

California DCC Inspection Prep

CHECKLIST

Review Your License & Documents

- ☐ Confirm your license is current and posted prominently.
- ☐ Gather required documents: SOPs, security plan, inventory records, and training logs.

Walk the Floor Like an Inspector

- ☐ Check for clear signage (exit, restricted access, cannabis warning signs).
- ☐ Ensure product storage, labeling, and organization are compliant and easy to inspect.
- ☐ Verify that surveillance equipment is operational and properly recording.

Check METRC & Inventory

- ☐ Reconcile inventory in your POS with METRC.
- ☐ Ensure all product has correct tags and package numbers.
- ☐ Remove expired or untagged inventory from the floor.

Inspect Security Measures

- ☐ Test cameras, alarms, and access controls.
- ☐ Ensure restricted areas are locked and access is limited.
- ☐ Confirm camera views are unobstructed and recordings are retained per regulations.

Check Waste Logs

- ☐ Ensure cannabis waste is tracked, stored, and destroyed according to DCC rules.
- ☐ Maintain waste logs with dates, amounts, and destruction methods.

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Prep Your Team

- ☐ Make sure staff can speak to basic SOPs and understand ID checks, purchase limits, and incident protocols.
- ☐ Assign a point person to guide inspectors and provide documentation as requested.

DAY OF THE INSPECTION

Have Documents Ready

- ☐ Keep digital or printed copies of all required documents easily accessible.
- ☐ Be prepared to demonstrate METRC usage and traceability.

Maintain a Professional Environment

- ☐ Ensure the store is clean, compliant, and staff are focused.
- ☐ Greet inspectors respectfully and follow their lead.

Take Notes

- ☐ Document any inspector comments, concerns, or next steps for internal follow-up.