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

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:

- Security
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Waste disposal
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising
- Control plan for persons under the age of 21

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 Information

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

Licensee:	GOOD LLC	**License Number:**	10165		
License Type:	Marijuana Product Manufacturing Facility				
Doing Business As:	GOOD LLC				
Premises Address:	1949 Frank Ave.				
City:	Fairbanks	**State:**	ALASKA	**ZIP:**	99708

Mailing Address:	PO BOX 83091				
City:	Fairbanks	**State:**	ALASKA	**ZIP:**	99708

Primary Contact:	Christian Hood		
Main Phone:	907-322-4962	**Cell Phone:**	907-322-4962
Email:	akgoodcannabis@gmail.com		

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

Form MJ-01: Marijuana Establishment Operating Plan

Section 2 – Security

Review the requirements under 3 AAC 306.710 – 3 AAC 306.720 and 3 AAC 306.755, and identify how the proposed premises will meet the listed requirements.

Describe how the proposed premises will comply with each of the following:

Restricted Access Areas (3 AAC 306.710):

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

The facility will operate from a non-descript, preexisting structure. GOOD LLC will secure and monitor access to the facility through the installation and use of a highly secured access control system. The access control system will be used to monitor and record the movement of personnel onto the site, into the building and throughout the facility, and selectively allow and prevent access to restricted areas, with the fewest number of manufacturing agents (agent) authorized as necessary for operations. GOOD LLC will utilize a stand-alone surveillance system, including a combination of fixed, pan-tilt-zoom 180 degree and 360 degree cameras throughout the facility to provide continuous monitoring and surveillance.
Entry through a private entrance door and a minimum of two additional locked doors is necessary to reach any room where marijuana plants or product are present. All doors will be 18-gauge hollow metal with commercial-grade I, commercial locks. Exterior doors and restricted access entries will be equipped with electric strike and electronic access hardware that automatically lock. Emergency door systems are connected to access control and alarms systems that will produce an audible alarm upon door opening. Inter-system connectivity will exist for alarm, access control and surveillance systems.
Architectural security elements include perimeter protections, Crime Prevention Through Environmental Design (CPTED), exterior site and building lighting, critical building services, entry vestibule control, parking operations, loading and shipping areas within the facility and space adjacencies. A high security fence will border the perimeter of the operational and loading areas with one access gate for all ingress and egress to the site, with the gate controlled via key FOB. Additional features include adequate security lighting, barrier delay countermeasures, metal mesh guards over HVAC openings, and landscaping, which will be maintained to easily detect unauthorized activity and prevent concealment. GOOD LLC will require a recurring annual third-party security audit for the re-evaluation and analysis of all installed physical security.
Security measures to protect the premises and agents include identification badge policies and procedures, which will enhance the safety of the agents and the physical and financial assets of GOOD LLC. Badge issuance authority is assigned herein to management and it is established that each agent, contractor and visitor is responsible for the safekeeping of his or her badge. Agents are issued identification badges by GOOD LLC, which are required for entering and exiting the facility and while on the premises.
GOOD LLC's standard operating procedure will contain a visitor policy, which outlines procedures for visitor approval and recordkeeping. GOOD LLC has developed a Visitation Protocol, which is a set of identified policies and procedures that details requirements for visitor access to the facility. All visitors will be logged in and out of a digital visitor management system (VMS), which will be available for inspection by the Alaska Marijuana Control Board at all times. All outside vendors, contractors, and visitors will obtain an identification badge prior to entering a limited access area and will be escorted at all times by an agent authorized to enter the restricted access area. Agents are required to immediately report security breaches and incidents of non-compliance.
All visitors, including outside vendors, consultants, contractors, Alaska Marijuana Control Board representatives, representatives of an independent laboratory, and law enforcement officials will be required to comply with this Visitation Protocol as a condition of facility access. Unannounced visitors at any GOOD LLC facility are prohibited, except, when necessary to perform their governmental duties, Alaska Marijuana Control Board representatives and other designated officials acting in accordance with state and local laws and regulations. Visitor access will be rare and limited to only those that are absolutely necessary to conduct business.
All signage posted at the facility will be no less than 12" x 12", with lettering at least one-half inch in height in high contrast to the background of the sign, and will include 1) no less than five "NO LOITERING. Violators will be prosecuted." signs; 2) a sign that reads "RESTRICTED ACCESS. AUTHORIZED PERSONNEL ONLY.", which will be posted at the entrance and throughout the parking area; 3) no less than five signs throughout the site and premises that state, "NO TRESPASSING. VIOLATORS WILL BE PROSECUTED."; and 4) no less than five signs throughout the site and premises that state, "VIDEO RECORDING IN PROCESS. ALL VISITORS AND EMPLOYEES ARE MONITORED AT ALL TIMES."

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

Pursuant to 3 AAC 306.710, GOOD LLC will ensure that all areas of restricted access are marked by a sign that says "Restricted Access Area. Visitors must be escorted." GOOD LLC shall limit the number of visitors to not more than five (5) visitors for each licensee or agent of the licensee who is actively engaged in supervising those visitors. GOOD LLC will utilize a visitor access control and verification system that includes security measures to ensure when preauthorized visitors are admitted to non-public areas of the licensed premises they are logged in and out. A manufacturing agent (agent) admitting a visitor to a non-public area on the premises of the licensed manufacturing facility (facility) will utilize a digital visitor management system (VMS) to document the date and time of entry and egress of the visitor, the visitor's full name, photocopy of the visitor's government-issued identification card, a real-time photo of the visitor, the reason for visit, the escorting agent's identification card number and a signature of the visitor acknowledging the rules and regulations regarding their time on the licensed premises. All VMS records will be kept for a minimum of five (5) years in restricted access records storage on- and off-site. GOOD LLC will use VeriScan, an ID scanning and verification desktop and mobile solution, to verify the authenticity of photo ID cards presented to agents. An agent will also ensure that the identification meets all the standards, pursuant to 3 AAC 306.350. All visitor log records will be kept for a minimum of five (5) years in restricted access records storage located on and off-site.
GOOD LLC will ensure that all visitors of the facility will sign in to the VMS and acknowledge they are subject to GOOD LLC policies and procedures conforming to rules and regulations in regards to being accompanied by the licensee or agent at all times while on the licensed premises. The VMS procedure strictly states that all visitors on the premises of the licensed manufacturing facility will be continuously accompanied and supervised at all times by a trained agent who is the pre-assigned, authorized host. Unauthorized visitors and those visitors not following applicable rules and regulations will be asked to leave the premises immediately. If the visitor refuses, the visitor will be escorted off the premises by an agent. GOOD LLC's Security Director will assign an agent to supervise and escort the authorized visitor at all times. The assigned agent must confirm within the VMS that they will follow and comply with all rules and regulations to continuously visually supervise the authorized visitor. At no point in time will an agent lose visual sight from an authorized visitor.
Upon logging in, authorized visitors will obtain a visitor badge that will be worn on their person above waist level and visible at all times while on the licensed premises. The escorting agent will serve as escort until visitors are ready to exit the premises of the licensed facility. When exiting, the escorting agent is responsible for ensuring each visitor completes the visitor log sign out in the VMS and returns the visitor badge.
GOOD LLC will ensure visitors admitted to a non-public area of the premises will not touch any marijuana plant or product. Each authorized visitor on the premises of the facility will not be granted access to any room holding marijuana unless absolutely necessary, pursuant to GOOD LLC policy. The escorting agent assigned to the visitor is responsible for ensuring that all authorized visitors understand all applicable rules and regulations that prohibit all contact with any marijuana product, with the visitor signing a statement acknowledging such. Each room containing marijuana products will have doors equipped with a lockable shutter that can be open to observe room conditions and contents without the need to gain entry.

