Alcohol and Marijuana Control Office
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Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

What is this form?

An operating plan is required for all marijuana establishment license applications. Applicants should review **Title 17.38** of **Alaska Statutes** and **Chapter 306** of the **Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of those statutes and regulations. If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020(c).

What must be covered in an operating plan?

Applicants must identify how the proposed premises will comply with applicable statutes and regulations regarding the following:

- Control plan for persons under the age of 21
- Security
- Business records
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Health and safety standards
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising

Applicants must also complete the corresponding operating plan supplemental forms (**Form MJ-03, Form MJ-04, Form MJ-05,** or **Form MJ-06)** to meet the additional operating plan requirements for each license type.

Section 1 – Establishment & Contact Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Candid Farms, LLC	**MJ License #:**	30905		
License Type:	Limited Marijuana Cultivation Facility				
Doing Business As:	Candid Farms				
Premises Address:	17690 E Idle Drive, Building #4				
City:	Palmer	**State:**	Alaska	**ZIP:**	99645

Mailing Address:	PO Box 2945				
City:	Palmer	**State:**	Alaska	**ZIP:**	99645

Designated Licensee:	Corey Mauldin		
Main Phone:	602-628-3445	**Cell Phone:**	
Email:	candidfarms@outlook.com		

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Section 2 – Control Plan for Persons Under the Age of 21

2.1. Describe how the marijuana establishment will prevent persons under the age of 21 from gaining access to any portion of the licensed premises and marijuana items:

Candid Farms will have policies and training in place to prevent individuals under 21 from entering any part of the licensed premises. The entire premises will be designated as a restricted access area with signage posted on and around the building stating "Restricted Access Area" "Visitors Must Be Escorted" as well as signs stating "No One Under 21 Years of Age Allowed" and "Video Surveillance in Progress". Video surveillance cameras will be visible throughout the facility as well as around the exterior perimeter of the building to continuously monitor the premises and to deter unauthorized and underage individuals from attempting to access the premises. The facility will have two entrance/exits, of which will remain locked at all times with a keypad entry to access the facility. The door will also be equipped with a door sensor, connected to the security alarm system, that will be triggered if an attempted intrusion occurs. If triggered, an audible alarm will sound, and an electronic notification will be sent to the licensees' cellular phones. Continued on Page 11...

Section 3 – Security

Restricted Access Areas (3 AAC 306.710):

3.1. Describe how you will prevent unescorted members of the public from entering restricted access areas:

Candid Farms will have clear and legible signage indicating that the facility is a restricted access area. Signs will state "Restricted Access Area" and "Visitors Must be Escorted". Surveillance cameras will monitor all areas of the facility inside and outside. All doors will have commercial grade locks and remain locked at all times. Employee badges will be displayed in the licensed premises and all visitors will be required to wear visitor badges.

3.2. Describe your recordkeeping and processes for admitting visitors into and escorting them through restricted access areas:

Visitors to the facility, aside from emergency personnel, Mat-Su Borough officials, agent of the MCB or local law enforcement, must be pre-approved and pre-scheduled by either Corey or Chase before access to the facility will be granted. Once a visitor has been properly approved and scheduled, they will be directed to enter through the entrance to the facility where they will be met by Corey or Chase. The visitor will be asked to produce a valid form of government issued photo identification proving they are at least 21 years of age and confirming their identity. The visitor will then sign into the visitor log recording their full name, date, time in and out of the facility (if necessary). The visitor will be given a visitor badge to be clearly displayed on their person for the duration of the visit and returned upon exiting the facility. A licensee or employee will escort and actively supervise visitors at all times never to exceed 5 visitors per licensee/employee. When the visit is complete, all visitors must exit the premises. The visitor log is part of the facility's business records and will be kept electronically and in hard copy.

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3.3. Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee, or agent while on the premises, and of visitor identification badges that will be worn by all visitors while in restricted access areas:

Security Alarm Systems and Lock Standards (3 AAC 306.715):

3.4. Exterior lighting is required to facilitate surveillance. Describe how the exterior lighting will meet this requirement:

Exterior lighting will be positioned against the building and perimeter, and evenly distributed throughout the property. The facility plans to install commercial LED lights to be affixed to the building, evenly distributed on the property, and posted along the outer perimeter of the premises. The light fixtures will keep the premises and restricted access signs well lit, and allow the exterior surveillance cameras to record individuals up to twenty (20) feet from all entry points to the building. The lighting fixtures will be positioned at an inaccessible height (to a person of normal height) with sturdy housings to deter vandalism and common obstructions. The bulbs will be extremely bright to maximize visibility and deter crime. The exterior lighting will be checked on a regular basis by the licensees to ensure that each light in the system is operational, and that each mount is positioned for optimum recording clarity and to deter unauthorized presence on the premises.

