

Olive Oil Commission of California

CDFA Annual Sampling Guidance Document

This document is to outline the requirements for sampling by the CDFA Inspectors of all handlers >5,000 gallons. The intended use is to ensure handlers' knowledge of the expectations and limits of the CDFA when on site for the annual sampling. The sampling will include all 100% California oil in storage vessels no matter the harvest year.

Pre Visit Set up

1. By *January 10th each year* - CDFA inspector will coordinate with Ethan Cranmer from the Olive Oil Commission of California to determine handlers to visit, collect names of companies, name of contact, phone, and email.
2. By *January 31st each year*- CDFA inspector will call all handlers to set up sampling dates. The inspector will request that the handler have ready at the visit for review:
 - a) **Form A**- Copy of oil inventory ready showing by vessel, the lot #, quantity in gallons, varietal (s), harvest year.
 - i) If vessel is a blend of varietals, then required to list all in the blend with percentages. Listing "blend" only will not be accepted.
 - ii) *Found on the OCCC Website here under Member forms and Documents*
<https://www.oliveoilcommission.org/member-forms-and-documents.html>
 - b) Indicate how many samples will be taken this year- as subject to change. Example: in 2018 5 lots per handler tested, with 5 bottles taken from each. *The OCCC occasionally adds a tank sample for studies.*
 - c) Staff available to conduct the sampling and blending activities.
 - d) Traceability exercise showing the traceback to the field the olive oil came from on 1 randomized lot picked by handler.
3. CDFA inspector will bring, at the expense of the OCCC, to all handlers:
 - a) Up to 31-500mL bottles
 - b) Up to 31-caps
 - c) Thief's for sampling tanks
 - d) Labels for bottles detailing the specific requirements by the OCCC
 - e) Paperwork for recording lots, quantities, sampling details
4. The handlers will not be asked nor allowed to supply their own materials for samples; other than blending utensils (i.e. cylinders, buckets, beakers, etc.).

Visit for Sampling

1. Arrive at the handler at the agreed date/time.
2. CDFA Inspector and Handler will review their inventory list to verify completeness using the below checklist.

<input type="checkbox"/>	Form A complete top section- all volumes, varietals, lot numbers 100% complete and filled out correctly.
<input type="checkbox"/>	Confirm chemical testing will be completed within February for Form A to be fully submitted to OCCC on time
<input type="checkbox"/>	Review of Trace exercise on 1 lot of oil

3. At random select lots to be sampled from the Form A. In accordance with the number of lots to be tested for the season.

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4. In selecting lots a truly random sample shall be pulled, no assumptions to selecting and not selecting some to be allowed. All of the below examples are subject to sampling and shall not be left out of the list:
 - a) All Grades- Extra Virgin, Virgin, Crude
 - b) 1st and 2nd extraction oils
 - c) Previous harvest year oil in bulk storage if still present on the handler's property.
 - d) All varieties of olive oil
 - e) Oils in bulk storage and 100% California Olive Oil only
5. Upon selection of the lots to be sampled, CDFA Inspector fills out their documentation with the required OOC information.
6. Following the sampling protocol as outlined by the OOC Standard. Details to the sampling process can be found in the [Appendix A Sampling Protocol](#) and [Guidance for Sampling](#).
 - a) The CDFA inspector accompanies the Handler staff to sampling area, visually watches the sampling of oil at the bulk storage.
 - b) The CDFA inspector accompanies the handler staff to blending and/or transferring the oil properly the oil into the CDFA provided bottles.
 - c) The CDFA inspector collects bottles and take them to a temperature-controlled facility to store until able to delivery to the OOC office.
 - i) Filled bottles should never be subject to temperatures above 75°F in the CDFA or OOC possession.

Post Visit Close

1. No later than three days post visit, the CDFA inspector will coordinate via shipment or personal delivery all samples pulled to send to the OOC office
 - a) attn. Ethan Cranmer 2565 Alluvial Ave, Clovis, CA 93611
2. All retained samples to be stored at the OOC office for use. Disposal of retains is allowed upon completion of results, but no sooner than *July 30* of any given year to give ample time to review all results and finalize.
3. The OOC staff will send samples to approved labs for testing and sensory within *10 days* of receipt for result integrity. All samples will be received by approved labs no later than *February 15th* of each year.
 - a) Samples will be shipped to 3rd party labs without handler information indicated.
 - b) For privacy purposes, the handler OOC code will be the sole Handler information used on any communication with 3rd party labs or researchers.