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

Form MJ-01: Marijuana Establishment Operating Plan

Describe your recordkeeping of visitors who are escorted into restricted access areas:

Pursuant to 3 AAC 306.710, GOOD LLC will ensure that all areas of restricted access are marked by a sign that says "Restricted Access Area. Visitors must be escorted." GOOD LLC shall limit the number of visitors to not more than five (5) visitors for each licensee or agent of the licensee who is actively engaged in supervising those visitors. GOOD LLC will utilize a visitor access control and verification system that includes security measures to ensure when preauthorized visitors are admitted to non-public areas of the licensed premises they are logged in and out. A manufacturing agent ("agent") admitting a visitor to a non-public area on the premises of the licensed manufacturing facility ("facility") will utilize a digital visitor management system ("VMS") to document the date and time of entry and egress of the visitor, the visitor's full name, photocopy of the visitor's government-issued identification card, a real-time photo of the visitor, the reason for visit, the escorting agent's identification card number and a signature of the visitor acknowledging the rules and regulations regarding their time on the licensed premises. All VMS records will be kept for a minimum of five (5) years in restricted access records storage on- and off-site. GOOD LLC will use VeriScan, an ID scanning and verification desktop and mobile solution, to verify the authenticity of photo ID cards presented to agents. An agent will also ensure that the identification meets all the standards, pursuant to 3 AAC 306.350. All visitor log records will be kept for a minimum of five (5) years in restricted access records storage located on and off-site.

GOOD LLC will ensure that all visitors of the facility will sign in to the VMS and acknowledge they are subject to GOOD LLC policies and procedures conforming to rules and regulations in regards to being accompanied by the licensee or agent at all times while on the licensed premises. The VMS procedure strictly states that all visitors on the premises of the facility will be continuously accompanied and supervised at all times by a trained agent who is the pre-assigned, authorized host. Unauthorized visitors and those visitors not following applicable rules and regulations will be asked to leave the premises immediately. If the visitor refuses, the visitor will be escorted off the premises by an agent. GOOD LLC's Security Director will assign an agent to supervise and escort the authorized visitor at all times. The assigned agent must confirm within the VMS that they will follow and comply with all rules and regulations to continuously visually supervise the authorized visitor. At no point in time will an agent lose visual sight from an authorized visitor.

Upon logging in, authorized visitors will obtain a visitor badge that will be worn on their person above waist level and visible at all times while on the licensed premises. The escorting agent will serve as escort until visitors are ready to exit the premises of the facility. When exiting, the escorting agent is responsible for ensuring each visitor completes the visitor log sign out in the VMS and returns the visitor badge.

GOOD LLC will ensure visitors admitted to a non-public area of the premises will not touch any marijuana plant or product. Each authorized visitor on the premises of the facility will not be granted access to any room holding marijuana unless absolutely necessary, pursuant to GOOD LLC policy. The escorting agent assigned to the visitor is responsible for ensuring that all authorized visitors understand all applicable rules and regulations that prohibit all contact with any marijuana plant or product, with the visitor signing a statement acknowledging such. Each room containing marijuana plants or products will have doors equipped with a lockable shutter that can be open to observe room conditions and contents without the need to gain entry.

Provide a copy of a sample identification badge to be displayed by each licensee, employee, or agent while on the premises:

Pursuant to 3 AAC 306.710, GOOD LLC manufacturing agent ("agent") badges will be required to be displayed at all times while the employee is on the licensed premises. The agent's badge will include a full color photograph of the employee, first and last name, position title, internal identification number, issue date, and be color-coded to designate access level of the employee. The agent badge will also serve as a key FOB controlled by the access control system, which will restrict access based on employee's access rights granted by management. The access control system will contain all personal employee information, including all identifiers issued by the Alaska Marijuana Control Board.

See attached operating plan for sample identification badge.

TRIAD
TRANSPORT

Barbara Klien

Chief Information Officer

ID#: 3368419-66845

Issued: 2005

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

Form MJ-01: Marijuana Establishment Operating Plan

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

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

Pursuant to 3 AAC 306.715, GOOD LLC will install security lighting within the licensed manufacturing facility ("facility"), at entry and egress points and around the building and site perimeters, such that surveillance footage recorded will provide clear images that are useful to law enforcement. Intruders will be discouraged from attempts to gain access to the facility through proper illumination at entry points, making detection much more likely. Light glare will be directed outward toward the direction of a would-be intruder. Fixtures will be high-lumen, vandal-resistant and will be installed high and out of reach. Redundancy and lamp overlap will be provided so that a single lamp outage does not result in a dark spot vulnerable to intrusion. Enhanced security lighting will avoid light that is "too bright" and creates blinding glare or deep shadows. LED lights will be used due to their reliability and whiteness in color, aiding in clear video identification. All security lighting will be equipped with an internal auxiliary 48-hour battery backup power supply and will be connected to an onsite natural gas generator system that immediately activates upon power supply deficiencies.
Light trespass will be limited so as not to interfere with vehicular traffic, neighbors, and adjacent properties. Security lighting will illuminate all exterior areas of the facility site, including pedestrian or vehicular entrances, the perimeter fence line, the exterior of the building, and parking areas and will be installed in accordance with the following light levels on the horizontal plane at ground level:
1. Perimeter of outer area - 0.2 foot candles (fc)
2. Perimeter restricted area - 0.4 fc
3. Vehicle entrances and access control point - 5.0 fc
4. Parking lots – 2.0 fc
5. Pedestrian entrances - 2.0 fc
6. Area between building and fence – 1.0 fc
7. Sensitive inner structures - 1.0 fc
8. Entrances and active – 10.0 fc
9. Open yards – 2.0 fc
GOOD LLC will maintain a motion-activated video surveillance recording system at the premises that records all activity in images of high quality and high resolution capable of clearly revealing facial detail. Cameras will be located below light sources to maximize the quality of facial detail and body images and to avoid backlighting, glare and physical obstructions. All cameras will be high-definition and low light capable with a minimum resolution of D1 and a minimum light factor requirement of 0.7 Lux with a recorded image frame rate of 30 fps during alarm or motion-based recording. The Color Rendering Index of all cameras will be 80% for accurate image reproduction for identification of colors. Lighting levels will be designed to provide a light to dark ratio at 4:1 and reflectance will be maximized for visual acuity.

An alarm system is required for all license types. Describe the security alarm system for the proposed premises:

Pursuant to 3 AAC 306.715, GOOD LLC will ensure the integrated security access control, surveillance and intrusion alarm detection systems are continuously monitored and functional at all times. All alarm points will be armed 24-hours, 365 days per year and monitored by a UL2050 central station via a GSM connection. The alarm operator will contact authorized users who are on the call list and as necessary law enforcement to report all alarm conditions. Surveillance cameras will record all building and site perimeter areas, entrances and exits to the premises, and 100% of interior floor space with the exception of restrooms and locker rooms.
GOOD LLC will ensure the security system will monitor smoke and fire detection and all detectors will be installed in accordance with regulations established in National Fire Protection Association 72 and will detect one or more elements of combustion, heat, invisible smoke particles, and water vapor. Detectors will connect to an automatic fire alarm system integrated with the security system. Upon detection of smoke or fire the audible alarm and secure notification system will activate automatically.
GOOD LLC will ensure the integrated security system will be capable of detecting power loss and remaining operational in the event of power supply deficiencies. Security systems will be equipped with an internal auxiliary 48-hour battery backup supply and will be connected to an onsite natural gas generator system that immediately activates upon power supply deficiencies. The secure notification system will alert the Security Director upon detection of a power loss.
An intrusion alarm system will protect the manufacturing facility and is described herein, pursuant to 3 AAC 306.715. Manufacturing agents will be trained by the Security Director on the use of the intrusion alarm system, including arming and disarming the alarm system, the armed settings, the location of motion and wired door sensors, the location of fixed panic alarm buttons, and accidental activation procedures. The intrusion alarm system will, at a minimum:
1. Provide coverage of all entrances and exits and sensitive interior spaces, including the secure product storage room;
2. A silent panic alarm, which is activated by a button, connected to the intrusion system, and signals a life threatening or emergency situation requiring law enforcement response;
3. Include an audible intrusion alarm, signaling a break in or unauthorized entry, which contacts the Security Director and/or management personnel when the alarm is triggered and, if not triggered by accident, subsequently notifies local law enforcement;
4. Include a notification system, which provides an audible, text, and visual notification of facility power failure and alerts the Security Director immediately via text message;
5. Includes a notification system that alerts the Security Director by text message if any emergency exit door is opened; and
6. Have the ability to remain operational during a power outage and ensure all access doors and wired door sensors are not solely controlled by an electronic access panel, such that maglocks and wired door sensors remain operational during power outage.