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3.5. An alarm system is required for all license types that must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe the security alarm system for the proposed premises, explain how it will meet all regulatory requirements, and outline your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when the alarm system alerts of an unauthorized breach:

Candid Farms will either contract with a third party alarm system company or install a regulatory compliant alarm system in the facility. Candid Farms will maintain the equipment and periodically test the devices and continuously monitor at the facility. The alarm system will be set up to monitor for intrusions with motion detectors in all areas of the building, active during closed hours, as well as door sensors on the entrance doors. If triggered, an automatic, electronic alert will be sent to the security monitoring system (if contracted with a third party company) and to Corey and Chase's cellular phones. This will also trigger an audible alarm to help deter potential intruders. The alarm system will be active at all times that the facility is closed. The last licensee or employee to leave the cultivation each night will activate the alarm system and the first licensee or employee to arrive in the morning will deactivate the system. In the event of an unauthorized breach, the licensees will evacuate the building (if it's safe to do so and necessary) to a pre-determined safe location. A head count of all employees and/or visitors will be taken to ensure that everyone is accounted for. Candid Farms will await instruction from law enforcement and comply with all directives. Once safe to do so, Corey and Chase will return to the facility and inspect for property damage, theft, take inventory and submit all necessary and required documentation to law enforcement and AMCO enforcement. Additionally, any event that occurs on the licensed premises that involves local law enforcement will be promptly reported to AMCO enforcement, electronically, within 24 hours. In the case of Candid Farms' knowledge of evidence from the licensed premises; or any unauthorized access to the licensed premises, the licensees will notify AMCO within 24 hours as stated above.

3.6. Describe your policies and procedures for preventing diversion of marijuana or marijuana product, including by employees:

Video surveillance will continuously monitor all activity inside the facility. Employees are required to perform weekly inventory counts to ensure the business records match Metrc records. Weekly counts are documented as business records. If it is discovered or suspected that theft or diversion has occurred, the licensees are to be informed immediately. Candid Farms has a zero tolerance policy towards theft or diversion/inversion. Employees will complete mandatory training in identifying theft or diversion. If it has been determined that an employee is caught stealing marijuana the company will notify local law enforcement immediately, comply with all directives, and provide the necessary information and records for a thorough investigation. Once a theft is reported, Continued on Page 11...

3.7. Describe your policies and procedures for preventing loitering:

Candid Farms will prevent business practices that might entice or allow loitering, and escorting all loitering individuals off the premises. Corey and Chase will have a noticeable presence around the facility as the facility is located on the same property as one of their homes. This will aid in deterring unauthorized persons from loitering on the premises. The facility's exterior will be well-lit with outdoor lighting. "No Loitering" signs and signage stating that the premises is under continuous video surveillance shall be explicitly posted throughout the property. Employees must walk the facility's perimeter periodically to check for any loitering persons. If a person is loitering, they will be instructed to leave the premises, if they do not comply, law enforcement will be contacted. AMCO enforcement will be notified in any event that law enforcement is contacted.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

3.8. I certify that if any additional security devices are used, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm, to enhance security of the licensed premises, I will have written policies and procedures describing their use. CM

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Video Surveillance (3 AAC 306.720):

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

3.9. The video surveillance and camera recording system for the licensed premises covers each restricted access area, and both the interior and exterior of each entrance to the facility. CM

3.10. Each video surveillance recording: is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing (consistent with the Alcohol & Marijuana Control Office's approved format list); clearly and accurately displays the time and date; and is archived in a format that does not permit alteration of the recorded image. CM

3.11. The surveillance room or area is clearly defined on the Form MJ-02: Premises Diagram that is submitted with this application. CM

3.12. Surveillance recording equipment and video surveillance records are housed in a designated, locked, and secure area or in a lock box, cabinet, closet or other secure area where access is limited to the licensee(s), an authorized employee, and law enforcement personnel (including an agent of the Marijuana Control Board). CM

3.13. Describe how the video cameras will be placed to produce a clear view adequate to identify any individual inside the licensed premises, or within 20 feet of each entrance to the licensed premises:

