

University of Colorado Boulder Hemp Cultivation Standard Operating Procedure

Purpose:

The purpose of this Standard Operating Procedure (SOP) is to ensure that any and all Hemp cultivation on University property or by University representatives or employees in any location as part of their University activities is carried out in accordance with applicable State and Federal laws as well as University policy and standards.

Scope:

This SOP applies to all University-related Hemp cultivation.

Definition

Hemp means a plant of the genus *Cannabis sativa* L. and any part of the plant, whether growing or not, containing a delta-9 tetrahydrocannabinol (THC) concentration of not more than 0.3% on a dry weight basis.

Hemp Cultivation means the planting, cultivation, growth or harvesting of Hemp.

Procedure:

Hemp Cultivation may be conducted on University property or by University faculty, staff, students, collaborators or contractors in another location as part of their University activities only for agricultural or academic research under a program administered by the Colorado Department of Agriculture (CDA). To that end, all Hemp Cultivation and all Hemp research projects involving Hemp Cultivation require prior written University approval from the Office of Research Integrity and Compliance (ORI); and Principal Investigators (PIs) must conduct Hemp Cultivation pursuant to all applicable state and federal legal requirements (including those set forth in 35 C.R.S. §§35-61-101 et. seq. and 8 CCR 1203-23) and University of Colorado Boulder policy. According to the CDA, PIs are considered “Key Participants” and assume responsibility for complying with all Colorado law and policies related to hemp cultivation. PIs need to contact Tom Heddleston with the Office of Research Integrity (Thomas.Heddleston@Colorado.edu) to request approval at least 30 days prior to attempting Hemp Cultivation or conducting Hemp Cultivation research.

PIs shall provide all information needed to meet requirements of the Colorado Department of Agriculture (CDA) (including, but not limited to pre-planting,

planting, and harvesting reports) in a timely manner consistent with CDA deadlines.

Hemp that is produced in a manner consistent with the Farm Bill and cultivated under license by the CDA is regulated by the US Department of Agriculture and the CDA, not the Drug Enforcement Administration. The storage requirements for legally cultivated Hemp and Hemp-derived materials are as follows:

- Access to the research space should be limited to staff involved in the research. At minimum, the space needs to be secured with a lockable door; ideally the space would have two access limitations, such as badge access to the floor and a locked door.
- Hemp products should be stored separately from any controlled substances, as defined by the DEA.
- If working with harvested hemp plant material, the outside of the storage container should be labeled with PI name and phone #, protocol name and/or number (if applicable), and the terms “For Research Use Only”

For any questions, please contact Thomas.Heddleston@colorado.edu.

University Greenhouse Hemp Guidance

University greenhouses within the Registered Land Area (see 8 CCR 1203-23, Section 1.11) for Hemp Cultivation have additional security requirements, as follows:

- The Key Participant must ensure that greenhouses are locked when unoccupied and it is recommended that they have two levels of security – typically both key and badge to restrict access to authorized personnel at all times.
- If the greenhouse is exposed to public foot traffic, an opaque visual barrier must be installed to block public view into the greenhouse.
- It is recommended that Key Participants install video surveillance cameras and post signage indicating that video surveillance is in use outside of a greenhouse where hemp is being cultivated.
- Access doors must remain closed and locked at all times. Propping doors is not allowed at any time.
- Contact information for Key Participants must be clearly posted inside the greenhouse. The information must include name, 24-hour phone number, email, and duration of Hemp Cultivation.

For questions about greenhouse access, please contact Tom Heddleston with the Office of Research Integrity (Thomas.Heddleston@Colorado.edu).