The alarm system must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe how the security alarm system meets this requirement:

Pursuant to 3 AAC 306.715(b)(2), the security intrusion alarm detection system ("IDS") will protect the manufacturing facility by providing coverage at all perimeter entry points and portals, which will be armed and monitored 24-hours, 365 days per year by a UL 2050 certified central station. All exterior entry doors will be provided with card access, with a valid card reader that will shunt the alarm for authorized entry. The IDS will each be equipped with an internal auxiliary 48-hour battery back-up power supply that is connected to an onsite natural gas generator system that immediately activates upon power supply deficiencies.
The Honeywell Intrusion Alarm system and Honeywell GSM Communicator are the core components of the intrusion alarm system to be installed at the licensed manufacturing facility ("facility"). A number of sensors will be installed and integrated with the system. Acoustic glass break detection sensors will be installed at all window locations and will alarm if glass is broken. Wired door sensors will be installed on all entrances and exits to the building, including emergency exits. In addition to the wired door sensor, each emergency exit will be equipped with a Trident anti-pry multi-point locking device and will produce an audible alarm any time the door is opened, whether the intrusion alarm system is armed or disarmed. The alarm system will be triggered if any perimeter door is opened while the system is armed, and the status of all perimeter doors (i.e., open or closed) can be remotely monitored by the Security Director while the system is unarmed. Passive infrared motion sensors will be installed in all hallways and sensitive interior spaces in the manufacturing facility.
The system includes an audible intrusion alarm and a secure and continuously monitored notification system. The UL2050 central station will notify the assigned personnel about each alarm received and contact law enforcement as required. Each person on the call list, led by the Security Director, will be required to provide a password to the alarm-monitoring operator. The IDS will communicate via Honeywell GSM communicator. Select manufacturing agents will be trained to use the IDS that will be integrated into the access control system alarm monitoring software. The building floor plan will be imported into the alarm monitoring system showing the exact location of all alarm points. Each alarm has surveillance camera coverage to augment the overall security posture- providing security in-depth. The system will be continuously evaluated and improved upon as technologies and best practices improve.
The Honeywell Intrusion Alarm system has two different armed settings. The "stay" setting arms perimeter entry and exit doors, but not motion sensors. If the intrusion alarm system is set on "stay", the alarm will be triggered if any perimeter door is opened, but movement within the facility will not prompt alarm activation. This setting allows personnel to secure the building's perimeter from intruders yet remain able to move about the interior of the building to conduct work activities without triggering the alarm on the basis of motion. The "away" setting arms perimeter entry and exit doors as well as motion sensors. When the intrusion alarm system is set on "away", as it will be each evening when all personnel leave the premises, the alarm will be triggered if any perimeter door is opened and if any motion is detected in the building's interior.
Whether set on "stay" or "away", when the intrusion alarm is triggered, an audible alarm will sound and the Honeywell GSM Communicator will deliver a signal to the network control center. The network control center will contact the Security Director to investigate the cause of the alarm, and if the person contacted cannot explain the cause of the alarm, local law enforcement will be contacted immediately to investigate the potential intrusion.

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

Form MJ-01: Marijuana Establishment Operating Plan

Describe your policies and procedures for preventing diversion of marijuana or marijuana product:

Pursuant to 3 AAC 306.715(c), GOOD LLC will employ a series of training requirements that all manufacturing agents ("agents") must complete in order to ensure best practices related to product security and to mitigate the potential for the diversion of marijuana. GOOD LLC will train all agents on security provisions as part of the Anti-Diversion Plan, including the comprehensive loss prevention and anti-diversion strategy to ensure marijuana produced by GOOD LLC is only dispensed to approved customers. GOOD LLC will implement policies and procedures concerning breaches in product security in all stages of product inventory, intake, processing, packaging, storage and delivering. The internal Compliance Committee is responsible for ensuring all standard operating procedures are reviewed by subject matter experts at least annually for accuracy and adherence to compliance and best practices.The Security Director and the Compliance Committee are responsible for developing and implementing training modules related to anti-diversion. Agents are required to complete and pass a series of tests, complete a biannual training course administered by the Compliance Committee, and continuously receive up-to-date training provided by other managers and if necessary, third-party trainers, to encourage and practice industry best standards related to detecting, preventing, investigating and reporting theft and diversion. Specialized areas of training provided by other managers or third-party consultants will be determined by the Executive Management Team. No agent or consultant may work on-site at the manufacturing facility prior to receiving orientation training or when any required critical training is two weeks or more past due. Security provisions and related training will be continuously evaluated and improved to ensure curricula is updated, consistent and thoroughly covers the strategy. Training will be tailored to the roles and responsibilities of the job function of each agent.

Among security provisions relating to the strategy, supply-chain security is a top priority of GOOD LLC and a primary job duty of all agents, reinforcing a GOOD LLC-wide culture of responsibility. GOOD LLC policy requires control and security over inventory, the creation of strict divisions of duties and implementation of oversight procedures developed by management to prevent opportunities for diversion. Inventory management best practices will be implemented to reduce the potential for diversion and include: the identification of inventory levels and supply needed to sustain demand; understanding fully the product storage, packaging and dispensing processes in a given area; working across finance, clinical, manufacturing, general operations and supply chain to determine how pricing affects procurement and demand; identifying strong partnerships for consistent procurement and distribution of products; implementing processes and technology that give supply chain visibility to every area of overlapping operations; removing expired inventory from facility; creating an environment that supports performance monitoring, and sets and measures realistic goals; the creation of metrics to identify trends in product and process performance; monitoring supply usage and output on a regular basis; working through excess inventories; and using Lean Six Sigma's Define, Measure, Analyze, Improve and Control (DMAIC) principles to cut down on waste and improve operational processes relating to inventory management and supply chain.

GOOD LLC will train and educate agents on detecting losses or diversions caused by either internal or external parties with direction on observation, identification and documentation of activities related to losses or diversion. Agents will be trained to identify indicators of diversion, including: splitting of orders, deviations from GOOD LLC policies and procedures, suspicious behavior, exterior site surveillance, and other indications of planned diversion. Agents will be trained on determining whether activity or incidents constitute an emergency or a non-emergency response procedure, how to act upon all necessary and responsible actions, and to follow the directions of supervisors, emergency responders, and other authority figures. Agents will report any suspicion of theft or diversion to the Compliance Committee immediately as a condition of employment. Training on security provisions relating to the strategy include inventory management and control, using the Automated Data Processing System ("ADPS") for inventory tracking, audit and verification, ensuring proper packaging and labeling, and following security protocols. Agents must also participate in situational role-playing developed and implemented by the Security Director to thoroughly mimic the variety of possible product diversion incidents.

Describe your policies and procedures for preventing loitering:

Pursuant to 3 AAC 306.715, GOOD LLC will post signs around the facility that are no less than 12" x 12", with letters at least one-half inch in height in high contrast to the background of the sign, which will read, "NO LOITERING. Violators will be prosecuted." The signs will be located on the exterior of the manufacturing facility, in the parking area, and at all entry points.
All manufacturing agents ("agents") will be trained to identify suspicious activity and loitering and anyone loitering will be asked immediately to leave. Every agent is responsible for reporting suspicious activities and persons to their designated manager, who will notify law enforcement when a potential risk is identified. Should the person leave before the law enforcement officer's arrival, the manager will note the time to retrieve surveillance records, and record a description of the suspect and his/her vehicle for possible police use. Examples of suspicious activity could involve coworkers, customers, vendors or unknown persons and include any persons monitoring business operations; persons asking about closing times, volume of business, the amount of money on hand, etc.; persons who appear to loiter in the area examining the business layout and operations; and persons waiting for a lull in activity.