Video surveillance cameras are positioned along the exterior of the building, with ample lighting, and checked frequently to ensure there are no obstructions and to make sure cameras are capable of capturing a clear facial image of anyone within twenty (20) feet of any access point. Video surveillance cameras are placed strategically to record all areas of the facility inside and outside, at a variety of angles. All doors, growing, packaging and marijuana storage areas have video coverage to clearly identify the faces of those present. Cameras at the external corners of the facility record activity on each side of the building. The parking lot also has video coverage to identify vehicles. A failure notification system will be installed to provide audible and visual notification of any failure in the surveillance system so that it can be immediately resolved. During a power outage all video cameras and recording equipment are able to run on emergency power with a battery backup system to ensure continued operation for at least one (1) hour, if the power outage is longer than one (1) hour, the licensees will notify AMCO enforcement of said power outage. Video surveillance footage will be viewable by Corey and Chase via their cellular phones.

3.14. Describe the locked and secure area where video surveillance recording equipment and original copies of surveillance records will be housed and stored, and how you will ensure the area is accessible only to authorized personnel, law enforcement, or an agent of the Marijuana Control Board. If you will be using an offsite monitoring service and offsite storage of video surveillance records, your response must include how the offsite facility will meet these security requirements:

All surveillance recording equipment and footage will be stored in the facility with backups on a cloud based system or external hard drive. The surveillance and recording equipment and storage will be accessible by only the licensees and any authorized AMCO agents or law enforcement. The licensees will have remote access to surveillance recordings to monitor operations virtually. The security system will be password protected to prevent any data tampering and recorded data will be stored for a minimum of forty (40) days as an official business record. All surveillance footage will be accessible for upload to a separate hard drive in the event that it must be stored longer for criminal, civil or administrative investigations. All recordings will be time and date stamped and archived in a format that prevents alteration of the recorded image. Recordings and surveillance data will be available to AMCO, AMCO enforcement and local law enforcement upon request.

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Section 4 – Business Records

Review the requirements under 3 AAC 306.755. All licensed marijuana establishments must maintain, in a format that is readily understood by a reasonably prudent business person, certain business records.

4.1. I certify that the following business records will be maintained and kept on the licensed premises: Initials

a. **all books and records necessary to fully account for each business transaction conducted under my license for the current year and three preceding calendar years** *(records for the last six months must be maintained on the licensed premises; older records may be archived on or off-premises)*; CM

b. **a current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment;** CM

c. **the business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises;** CM

d. **records related to advertising and marketing;** CM

e. **a current diagram of the licensed premises, including each restricted access area;** CM

f. **a log recording the name, and date and time of entry of each visitor permitted into a restricted access area;** CM

g. **all records normally retained for tax purposes;** CM

h. **accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed;** CM

i. **transportation records for marijuana and marijuana product, as required by 3 AAC 306.750(f); and** CM

j. **registration and inspection reports of scales registered under the Weights and Measures Act, as required by 3 AAC 306.745.** CM

4.2. A marijuana establishment is required to exercise due diligence in preserving and maintaining all required records. Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

All business records such as operational and regulatory documents, recordings, surveillance, financial books, inventory and employee records, logs, manifests, and communications will be stored on-site in the facility in a locked cabinet. Facility records will be managed by Corey and Chase in accordance with standard retention policies to ensure that business records are stored in a consistent and search-able manner. Records within the facility will be stored separate from all storage of marijuana products and currency. Only Corey, Chase and designated employees will have access to the secured business records. All business records and surveillance video will be stored on-site for a minimum of 6 months and will be made available to AMCO enforcement and local law enforcement upon request.

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Section 5 – Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730. All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with Metrc to ensure all marijuana cultivated and sold in the state, and each marijuana product processed and sold in the state, is identified and tracked from the time the marijuana is propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a marijuana product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

5.1. My marijuana establishment will be using Metrc, and if any other tracking software is used, it will be capable of sharing information with Metrc. CM

5.2. All marijuana delivered to a marijuana establishment will be weighed on a scale registered in compliance with 3 AAC 306.745. CM

5.3. My marijuana establishment will use registered scales in compliance with AS 45.75.080 (Weights and Measures Act), as required by 3 AAC 306.745. CM

Section 6 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700. All licensees, and every employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, must obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

6.1. All licensees, and each employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at the marijuana establishment. CM

