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Commissioner

STATE OF CONNECTICUT DEPARTMENT OF AGRICULTURE

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Data Sharing Protocol (rev. 12.2.21)

This protocol specifies the data that the Connecticut Department of Agriculture (DOAG) collects during the licensing, inspection, and sampling process for the Hemp Program, and indicates the procedure by which DOAG will report such data to the U.S. Department of Agriculture (USDA).

Data Collection

DOAG collects data from Hemp Program applicants during the application process. The data is entered by the applicant into an online application form and the collected data is stored in a State License System. The following data is collected from each Applicant during the license application process and maintained by DOAG:

1. Full name of each Applicant
2. Federal Employer Identification Number (EIN) of Entity Applicant if available
3. Physical address of individual Applicant
4. Physical address of principal business location of Entity Applicant
5. Mailing address, if different from physical address
6. Telephone Number
7. Email address
8. Full name, title, and email address (if applicable) of Key Participants
9. Criminal History Report of each individual Applicant or Key Participants
10. Date of application and Date of licensing
11. Legal description of each registered land area where hemp will be grown or processed.
12. Geospatial location data on land area where hemp will be grown or processed.

DOAG creates or assigns the following data for each licensee at the time of application:

1. License Number
2. License Status (i.e. Active, Inactive, etc.)

DOAG inspects and samples a random subset of registered grow locations and submits samples to a Department- approved lab for THC analysis. Samples collected by all entities will follow procedures as outlined in the Department’s Sampling Procedures. The lab reports the test results to DOAG. DOAG hempprogram staff makes the determination of whether a specific hemp Lot conforms to the legal definition of hemp based on the test results. The data collected during this process are listed below. This data will be maintained by DOAG and shared with the USDA to the extent necessary to comply with 7 C.F.R. Part 990:

1. Sample number
2. Hemp variety sampled
3. Name of the producer/license holder
4. FSA Lot Number (Farm, Tract, CLU/Field number)
5. Producer’s license number

6. Geospatial location of the land area where the sample was collected
7. Date of sampling
8. Date of lab submission
9. THC test results for the sample
10. Legal determination of sample (Pass/Fail)

Data Retention

The Hemp Program will maintain application, licensing, and testing information for a minimum of three years.

DOAG Data Reporting

Producer Report: As required by 7 C.F.R. § 990.70(a), DOAG will share a Producer Report with the USDA. DOAG will upload the data to USDA using the online H.eM.P. system by the first of each month. DOAG will only send data on *new* licenses issued and *changes* to licenses in the 30 days since the last report was sent

Disposal and Remediation Report: In accordance with 7 C.F.R. § 990.70(b), DOAG will notify the USDA of any occurrence of cannabis plants or plant material that do not meet the definition of hemp, and attach records demonstrating the appropriate Disposal or Remediation of all of those plants and materials from the Lot from which therepresentative samples were taken. DOAG will provide USDA a Hemp Disposal and Remediation Report using the online H.eM.P. system every month with the information required by that subpart, including:

1. Name and address of the producer
2. Producer license number
3. Location information, such as Lot number, location type, and geospatial data, or other location descriptor for theproduction area subject to Disposal or Remediation, Disposal or Remediation completion date
4. Total acreage

Annual Report: DOAG will provide USDA with an Annual Report using the online H.eM.P. system by December 15 of each year, as required by 7 C.F.R. § 990.70(c), with the following information:

1. Total planted acreage.
2. Total harvested acreage.
3. Total acreage Disposed or Remediated