GOOD LLC will install security lighting within facility, at entry points and around the building and site perimeters, so that surveillance camera footage will provide clear images that are useful to law enforcement. Fixtures will be high-lumen, vandal-resistant and will be installed high and out of reach. Redundancy and lamp overlap will be provided so that a single lamp outage does not result in a dark spot vulnerable to intrusion. Enhanced security lighting will avoid light that is "too bright" and creates blinding glare or deep shadows. LED lights will be used due to their reliability and whiteness in color, aiding in clear video identification. All security lighting will be equipped with an internal auxiliary battery backup power supply and will be connected to an onsite natural gas generator system that immediately activates upon power supply deficiencies.

GOOD LLC will maintain a motion-activated video surveillance recording system at the premises that records all activity in images of high quality and high resolution capable of clearly revealing facial detail. Cameras will be located below light sources to maximize the quality of facial detail and body images and to avoid backlighting, glare and physical obstructions. All cameras will be high-definition and low light capable with a minimum resolution of D1 and a minimum light factor requirement of 0.7 Lux with a recorded image frame rate of 30 fps during alarm or motion-based recording. The Color Rendering Index of all cameras will be 80% for accurate image reproduction for identification of colors. Lighting levels will be designed to provide a light to dark ratio at 4:1 and reflectance will be maximized for visual acuity.

Describe your policies and procedures regarding the use of any additional security device, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm to enhance security of the proposed premises:

Pursuant to 3 AAC 306.715, GOOD LLC will implement additional security devices, including motion detectors, duress, panic, and hold up alarms, and other devices to enhance the security of the manufacturing facility. GOOD LLC will maintain a motion-activated video surveillance recording system at the premises that records all activity in images of high quality and high resolution capable of clearly revealing facial detail. Cameras will be located below light sources to maximize the quality of facial detail and body images and to avoid backlighting, glare and physical obstructions. All cameras will be high-definition and low light capable with a minimum resolution of D1 and a minimum light factor requirement of 0.7 Lux with a recorded image frame rate of 30 fps during alarm or motion-based recording. The Color Rendering Index of all cameras will be 80% for accurate image reproduction for identification of colors. Lighting levels will be designed to provide a light to dark ratio at 4:1 and reflectance will be maximized for visual acuity.
The video surveillance recording system at the premises will operate 24-hours a day, 365 days a year, will be equipped with an internal auxiliary 48-hour battery backup supply and be connected to an onsite natural gas generator that immediately activates upon power loss. The Security Director will be automatically notified upon power loss and ensure that all backup systems are functioning as intended. The motion-activated video surveillance recording system will provide a date and time stamp for every recorded frame. During alarm conditions the surveillance system will record real-time at 30 frames per second. Archive video will be watermarked to ensure authentication of video. The Security Director will regularly review to ensure the embedded date and time stamps are accurate in the system.
GOOD LLC will ensure the security alarm system will include panic alarm devices mounted at convenient, readily accessible locations throughout the licensed premises. Panic alarm devices will be located in the secure product storage, administrative areas, in close proximity to heavy traffic areas within the licensed premises, throughout corridors and in designated safe harbor rooms as determined by the Security Director and GOOD LLC security consultants based on the results of a risk analysis, threat assessment, and a vulnerability assessment. Management level manufacturing agents ("agents") will also be equipped with personal panic alarm devices on a lanyard to carry on their person at all times while on the licensed premises. All panic alarm devices will be monitored by the UL 2050 central station. The UL2050 alarm monitoring instructions will be to contact law enforcement immediately upon receiving a panic alarm.
All panic alarm devices trigger the security intrusion system, silently allowing agents to discreetly contact the Security Director and local law enforcement agencies in midst of a life-threatening or serious emergency situation. The security alarm system includes an audible intrusion alarm, a mobile application for remote monitoring, and a secure notification system. The audible intrusion alarm will signal unauthorized entry and contact the Security Director when the alarm is triggered and, if not triggered by accident, subsequently notifies local law enforcement agencies. Local law enforcement agencies will be contacted in accordance to the Underwriters Laboratories, Standard for Installation and Classification of Burglar and Holdup Alarm Systems Section 681.
All agents will be trained on the proper use of panic alarm devices, which may only be used in the event of a life-threatening or serious emergency situation. Facility maps will be mounted throughout the manufacturing facility showing the location of panic alarm devices to familiarize agents with their locations. Periodically, the Security Director will initiate random and unannounced mock security breach exercises in tandem with the UL2050 central station to test agent response to alarm initiation.

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

Form MJ-01: Marijuana Establishment Operating Plan

Describe your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when any automatic or electronic notification system alerts a local law enforcement agency of an unauthorized breach of security:

Pursuant to 3 AAC 306.715, GOOD LLC will employ a series of standard operating procedures, training modules, and best practices to ensure staff safety, product protection, and facility security. GOOD LLC will train all staff on security provisions, including, but not limited to, premises, transportation and organization security, the comprehensive loss prevention and anti-diversion strategy, access control, inventory control, unpredicted alarm notifications to law enforcement, security breaches, and use of the electronic, alarm, and video surveillance security systems.
GOOD LLC policy requires the implementation of strict organizational security measures and controls. The Security Director, Compliance Committee, and other members of the Executive Management Team will receive training. Training will be tailored to the roles and responsibilities of the job function of each agent. New agent orientation includes a summary overview of all training modules and a review of the Onboarding and Training Manual ("O&T Manual"). The O&T Manual provides in-depth information on facility security policies and procedures and outlines mandatory training, including GOOD LLC security provisions and the loss prevention and anti-diversion strategy. Each agent must receive, read, and acknowledge their understanding of the material covered in the O&T Manual.

As a condition of employment, all staff are required to report any suspicious activity or security concerns to the Security Director immediately. Additionally, all staff are responsible for following standard operating procedures during the event of an automatic or electronic notification system alert to local law enforcement. Security provisions and related training will be continuously evaluated and improved upon to ensure curriculums are updated, consistent and thoroughly cover all policies and procedures.

GOOD LLC understands it will operate in a high-security environment and the safety and security of all manufacturing agents ("agents") is of primary concern. Internal and external security threats to GOOD LLC exist relating to physical, cyber and procedural security in all phases of operations. It is the responsibility of every employee to aid in the security of the facility through prevention, awareness, reporting, and responsible incident management. It will be the responsibility of the Compliance Committee in collaboration with the Security Director to develop and maintain security measures and policies and procedures intended to deter and prevent unauthorized entrance into the premises, with a focus on areas containing marijuana products as well as theft or diversion.

The Security Director will train all staff to activate and deactivate the intrusion alarm system in the event of an unpredicted security breach. Support agents and any contractors will not be authorized to activate or deactivate the system, and will not be provided the system code. The Security Director will only provide the system code and instructions for activation and deactivation to the necessary personnel, which will generally be restricted to the Manufacturing Manager, select manufacturing facility assistant managers, members of the Executive Management Team, and the Security Director. In addition, agents will be trained on the use of panic alarm buttons mounted at convenient, readily accessible locations throughout the licensed premises. Manufacturing agents will also be provided with additional panic alarm devices, which may be worn on lanyards and used to set off a silent alarm in an emergency situation.
Agents must also participate in situational role-playing developed to thoroughly mimic the variety of possible security breaches and incidents. The role-playing training takes place inside the facility where the Committee will act out security threats to ensure staff is informed and prepared to respond appropriately. All agents will be trained by the Compliance Committee, in coordination with the Human Resources Manager, as well as any other relevant management personnel, and must continually demonstrate a working knowledge of training materials as a condition of employment. In the event that an unauthorized security breach signals an automatic or electronic notification systems alert and a local law enforcement agency is contacted, all staff must follow GOOD LLC's security provisions, policies, and procedures and act accordingly to the simulated role-playing training as part of staffing and training requirements.
GOOD LLC's policies ensure that all unauthorized breaches will be recorded and documented appropriately. A summary of the unauthorized breach providing a general description of events, approximate timelines, the parties involved, resolution of the emergency, external notifications required and recommendations for prevention and remediation will be developed immediately after a breach. Additionally, a description of emergency events indicating specific timelines, persons involved, hours spent on various activities, impact to affected parties, ensuing discussions, decisions and assignments made, problems encountered, successful and unsuccessful activities, notifications required or recommended, steps taken for containment and remediation, recommendations for prevention and remediation (short-term and long-term), identification of policy and procedure gaps, results of post-emergency review will be executed by all relevant staff.

