

SCAA Teaching Lab | Two-Year Checkpoint
PUBLISHED BY THE SPECIALTY COFFEE ASSOCIATION OF AMERICA (SCAA)



PURPOSE:

The SCAA Lab Inspection & Certification Program (hereafter referred to as "Lab Certification") exists to promote SCAA's mission to recognize, promote, and develop specialty coffee. This document outlines the continuing requirements necessary to maintain a successful SCAA Laboratory Certification. The following form shall be used by a SCAA Certified Teaching Laboratory to determine whether the lab continues to meet the standards for Certification set by the SCAA. The attached form must also be submitted to the SCAA Science Department. Certified Labs must continually maintain Lab Environment, Equipment, and Supply Requirements as outlined in the Requirements for Certification Form on the SCAA web site, and are responsible for these requirements at all times during their four year certification period. However, at the two year (half way) point the SCAA requires a checkpoint to ensure continual commitment to maintaining these requirements. Please return this completed form with supporting materials electronically to the SCAA Science Department, currently ebladyka@scaa.org.

NOTICE AND ADMINSTRATION:

Although SCAA may send a warning to the lab approximately three (3) months before the due date, the Certified Lab is solely responsible for the timely completion and delivery to SCAA of the SCAA two year checkpoint form.

If the Certified Lab does not complete and return the two year check point and samples within one (I) month of its two-year anniversary of certification, its SCAA Lab Certification will terminate and all of the lab's subsequent Q Coffee System classes must be cancelled.

To regain certification after such termination, the lab will be required to repeat the entire Lab Certification process, including a lab inspection, and pay all of the associated fees and costs. No SCAA or Q System classes may be presented at the lab during such re-certification process, and SCAA will not be responsible for any loss of income which may occur due to this lapse.

TWO-YEAR CHECKPOINT FORM

Certified Lab Name (as it	appears on certificate):
Certified Lab Manager Na	me:
Date originally certified: _	
For this mandatory checkp	point, the lab must send (electronically via email when
possible) the SCAA:	
☐ Receipts for new Le	Nez du Café sets, recently purchased.
requirements (with	neter under your lights proving that they still meet LUX proof of date of photo), OR receipts for new light bulbs r the cupping room & green grading surface.
• ,	rly replacement of food-grade acids. It is recommended ased in the kit offered from the SCAA to assure proper
individual grinder u	consisting of 150 grams of coffee grounds for every used in the lab, from consecutive grinder settings. These to separate Ziploc-type, sealable, plastic bags.
used for cupping an	rt from a local water testing laboratory for all water sources ad brewing coffee in the Certified Lab. The reports should sible and reflect the months just before the check point.

These materials must be sent to:

Specialty Coffee Association of America Laboratory Certification Program 3020 Old Ranch Pkwy, Suite 300 Seal Beach, CA 90740