Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Operating Plan Supplemental
Form MJ-06: Marijuana Testing Facility

What is this form?

This operating plan supplemental form is required for all applicants seeking a marijuana testing facility license and must accompany the **Marijuana Establishment Operating Plan (Form MJ-01)**, per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 6** of the **Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of those 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 and 3 AAC 306.615(2).

What additional information is required for testing facilities?

Applicants must identify how the proposed establishment will comply with applicable regulations regarding the following:

- Prohibitions
- Testing practices and procedures
- Employee qualification and training
- Security
- Reporting and records retention

This form must be submitted to AMCO's main office before any marijuana testing facility license application will be considered complete.

Section 1 – Establishment Information

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

Licensee:		**License Number:**			
License Type:					
Doing Business As:					
Premises Address:					
City:		**State:**	ALASKA	**ZIP:**	

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Operating Plan Supplemental

Form MJ-06: Marijuana Testing Facility

Section 2 – Prohibitions

Applicants should review 3 AAC 306.610 and be able to answer "Agree" to all items below.

The marijuana testing facility will not:	Agree	Disagree
Sell, deliver, distribute or transfer any marijuana or marijuana product to a consumer, with or without compensation	☐	☐
Allow any person to consume marijuana or marijuana product on its licenses premises	☐	☐

Section 3 – Testing Practices and Procedures

Review the requirements under 3 AAC 306.615, 3 AAC 306.635 – 3AAC 306.645, and 3 AAC 306.660, and identify how the proposed establishment will meet the listed requirements.

Describe each test the marijuana testing facility will offer:

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Operating Plan Supplemental

Form MJ-06: Marijuana Testing Facility

Standard Operating Procedure Manual (3 AAC 306.640):

Applicants for marijuana testing facilities must have a written procedures manual with detailed instructions explaining how to perform each testing method the applicant or marijuana testing facility uses, and minimum standards for each test. Applicants should be able to answer "Agree" to all items below.

The marijuana testing facility will ensure that the standard operating procedure manual:	Agree	Disagree
Is available to each employee at all times	☐	☐
Will cover at least the required procedures listed under 3 AAC 306.640	☐	☐

Describe the marijuana testing facility's standard operating procedure for each test the facility will offer:

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Operating Plan Supplemental

Form MJ-06: Marijuana Testing Facility

Laboratory Testing of Marijuana and Marijuana Products (3 AAC 306.645):

A licensed marijuana testing facility must meet minimum standards for laboratory testing. Applicants should be able to answer "Agree" to all items below.

The marijuana testing facility applicant has:	Agree	Disagree
Read and understands and agrees to the requirements listed under 3 AAC 306.645	☐	☐

Describe the acceptable range of results for each test the marijuana testing facility will offer:

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Operating Plan Supplemental

Form MJ-06: Marijuana Testing Facility

Section 4 – Employee Qualification and Training

Review the requirements under 3 AAC 306.625 – 3 AAC 306.630, and identify how the proposed establishment will meet the listed requirements.

Proficiency Testing Program (3 AAC 306.625):

Describe how the marijuana testing facility will ensure the scientific director and all testing analysts are proficient in utilizing testing equipment and analyzing samples:

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Operating Plan Supplemental

Form MJ-06: Marijuana Testing Facility

Scientific Director (3 AAC 306.630):

All marijuana testing facilities must employ a scientific director with responsibilities and qualifications set out in 3 AAC 306.630 and 3 AAC 306.640(b).

Name the scientific director and describe how he/she meets the qualifications set out in 3 AAC 306.630(b).

Section 5 – Security

Review the requirements under 3 AAC 306.650, and identify how the proposed establishment will meet the listed requirements.

Chain of Custody (3 AAC 306.650):

Describe how the marijuana testing facility will meet the chain of custody requirements as listed in this section:

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Operating Plan Supplemental

Form MJ-06: Marijuana Testing Facility

Section 6 – Reporting and Records Retention

Applicants should review 3 AAC 306.670 – 3 AAC 306.675 and be able to answer "Agree" to all items below.

Reporting, Verification (3 AAC 306.670):

The marijuana testing facility applicant:	Agree	Disagree
Has read, understands, and agrees to the reporting requirements outlined in 3 AAC 306.670(a)	☐	☐
Has read, understands, and agrees to the reporting requirements outlined in 3 AAC 306.670(b)	☐	☐

Records Retention (3 AAC 306.675):

The marijuana testing facility applicant:	Agree	Disagree
Has read, understands, and agrees to the records retention requirements listed in 3 AAC 306.675	☐	☐

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

_____
Signature of licensee

_____
Printed name

Subscribed and sworn to before me this _____ day of _____, 20_____.

_____
Notary Public in and for the State of Alaska.

My commission expires: _____

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Operating Plan Supplemental

Form MJ-06: Marijuana Testing Facility

(Additional Space as Needed):