Video Surveillance (3 AAC 306.720):

All licensed marijuana establishments must meet minimum standards for surveillance equipment. Applicants should be able to answer "Yes" to all items below.

Video surveillance and camera recording system covers the following areas of the premises:	Yes	No
Each restricted access area and each entrance to a restricted access area	☑	☐
Both the interior and exterior of each entrance to the facility	☑	☐
Each point of sale area	☑	☐

Each video surveillance recording:	Yes	No
Is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing	☑	☐
Clearly and accurately displays the time and date	☑	☐
Is archived in a format that does not permit alteration of the recorded image, so that the images can readily be authenticated	☑	☐

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

Form MJ-01: Marijuana Establishment Operating Plan

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:

Pursuant to 3 AAC 306.720, GOOD LLC will ensure the integrated security access control, surveillance and intrusion alarm detection systems are continuously monitored and functional at all times. All alarm points will be armed 24-hours a day, 365 days a year and monitored by a UL2050 central station via a GSM connection. The alarm operator will contact authorized users who are on the call list and as necessary law enforcement to report all alarm conditions. Surveillance cameras will record all building and site perimeter areas, entrances and exits to the premises, and 100% of interior floor space with the exception of restrooms and locker rooms. All systems will have an internal auxiliary 48-hour battery backup supply and will be connected to an onsite natural gas generator system that immediately activates upon power supply deficiencies.
GOOD LLC will maintain a motion-activated video surveillance recording system at the premises that records all activity in images of high quality and high resolution capable of clearly revealing facial detail. Cameras will be located below light sources to maximize the quality of facial detail and body images and to avoid backlighting, glare and physical obstructions. All cameras will be high-definition and low light capable with a minimum resolution of D1 and a minimum light factor requirement of 0.7 Lux with a recorded image frame rate of 30 fps during alarm or motion-based recording. The Color Rendering Index of all cameras will be 80% for accurate image reproduction for identification of colors. Lighting levels will be designed to provide a light to dark ratio at 4:1 and reflectance will be maximized for visual acuity. Pre and post record for 15 seconds will occur for such an alarm. Doors into these areas will all have access control that determines who and when these doors can be entered. Only vetted and authorized personnel will have access to these areas.
GOOD LLC's security surveillance system will be configured to capture all entrance to and exits from the facility, including loading dock entrances, at a distance no less than 20 feet from the perimeter of the licensed premises. Each camera will be mounted, providing a full profile view a person who exits through an alarmed door or through forcible entry from the outside. The camera system will have video loss detection and will alarm if the camera view is blocked. The surveillance system will integrate with the associated door alarm. If a door is opened, the security system will alarm and the camera system will record at 30 fps the first 15 seconds of video prior to and after the alarm. These system images will be high resolution and provide detailed facial images and other characteristics such as hair color, clothing type and height. Site entrance and loading dock cameras will capture vehicle make, model and license plate number.

Describe the locked and secure area where video surveillance recording equipment and 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 board:

Pursuant to 3 AAC 306.720, GOOD LLC will ensure all security system equipment and recordings are maintained in a secure location so as to prevent theft, loss, destruction and alterations. The monitors and DVRs used for on-site video surveillance viewing and storage will be located in a restricted access security enclosure within the DVR and Records Storage Room, protected by an access control card reader on the door that allows only a limited number of authorized persons, including the Security Director, to gain access. Access to the DVR and Records Storage Room where all surveillance equipment and on-site recordings are located will be limited to personnel who are essential to surveillance operations, law enforcement officials as necessary, security system service personnel, the Alaska Marijuana Control Board and other persons authorized by the Alaska Marijuana Control Board. A list of currently authorized GOOD LLC personnel and service personnel that have access to the DVR and Records Storage Room will be available to the Alaska Marijuana Control Board upon request. Any authorized third-party who must access the DVR and Records Storage Room must be escorted by the Security Director or his/her designee at all times. All access to the DVR and Records Storage Room will be recorded on camera and by the access control system, and all access to the DVR lock box will be recorded on the Surveillance System Access Log. Surveillance footage of access to the restricted access DVR and Records Storage Room will be maintained separately off-site, which adds an extra layer of protection and ensures that if all on-site surveillance recordings are destroyed, the Security Director will still have access to security room surveillance footage for the purpose of investigation. In accordance with 3 AAC 306.720(e), the video recordings will be available to the Alaska Marijuana Control Board for no less than 40 days in a format that can be easily accessed for viewing.
All recordings on local hard drives will be wiped seven times (the NSA Standard) prior to disposal and any DVDs will be destroyed. Onsite surveillance equipment will be stored in a locked, tamper-proof compartment inside the DVR and Records Storage Room, with access only provided to the executive management team and the Security Director.

Location of Surveillance Equipment and Video Surveillance Records:	Yes	No
Surveillance room or area is clearly defined on the premises diagram	✓	
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	✓	
Surveillance recording equipment access is limited to a marijuana establishment licensee or authorized employee, and to law enforcement personnel including an agent of the board	✓	
Video surveillance records are stored off-site	✓	

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

Form MJ-01: Marijuana Establishment Operating Plan

Business Records (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. Applicants should be able to answer "Yes" to all items below.

Business Records Maintained and Kept on the Licensed Premises:	Yes	No
All books and records necessary to fully account for each business transaction conducted under its license for the current year and three preceding calendar years; records for the last six months are maintained on the marijuana establishment's licensed premises; older records may be archived on or off-premises	✓	☐
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	✓	☐
The business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises	✓	☐
Records related to advertising and marketing	✓	☐
A current diagram of the licensed premises including each restricted access area	✓	☐
A log recording the name, and date and time of entry of each visitor permitted into a restricted access area	✓	☐
All records normally retained for tax purposes	✓	☐
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	✓	☐
Transportation records for marijuana and marijuana product as required under 3 AAC 306.750(f)	✓	☐

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

Form MJ-01: Marijuana Establishment Operating Plan

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:

Pursuant to 3 AAC 306.755, in addition to the restricted DVR and Records Storage Room on-site the licensed premises, all records pertinent to the operation of the manufacturing facility, including but not limited to, those related to production operations, compliance, security, manufacturing agents, inventory, transportation, recall and withdrawal, and analytical testing, will be stored as duplicates at a secure, off-site storage location, which will be protected by the primary security alarm system the second, independent security alarm system. Many records related to inventory tracking, transportation and distribution will also be digitally maintained by the cloud-based automatic data processing/point-of-sale system. All required records will be retained for at minimum five (5) years and will be made available to the Alaska Marijuana Control Board immediately upon request. Secure records storage areas can only be accessed by the Executive Management Team and the Security Director.

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

Form MJ-01: Marijuana Establishment Operating Plan

Section 3 – Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730, and identify how the proposed establishment will meet the listed requirements.

All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with the system the board implements 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 propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

Applicants should be able to answer "Yes" to all items below.

