



Office of Cannabis Regulation Operational Resources

Best Practices for Facility Sanitation and Cleanliness

Regulatory Requirement: 230-RICR-80-05-1.6.13 Minimum Sanitation and Workplace Safety Conditions

Licensees are required to maintain their facility in a sanitary manner and keep it free of “debris, mold, mildew, and other contaminants.” While there is not a specific list of cleaning activities necessary to achieve this goal, regularly completing the below will help ensure licensed facilities, regardless of license type, meet the standards expected of all cannabis businesses in Rhode Island:

1. Sweeping and mopping floors
2. Sanitizing tools that come into contact with cannabis
3. Cleaning exteriors of permanently affixed equipment such as air handling units
4. Moving nonpermanently-affixed equipment and cleaning underneath/behind
5. Cleaning interior components of equipment and facility infrastructure
6. Conducting regular employee training on cleaning policies and procedures
7. Cleaning and sanitizing all containers that come into contact with cannabis
8. Scheduling all cleaning activities and documenting when they are completed

Sanitary Practice Highlights

Best Practice: Sanitizing Tools and Containers

- Tools and containers that come into contact with cannabis should be cleaned and sanitized after use and between batches to prevent possible cross contamination
- *Ex. Trimmers should clean and sanitize their shears before moving from one strain to another and at the end of their workday. Cannabis storage containers should be cleaned and sanitized every time they are emptied.*

Best Practice: Equipment Cleaning and Maintenance

- It is imperative to follow manufacturer’s instructions regarding cleaning and maintenance schedules for interior components of all equipment and fixtures.
- It is also important to regularly clean the exteriors of equipment and fixtures to avoid the potential buildup of contaminants.

Best Practice: Moving Equipment/Materials for Cleaning

- It is important to regularly move nonpermanent equipment and materials so that walls and floors around them are not missed during cleaning.
- *Ex. Storage bins or grow media that may be typically kept in one area and never completely emptied.*

Best Practice: Cleaning Schedules and Logs

- Licensees should develop daily, weekly, monthly, and quarterly schedules for all cleaning activities and create a log to track when such cleaning is completed.
- Licensees should also designate one employee who will be responsible for tracking cleaning activities.

Best Practice: Employee Sanitation Training

- It is important to conduct training, at a minimum, annually on cleanliness standards and practices for the facility.
- Additionally, licensees should conduct retraining whenever there are identified instances of facility cleanliness and sanitation falling short of standards.

Resources

- [Program Regulations](#)
- [CDC Facility Cleaning and Disinfecting Guidance](#)
- [Oklahoma State University Process and Facility Sanitation Overview](#)
- [Cornell University Good Manufacturing Practices Overview](#)