6.2. Each licensee, employee, or agent who is required to have a marijuana handler permit shall keep that person's marijuana handler permit card in that person's immediate possession (or a valid copy on file on the licensed premises) when on the licensed premises. CM

6.3. Each licensee, employee, or agent who is required to have a marijuana handler permit shall ensure that that person's marijuana handler permit card is valid and has not expired. CM

6.4. Describe any in-house training that will be provided to employees and agents (apart from a marijuana handler course):

Any person employed by Candid Farms will receive training for their positions. Training will include supplemental legal training specifics to Alaska law, in particular, the statues and regulations which will be provided during orientation and on an ongoing basis as the law evolves. The federal laws concerning marijuana will also be discussed, and each employee will be taught specific answers regarding this topic that are the acceptable responses to provide to customers, other marijuana retail establishments, regulatory officers, or others in order to ensure there is no legal opinion rendered, but rather information on the law as its current form. The curriculum for the employee will include: hygiene of equipment; the facility and personnel; state testing protocols; state security regulations; state sampling protocols; chemical and pesticide storage; sample handling and control; chain of custody mandates; consumption; guidelines to mandatory training; mandatory record keeping and record retention policies; transportation of marijuana.

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Section 7 – Health and Safety Standards

Review the requirements under 3 AAC 306.735.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box:	Initials
7.1. I understand that a marijuana establishment is subject to inspection by the local fire department, building inspector, or code enforcement officer to confirm that health or safety concerns are not present.	CM
7.2. I have policies regarding health and safety standards (including: ensuring a person with an illness or infection does not come into contact with marijuana or marijuana product; good hygienic practices; cleaning and maintenance of equipment and the premises; pest deterrence; chemical storage; sanitation principles; and proper handling of marijuana and marijuana product) and will take all reasonable measures and precautions to ensure that they are met or exceeded.	CM
7.3. I have policies to ensure that any marijuana or marijuana product that has been stored beyond its usable life, or was stored improperly, is not salvaged and returned to the marketplace.	CM
7.4. I have policies to ensure that in the event information about the age or storage conditions of marijuana or marijuana product is unreliable, the marijuana or marijuana product will be handled in accordance with 3 AAC 306.735(d).	CM

Answer "Yes" or "No" to each of the following questions:	Yes	No
7.5. Adequate and readily accessible toilet facilities that are maintained and in good repair and sanitary condition are clearly indicated on my Form MJ-02: Premises Diagram.	✓	
7.6. Convenient handwashing facilities with running water at a suitable temperature are clearly indicated on my Form MJ-02: Premises Diagram.	✓	

7.7. If you answered "No" to either 7.5 or 7.6 above, describe how toilet and/or handwashing facilities are made accessible, as required by 3 AAC 306.735(b)(2):

Section 8 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750.

8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product:

Metrc will generate a transport manifest that will accompany all its marijuana in a shipment. Candid Farms will keep a copy of this manifest on the premises as an official business record. The manifest will document the strain name, batch number, weight, name of the transporter, handler's ID, time of departure, expected delivery time, and the make, model and license plate number of the transporting vehicle. The transport vehicle will travel directly between the two destinations without making any unnecessary stops. Marijuana will be sealed in containers which will be stored inside the vehicle or in the truck bed in a locked storage compartment. The containers will contain no more than ten (10) pounds of marijuana for wholesale transactions. For marijuana intended to be re-sold by retailers without re-packaging, the containers will contain up to one (1) ounce of marijuana each. At no time will marijuana be visible outside the vehicle. Continued on page 11...

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You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

8.2. The marijuana establishment from which a shipment of marijuana or marijuana product originates will ensure that any individual transporting marijuana shall have a marijuana handler permit required under 3 AAC 306.700. CM

8.3. The marijuana establishment that originates the transport of any marijuana or marijuana product will use the marijuana inventory tracking system to record the type, amount, and weight of marijuana or marijuana product being transported, the name of the transporter, the time of departure and expected delivery, and the make, model, and license plate number of the transporting vehicle. CM

8.4. The marijuana establishment that originates the transport of any marijuana or marijuana product will ensure that a complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times during transport. CM

8.5. During transport, any marijuana or marijuana product will be in a sealed package or container in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product, and the sealed package will not be opened during transport. CM

8.6. Any vehicle transporting marijuana or marijuana product will travel directly from the shipping marijuana establishment to the receiving marijuana establishment, and will not make any unnecessary stops in between except to deliver or pick up marijuana or marijuana product at any other licensed marijuana establishment. CM

8.7. When the marijuana establishment receives marijuana or marijuana product from another licensed marijuana establishment, the recipient of the shipment will use the marijuana inventory tracking system to report the type, amount, and weight of marijuana or marijuana product received. CM

8.8. The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest. CM

Section 9 – Signage and Advertising

Review the requirements under 3 AAC 306.770.