Marijuana Tracking and Weighing:	Yes	No
A marijuana inventory tracking system, capable of sharing information with the system the board implements to ensure tracking for the reasons listed above, will be used	☑	☐
All marijuana delivered to a marijuana establishment will be weighed on a scale certified in compliance with 3 AAC 306.745	☑	☐

Describe the marijuana tracking system that you plan to use and how you will ensure that it is capable of sharing information with the system the board implements:

Pursuant to 3 AAC 306.730, the Inventory Manager is assigned responsibility for oversight of all inventory management activities and for implementing and enforcing the contained policies and procedures. It is established that the Manufacturing Manager will ensure the cumulative inventory of seeds, plants and usable marijuana reflects the projected needs of customers. The Manufacturing Manager and Inventory Manager will work collaboratively to assure that inventory is tracked from seed to sale, counted and recorded at required intervals, and that any discrepancies are reported to the appropriate authorities.
GOOD LLC has selected a marijuana-industry-specific automatic data processing/point-of-sale system, MJ Freeway, as the electronic inventory control system for marijuana and marijuana products. MJ Freeway will be used for inventory management and control purposes in the manufacturing facility in accordance with 3 AAC 306.730. MJ Freeway is able to create an Excel or PDF, exported inventory record that is to be consolidated and can be submitted to the state inventory tracking program, METRC. The Inventory Control Manager will reconcile any inventory each morning before beginning any work at the manufacturing facility and again in the evening before leaving the facility for the day.
MJ Freeway is a real-time, seed to sale inventory management system that can track marijuana throughout operations. The program can track plants in any phase of development, track products in development, track finished products as they are shipped or transferred, waste or disposal, and final sales to customers. The new feature, MixTracker, allows manufactured and infused marijuana products to be tracked accurately and allows an accurate label to be printed for each unique product. The new features also allow GOOD LLC to receive testing results directly from a testing facility and allow all state specific compliance reporting to be exported at any time.

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

Form MJ-01: Marijuana Establishment Operating Plan

Section 4 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700, and identify how the proposed establishment will meet the listed requirements.

A marijuana establishment and each licensee, 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, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

Applicants should be able to answer "Yes" to all items below.

Marijuana Hander Permit:	Yes	No
Each licensee, 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	☑	☐
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 premises of a retail marijuana store, marijuana cultivation facility, or marijuana product manufacturing facility) when on the licensed premises	☑	☐
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	☑	☐

Describe how your establishment will meet the requirements for employee qualifications and training:

Pursuant to 3 AAC 306.425, GOOD LLC will ensure that each manufacturing agent ("agent") who is required or permitted to be physically present at the licensed premises at any time will obtain a marijuana handler permit from a licensed marijuana handler class before being present or employed at GOOD LLC's licensed premises. The manufacturing facility will also ensure that the marijuana handler permit card is in the person's immediate possession or a valid copy is on file on the premises at all times while the employee is present. The marijuana handler permit class, as detailed in 3 AAC 306.700(b), will ensure that the employee will know the effects of consumption of marijuana and marijuana products, how to identify a person impaired by consumption of marijuana, how to determine valid identification, how to intervene to prevent unlawful marijuana consumption, and the penalty for an unlawful act by a licensee, an employee, or an agent of a marijuana establishment.
Pursuant to 3 AAC 306.700, GOOD LLC developed written standard operating procedures to promote Good Manufacturing and Handling Practices. GOOD LLC will leverage its tenured team of professionals and subject matter experts to refine and implement these standard operating procedures and use them as a foundation for training all agents. The Compliance Committee is responsible for ensuring all standard operating procedures are reviewed by subject matter experts at least annually for accuracy and adherence to compliance and best practices.
GOOD LLC will employ a series of training requirements that all agents must complete in order to ensure a full understanding of GOOD LLC policies and standard operating procedures, as well as other laws and regulations pertinent to the agent's responsibilities. Training is a critical component of GOOD LLC's manufacturing operations. GOOD LLC will train all agents as required to perform job duties and functions safely and in compliance with applicable laws and regulations. GOOD LLC employs a strategy of module-based training, with each module covering a single topic in-depth for general training or for job-specific training and will be tracked and documented for reporting and management purposes. The Human Resources Manager and Compliance Committee are responsible for the development and implementation of an overall Training Plan, including specific training modules related to GOOD LLC policies and procedures related to each agent position. Agents are required to complete and pass a series of tests, complete a biannual training course administered by the Compliance Committee, and continuously receive up-to-date training provided by other managers and if necessary, third-party trainers, to encourage and practice industry best standards related to GOOD LLC policies and procedures. Subject matter experts will review all GOOD LLC standard operating procedures at least annually for revision and continuous improvement.
GOOD LLC orientation for new agents will include a summary overview of all training modules, which include: compliance, regulation, and law; standards of conduct and reasons for dismissal; agent's role in GOOD LLC's overall operations, marijuana science and GOOD LLC's commitment to science-based operations; processing safety; processing security; emergency management; the agent's role in inventory management and diversion prevention; record keeping; controlled access management; sanitation and hygiene; quality assurance and control; recall and withdrawal; marijuana extraction, processing and infusion methods; product care; processing environment; room care; the proper and safe handling of equipment and tools; and GOOD LLC's focus on quality operations and preventing product contamination.
All agents will receive a position specific to the O&T Manual, a GOOD LLC Employee Manual, and attend and complete all new agent orientation prior to commencing employment. See attached operating plan for more details

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

Form MJ-01: Marijuana Establishment Operating Plan

Section 5 – Waste Disposal

Review the requirements under 3 AAC 306.740, and identify how the proposed establishment will meet the listed requirements.

Applicants should be able to answer "Yes" to the statement below.

Marijuana Waste Disposal:	Yes	No
The marijuana establishment shall give the board at least 3 days notice in the marijuana inventory tracking system required under 3 AAC 306.730 before making the waste unusable and disposing of it	☑	☐

Describe how you will store, manage, and dispose of any solid or liquid waste, including wastewater generated during marijuana cultivation, production, process, testing, or retail sales, in compliance with applicable federal, state, and local laws and regulations:

Pursuant to 3 AAC 306.740, GOOD LLC developed written standard operating procedures to promote good growing and handling practices, including all aspects of waste products, and the control thereof. GOOD LLC will leverage its tenured team of professionals and subject matter experts to refine and implement these standard operating procedures and use them as a foundation for training all registered manufacturing agents. The Compliance Committee is responsible for ensuring all standard operating procedures are reviewed by subject matter experts at least annually for accuracy and adherence to compliance and best practices.
The Manufacturing Manager, in conjunction with the Compliance Committee and Inventory Manager, will implement a Waste Disposal Plan that is fully compliant with the Alaska Marijuana Control Board regulations and local laws. The Waste Disposal Plan will incorporate Good Handling Practices and Good Manufacturing Practices to ensure product safety and adherence to best practices of traditional manufacturing and pharmaceutical operations. All marijuana related waste generated from normal manufacturing facility activities, excess production, contamination, adulteration, product expiration, or lack of suitability for human consumption will be securely stored, rendered unusable, and disposed of in an approved manner. GOOD LLC will implement best practices to streamline effective and responsible waste disposal procedures in an effort to prevent unauthorized diversion, misuse, product loss, or environmental contamination.
GOOD LLC will not produce or maintain quantities of marijuana products in excess of what is needed for normal, efficient operation and to meet the needs of customers. Prior to disposal, marijuana related waste will be securely stored in a locked compartment that is located in an area under video surveillance and kept quarantined from all usable marijuana products and marijuana plant material in order to prevent contamination. Prior to disposal, marijuana waste will be rendered unusable and returned to the secure storage location immediately after being rendered unusable. After being rendered unusable, mixed marijuana waste will be securely stored until it is transported by a local compost GOOD LLC, who will remove all destroyed marijuana related waste mixture from the licensed premises on a weekly basis for disposal by composting if possible, or otherwise along with general waste.
The secure area used for the storage and mixing of marijuana waste will be securely locked and protected from unauthorized entry, other than during the time required to move or render marijuana unusable, or prepare mixed waste for transport to the specified disposal facility. Marijuana related waste will be stored and disposed of in a manner that: minimizes the development of odors that could present a public nuisance; minimizes the potential for such waste to attract, harbor, or become a breeding place for pests; protects against contamination of marijuana, contact surfaces, other areas of the licensed premises, water supplies, site grounds; and prevents diversion, theft, or loss of marijuana waste; and ensures traceability through internal documentation and real-time electronic tracking in the automatic data processing/point-of-sale system.
The manufacturing facility will produce quantities of sewage waste consistent with a facility with a similar size staff. The adequacy of the plumbing system will assure that no sewage or other liquid waste will contaminate areas surrounding the manufacturing facility or the potable water line. GOOD LLC will not produce toxic wastewater or runoff during the manufacturing of marijuana products.
The Manufacturing Manager will also ensure that any spills are cleaned up immediately, runoff is reduced, and irrigation is adjusted to reflect plant needs in an effort to reduce water consumption, and ultimately, water waste. These water preservation efforts extend to ensure the safety of employees, consumers and the environment. If an event requiring the treatment of wastewater or runoff occurs, the GOOD LLC will dispose of wastewater according to procedures outlined by the local municipal wastewater treatment plant.
GOOD LLC employed an industry best practice expert to assist in the development of all standard operating procedures. The Manufacturing Manager is assigned responsibility for enforcing the contained policies and procedures. All waste, including waste composed of or containing finished marijuana and marijuana products, will be stored, secured, locked and managed in accordance with state laws and regulations.
All disposed waste will be recorded in the Waste Disposal Log with details pertaining to the date of disposal, type and quantity of waste disposed of and the manner of disposal. The Manufacturing Manager will also report any verifiable incident of unauthorized destruction of marijuana to the Alaska Marijuana Control Board and law enforcement.

Describe what material or materials you will mix with the ground marijuana waste to make it unusable:

Pursuant to 3 AAC 306.740, GOOD LLC will ensure all marijuana related waste is weighed and documented in the system prior to being transferred to the Secure Waste Storage. All marijuana related waste will be ground, rendered unusable and incorporated with non-marijuana, compostable waste until the mixture contains less than 50% marijuana plant material. Non-marijuana compostable waste used will primarily be cocoa fibers, earthworm castings, dirt, etc. from the functions of the cultivation facility. When enough media is unavailable, GOOD LLC will use Bokashi Compost to render all marijuana unusable. A local compost or waste GOOD LLC will remove all unusable marijuana related waste mixture from the licensed premises on a weekly basis for disposal. It is GOOD LLC's policy that marijuana related waste may not be mixed with or disposed with other general solid waste produced at the facility, and will be managed separately. GOOD LLC prohibits the destruction or disposal of marijuana waste in any manner other than specified herein. Improper destruction or disposal of any type of waste by a manufacturing agent is cause for termination as will be clearly detailed in the GOOD LLC's operation manual and agent handbook.

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

Form MJ-01: Marijuana Establishment Operating Plan

Marijuana waste must be rendered unusable for any purpose for which it was grown or produced before it leaves the marijuana establishment. Describe the process or processes that you will use to make the marijuana plant waste unusable:

Pursuant to 3 AAC 306.740, GOOD LLC will implement best practices to streamline effective and responsible waste disposal procedures in an effort to prevent unauthorized diversion, misuse, product loss, or environmental contamination. All marijuana waste generated from normal manufacturing facility activities, excess production, contamination, adulteration, product expiration, or lack of suitability for human consumption will be securely stored. GOOD LLC will ensure all marijuana waste is weighed and documented in the automatic data processing/point-of-sale system prior to being transferred to the Secure Waste Storage. All marijuana waste will be ground, rendered unusable and incorporated with non-marijuana, compostable waste until the mixture contains less than 50% of marijuana plant material.
The Manufacturing Manager, Compliance Committee, and Executive Management Team developed a unique set of standard operating procedures and best practices to ensure all marijuana waste is rendered unusable for any purpose which it was grown or produced before it leaves the manufacturing facility. Each manufacturing agent will receive training in order to ensure the proper disposal of marijuana waste is in accordance with GOOD LLC's policies. Each manufacturing agent ("agent") will be required to check the automatic data processing/point-of-sale system and relevant internal logs to determine the record keeping requirements for marijuana waste disposal. Agents will properly store all marijuana waste after it has been recorded and documented to Secure Waste Storage. Agents will inform the Alaska Marijuana Control Board no less than later than three days before making the waste unusable and disposing of it. Non-marijuana waste will be added to ground marijuana waste until the mixture contains more than 50% of non-marijuana waste. Waste will be mixed using a Poly Scoop shovel to ensure the marijuana waste is rendered unusable and unrecognizable. Agents will properly secure storage containers once disposable content exceeds more than 50% of non-marijuana waste. The Waste Disposal Log and automatic data processing/point-of-sale system entries will be updated to meet GOOD LLC's record keeping requirements. Agents will sanitize and clean all supplies, equipment, and work surfaces that were exposed to marijuana and non-marijuana waste. The Manufacturing Manager will work closely with agents at the manufacturing facility to coordinate pick-up and disposal of all generated waste.

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

Form MJ-01: Marijuana Establishment Operating Plan

Section 6 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750, and identify how the proposed establishment will meet the listed requirements.

Applicants should be able to answer "Yes" to all items below.

Marijuana Transportation:	Yes	No
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	☑	☐
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	☑	☐
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	☑	☐
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	☑	☐
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	☑	☐
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	☑	☐
The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest	☑	☐

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

Form MJ-01: Marijuana Establishment Operating Plan

Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment:

Pursuant to 3 AAC 306.750, GOOD LLC requires all final packages containing marijuana to be recorded within the automatic data processing/point-of-sale system and assigned a unique package number at the time of sealing, which will be printed on a label affixed to the package along with all product information required by the Alaska Marijuana Control Board, including the date and time of the sealing of the package for shipment. GOOD LLC will establish standard operating procedures, in accordance with 3 AAC 306, as the shipper of marijuana products to ensure the integrity of all shipments. All shipping packages will clearly indicate the name and signature of the manufacturing agent who prepared and sealed the package for shipment, the time of sealing, the name and address of GOOD LLC's licensed facility where the package was sealed for shipment, and the shipment identification number of the package. These items will be printed on a label as the agent prepares the shipping package and the label affixed before the package is sent.
GOOD LLC has selected MJ Freeway, which will work in coordination with METRC, the state marijuana seed-to-sale tracking program. GOOD LLC will generate and record electronic and physical transportation manifests of all incoming and outgoing shipments. The shipping manifest must include the name of the transportation agent assigned, date and start time of the trip, origin and destination addresses, detailed description of the products being shipped, and the anticipated route of transportation. The manifest will also contain detailed quantities, weights, product labels, and the estimated delivery time. All shipment packaging will be secured using tamper-proof tape and a single use identification code for secure containers. Both the transportation Agent and the Manufacturing Facility Manager will enter any information in a transportation event log. Upon arrival of a GOOD LLC shipment to a receiving licensee, GOOD LLC transportation agent will provide notification to the receiving licensee to continue the chain of custody of the shipment. The GOOD LLC agent will provide a copy of the completed electronic manifest for the shipment to the receiving licensee. GOOD LLC will retain the electronic manifest of the shipment in its record for a minimum of five (5) years. If is determined there is a discrepancy, the GOOD LLC transportation agent will immediately notify the Manufacturing Facility General Manager and GOOD LLC with any regulations.
GOOD LLC will ensure that all packages containing any finished marijuana products will be opaque, tamper-evident, child-resistant, re-sealable, and plain in design and that all testing and ingredients are listed clearly on the package. Any retail marijuana store will be instructed that opening or tampering with final packaging and repackaging is strictly prohibited, rendering the product unusable and unfit for sale. Only food or pharmaceutical grade packaging materials will be utilized for individual products. GOOD LLC will be affix labels to individual products that bear a clear warning that it is illegal to transfer to the package or contents to any person under the age of 21 and no package will bear any cartoon, color scheme, image, graphic, or feature that might make the package attractive to children. GOOD LLC will ensure that all packages containing marijuana and any finished products will not bear any resemblance to the trademarked, characteristic, or product-specialized packaging of any commercially available candy, snack, beverage, or baked good. Any finished product from GOOD LLC will have a label clearly listing any non-marijuana ingredients in order of their quantity within the final product in accordance with the Federal Food, Drug, and Cosmetics Act and the Federal Fair Packaging and Labeling Act. Any labels on individual products or packaging will not bear any seal, flag, crest, or other insignia that would lead a person to believe the product was endorsed, manufactured, or used by any state, county, or municipality or any agency thereof.