9.1. Describe any signs that you intend to post on your establishment, including quantity, dimensions, graphics, and location on your establishment (photos or drawings may be attached):

Candid Farms will be posting a sign on the exterior of the facility containing the business name and company logo. The sign will not exceed 4,800 square inches.

CANDID
FARMS

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9.2. Describe any advertising you intend to distribute for your establishment. Include medium types and business logos (photos or drawings may be attached):

Candid Farms may utilize the following medium types when distributing advertisements:

- Newspaper Ads
- Radio Ads
- Social Media to feature specific strains
- Magazine Ads
- Sponsorships and fundraisers
- Website
- Platforms such as LeafLinks, WeedMaps, Etc.

All advertisements will contain the AMCO required warning statements verbatim.

CANDID
FARMS

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Corey Mauldin Corey Mauldin

Printed name of licensee

Notary Public in and for the State of Alaska

My commission expires: 09/20/2025

Offical Seal
STATE OF ALASKA
Notary Public
M. East
Commission # 210920016 Commission Expires 09/20/2025

Subscribed and sworn to before me this 14 day of October, 2021.

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(Additional Space as Needed):

2.1 Continued: Any visitors to the facility, with the exception of law enforcement, AMCO enforcement or other duly authorized individuals, must be pre-arranged with Corey and/or Chase. Visitors will be required to produce a valid, government issued photo ID proving they are at least 21 years of age before being allowed to enter the premises. Any individual that does not produce said ID will be informed to exit the property immediately and that law enforcement will be contacted for back up if they do not comply promptly.

3.6 Continued: management will update the product records in Metrc and in the business records so as to maintain accurate and complete accounting for all marijuana in the inventory. Documentation related to any theft will be maintained as part of the business records for five (5) years and be available to AMCO or law enforcement agencies upon request. Candid Farms will take steps to ensure that illegal conduct by any employee or visitor does not compromise the facility's license, or legitimate business practices. Only designated personnel will have access to marijuana storage areas. Continuous video surveillance will record and monitor the marijuana storage areas and individuals entering and exiting those areas. Video records will be stored for a minimum of forty (40) days. Cameras will be displayed throughout the facility in order to provide a clear view of all areas of the facility. Security recording equipment will be stored in a locked cabinet.

8.1 Continued: The shipping container will have a label stating that a licensed testing facility has tested each batch in the shipment and list: (1) the date of final testing; (2) the cannabinoid potency profile, expressed as a range of percentages that extends from the lowest percentage to highest percentage of concentration for each cannabinoid listed from every test conducted on that strain of marijuana from the same marijuana cultivation facility within the last three months; (3) a statement listing the results of microbial testing, including molds, mildew, filth, herbicides, pesticides, fungicides, and harmful chemicals. Any packaging done at the facility will be performed in an area specifically set aside for packaging and monitored with 24-hour video surveillance. Packaging will be uniform with labels secure and prominently displayed. In compliance with the Alaska Weights and Measures Act, the facility will use certified scales and will maintain registration and inspection reports at the facility. After employees or the licensees package marijuana, it will be placed in sanitized air-tight containers, labeled with all compliant labeling information and given a bar code for the inventory control system. Plastic packaging will be heat-sealed without an easy-open tab, dimple, corner or flap. Packaged marijuana will be stored in a secured area until ready for transport. All packaging will be inspected, accepted or rejected and recorded in the log. The licensees or designated employee will check all final packages to ensure that they will secure marijuana from contamination and not impart toxic or deleterious substances. Labels will include: (1) the name and license number of the cultivation facility; (2) the date the marijuana was harvested; (3) the harvest batch number assigned to the marijuana; (4) the date the marijuana was packaged; (5) the net weight and the quantity of usable marijuana packaged in a standard of measure compatible with the inventory tracking system; (6) a complete list of all pesticides, fungicides, and herbicides used in the cultivation of the marijuana. Candid Farms may contract with a third-party transport company and will ensure that all transporters have valid marijuana handler permits and comply with Candid Farms transportation policies and procedures.

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