Describe the type of locked, safe, and secure storage compartments that will be used in any vehicles transporting marijuana or marijuana product:

Pursuant to 3 AAC 306.750, it is GOOD LLC's policy that all marijuana and marijuana products in the process of transport are maintained in a locked, opaque storage container that has a separate key or combination pad and has GPS tracking capabilities. These shipping containers will be bolted to the interior of the transportation vehicle, which will be an opaque, nondescript cargo van.
GOOD LLC will utilize proprietary secure steel shipping containers to store marijuana and marijuana products throughout all transportation activities. These secure shipping containers are designed and manufactured specifically for the secure transport of marijuana and marijuana products and to exceed state regulatory requirements. These secure shipping containers are accessible only through programmable security codes, which will be created and programmed at the manufacturing facility prior to transport by the Transportation Manager or a transportation agent. This code will be delivered via secure electronic delivery service to the destination manufacturing or retail facility prior to delivery. The transportation agents will not have access to the security codes and are unable to open the secure shipping containers without a notification being sent to the Transportation Manager concerning a possible security breach. GOOD LLC policy requires that each secure shipping container be equipped with a GPS and have tamper-evident tape applied over the access point of the container prior to transport.
These secure shipping containers have a GPS function that restricts access to the shipping container unless the GPS registers that the shipping container is at the address of the intended destination location, even if the correct security code has been entered. Prior to transport, the Transportation Manager will program the shipping container with the destination address and the transportation agents will be unable to open the secure shipping containers until the destination is reached and the correct code is entered, providing an extra layer of security. The shipping containers are traceable using a secure mobile application that will provide the exact location of the shipping container and transport vehicle at all times.
The Transportation Manager will have access to this secure digital tracking service via smartphone and GOOD LLC computer and will monitor transportation activities throughout the duration of the transportation event. In addition, detection notifications will alert the Transportation Manager of all access attempts and access points. These notifications will be designed and utilized to alert the Transportation Manager if a shipping container detects unauthorized access attempts, tampering, or damaging conditions. The shipping containers used for transport can withstand a certain "time of violence" that is at least 10 minutes in duration.

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

Form MJ-01: Marijuana Establishment Operating Plan

Section 7 – Signage and Advertising

Describe any signs that you intend to post on your establishment with your business name, including quantity and dimensions:

Pursuant to 3 AAC 306 and standard industry best practices, there will not be any signage on the exterior of the manufacturing facility that include GOOD LLC's business name, as the facility will remain as anonymous as possible for the safety of operations and our employees. The address of the manufacturing facility will be posted on the exterior of the building and visible from the street, but will only be made available in external communications to appropriate parties that have a need to know. All external signage will be maintained in compliance with applicable State and city laws and regulations.

If you are not applying for a retail marijuana store license, you do not need to complete the rest of Section 7, including Page 17.

Restriction on advertising of marijuana and marijuana products (3 AAC 306.360):

All licensed retail marijuana stores must meet minimum standards for signage and advertising.

Applicants should be able to answer "Agree" to all items below.

No advertisement for marijuana or marijuana product will contain any statement or illustration that:	Agree	Disagree
Is false or misleading	☐	☐
Promotes excessive consumption	☐	☐
Represents that the use of marijuana has curative or therapeutic effects	☐	☐
Depicts a person under the age of 21 consuming marijuana	☐	☐
Includes an object or character, including a toy, a cartoon character, or any other depiction designed to appeal to a child or other person under the age of 21, that promotes consumption of marijuana	☐	☐

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

Form MJ-01: Marijuana Establishment Operating Plan

No advertisement for marijuana or marijuana product will be placed:	Agree	Disagree
Within one thousand feet of the perimeter of any child-centered facility, including a school, childcare facility, or other facility providing services to children, a playground or recreation center, a public park, a library, or a game arcade that is open to persons under the age of 21	☐	☐
On or in a public transit vehicle or public transit shelter	☐	☐
On or in a publicly owned or operated property	☐	☐
Within 1000 feet of a substance abuse or treatment facility	☐	☐
On a campus for post-secondary education	☐	☐

Signage and Promotional Materials:	Agree	Disagree
I understand and agree to follow the limitations for signs under 3 AAC 306.360(a)	☐	☐
The retail marijuana store will not use giveaway coupons as promotional materials, or conduct promotional activities such as games or competitions to encourage sale of marijuana or marijuana products	☐	☐
All advertising for marijuana or any marijuana product will contain the warnings required under 3 AAC 306.360(e)	☐	☐

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

Form MJ-01: Marijuana Establishment Operating Plan

Section 8 – Control Plan for Persons Under the Age of 21

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:

Pursuant to 3 AAC 306.430 and standard industry best practices, GOOD LLC will utilize a combination of physical design features, technologies, and procedures to prevent unauthorized entry. The manufacturing facility will operate from a nondescript, preexisting concrete masonry unit structure. GOOD LLC has engaged a local security firm to perform a risk analysis, threat and vulnerability assessments to incorporate methodologies based on Crime Prevention Through Environmental Design (CPTED), which is a multi-disciplinary approach through environmental design that encompasses architectural security elements, electronic security systems, and organizational security elements.

GOOD LLC will secure and monitor access to facility through the installation and use of a highly secured access control system. The access control system will be used to monitor and record the movement of personnel onto the site, into the building and throughout the facility, and selectively allow and prevent access to restricted areas.

Entry through a private entrance door and a minimum of two additional locked doors is necessary to reach any room where marijuana is present. All doors will be 18-gauge hollow metal with commercial-grade l, commercial locks. Exterior doors and restricted access entries will be equipped with electric strike and electronic access hardware that automatically lock. Emergency door systems are connected to access control and alarms systems that will produce an audible alarm if the door is opened. Inter-system connectivity will exist for alarm, access control and surveillance systems.

A high security fence will border the perimeter of the site with one access gate for all ingress and egress, with the gate controlled via key FOB. Additional features include adequate security lighting, barrier delay countermeasures, metal mesh guards over HVAC openings, and landscaping, which will be maintained to easily detect unauthorized activity and prevent concealment. GOOD LLC will require a recurring annual third-party security audit for the re-evaluation and analysis of all installed physical security

It is GOOD LLC's policy and state law that no persons under the age of 21 are employed or allowed to gain authorized access at the manufacturing facility. GOOD LLC developed a Visitation Protocol to ensure all visitors are required to present a valid government-issued identification card to confirm identity, age, and authenticity. All scheduled visitors that do not meet the minimum age requirement of 21 years old, will not be granted authorized access. If an unauthorized person refuses to leave, the manufacturing agent handling the visitor intake may contact local law enforcement if the issue persists. The panic button may be used if the situation becomes life threatening, such as if a person begins making threats or brandishing a weapon.

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

CHRISTIAN HOOD
Printed name

Subscribed and sworn to before me this 12th day of August, 2016.

Notary Public in and for the State of Alaska.

My commission expires: 6/12/19

NICK AKERS
My Commission Expires
NOTARY PUBLIC
Jun 12, 2019
STATE OF ALASKA