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:	Musky Ox, LLC	**License Number:**	10135		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	MUSKY OX				
Premises Address:	741 Bennett Rd.				
City:	Fairbanks	**State:**	ALASKA	**ZIP:**	99712

Mailing Address:	741 Bennett Rd.				
City:	Fairbanks	**State:**	ALASKA	**ZIP:**	99712

Primary Contact:	Jonathan Mansker		
Main Phone:	907-750-2573	**Cell Phone:**	
Email:	jjmansker@googlemail.com		

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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:

Access to the premises will be monitored and restricted at all times. The facility will be equipped with ample outdoor lighting, video surveillance, an alarm system, and prominently-placed signage informing all entrants that the premises is secured and monitored. Security cameras will also be installed throughout the interior of the facility to allow for monitoring all areas 24 hours each day. The security cameras will monitor, at a minimum: all entrances and exits, the check in area, all security doors and restricted access areas, all windows, every portion of the office and safe room and the vault, all processing and packaging counters, and the exterior of the building to record all activity adjacent to and surrounding the facility. Visitors will enter through the well-marked front entrance door and check in with a security agent in the lobby and reception area. All entrants must provide state-issued identification, with no exceptions, and obtain a visitor badge to be displayed on their person at all times within the facility. Visitor identification will be kept in security possession the entire time they are within the facility, and returned upon exit. All visitors will be escorted by an employee at all times while on the premises, and their visitor badge will be returned to the employee prior to leaving. A visitor's log will be kept by the escorting employee and noted with the visitor's name, date and time, and purpose of the visit. This log will be made available to the MCB upon request. All restricted access areas within the facility will be monitored at all times and separated from public areas by locked doors. Access to restricted areas will only be granted with a smart lock system, and signage will be prominently displayed on each door indicating that the door leads to a restricted area and members of the public are not permitted without escort. Cameras will also be placed conspicuously at each door to deter visitors from attempting access alone.

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

Those with unrestricted access to the entire facility include: the owners, the manager on duty, specially-defined agents, and any emergency personnel during a time of an emergency. All other individuals who are permitted access to the restricted areas will be escorted at all times. Visitors will enter through the front entrance door and check in with a security agent in the lobby and reception area. All entrants will be required to provide state-issued identification, and will be given a company-issued visitor badge to be displayed on their person at all times within the facility. Visitor identification will be photocopied and kept in security possession the entire time the visitor is within the facility, and returned upon their exit. The visitor will sign into a log indicating the date, time in and out of the restricted space, and purpose of the visit. The visitor's log and copies of all visitor information will be kept and stored as official business records, and will be made available to the MCB upon request. All visitors will be escorted by an employee at all times while in the restricted access areas, and their visitor badge will be returned to the employee prior to leaving. Visitors must be physically present with their designated escort at all times in the restricted access areas, and once the visit has concluded and identification is returned, the visitor must leave the premises immediately.

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

All visitors approved for escort into restricted access areas will sign into a visitor's log noting their name, the date, time in and out of the restricted space, and the purpose of their visit. A photocopy of the visitor's government-issued ID will be taken for the duration of the visit and photocopied. The visitor's log and copies of visitor information will be kept and stored on-site as business records. Visitors will be escorted by an employee at all times while inside the secured areas, and any additional information, activity, or behavior will be recorded, as necessary, during the visit. This visitor log will be made available to the MCB upon request.

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

All persons on the premises will wear their respective identification badges on matching colorful lanyards so that facility agents can: (1) ensure that everyone in the facility has checked in and been approved for access; and (2) easily distinguish and identify managers, employees, security, and visitors from any angle.

See Exhibit A attached hereto.

EXHIBIT A to MJ01

Musky Ox, Employee Identification Card

Alaska Standard Marijuana Cultivation Facility License No. 10135

741 Bennett Rd. Fairbanks AK, 99712

Employee: Jonathan Mansker

Marijuana Handler Card number: 000000000

*Or similar format and content

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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:

Exterior lighting apparatuses will be abundant, and positioned against the building, throughout its surrounding property, and along the outer perimeter of the premises. However, the cameras outside the facility are equipped with infrared technology, therefore some of the exterior lightening will be triggered by motion sensors. The external light fixtures will be strategically placed to keep the premises, signage, and all doors and windows well lit, and to allow the surveillance system to depict and record individuals up to twenty (20) feet from all entry points. The lighting mounts will be in inaccessible places and have sturdy housings and lenses to deter vandalism. The company will use lighten bright enough to deter crime and to maximize visibility. The exterior lighting will be checked daily by the manager on duty to ensure that each light in the system is operational, and that each mount is positioned for optimum security footage and to deter unauthorized presence on the premises. The facility plans to install a total of 4 lights to be affixed to the building to be evenly distributed on the property.

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

The company will contract with a third party to install the alarm system, maintain the alarm equipment, and monitor the facility at an off-site center 24 hours a day, 7 days a week, to ensure the safety of the agents and assets and to detect any unauthorized intrusion or activity. The security monitoring company will be in direct contact with ownership, the on-site manager each day, and local law enforcement when necessary. The alarm system will be set up to monitor for intrusions through doors, windows, or the roof, and motion detectors will monitor activity in all areas of the building, including the roof and attic, during closed hours. Any unauthorized or attempted intrusion will send an automatic, electronic alert to the security monitoring company who will then contact local law enforcement. The daily manager will be the first to arrive to the facility each morning, and will disable the overnight alarm system. All security cameras and tapes will be checked each day at opening to ensure they are functioning. The last agent to leave the facility each night will activate the overnight security devices and sensors, and lock all doors and windows which are not self-locking. All alarm systems and devices will be tested every six (6) months.

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:

Sensors will be installed on all doors and windows to register any motion, intrusion, or activity when the alarm system is activated. The last employee to leave the facility at close each day will lock all doors and windows that are not self-locking, and will then activate all security devices and sensors. The alarm system will be active at all times that the facility is closed for business. Once active, any attempted intrusion will initiate an immediate and electronic notification to the off-site security center, prompting a response. Each morning, the daily manager will disable the alarm system, and the opening agents will inspect all security cameras and review the recordings to ensure that the system is functioning as expected.

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

Mandatory inventory counts will be performed on a weekly basis, and all resulting documentation will be stored as official business records. Employees will be trained in recognizing potential theft and diversion activity prior to beginning work, and will be instructed to bring all suspicions to management immediately. The inventory counts shall focus on diversion of black market into the facility and diversion of marijuana out of the facility to unauthorized persons. On-site security and video surveillance will continuously monitor all processing and storage areas, as well as all check in and packaging activity. In the event that an employee is caught stealing or illegally distributing marijuana, Musky Ox will notify local and/or state law enforcement immediately, comply with all directives, and the offending party may be arrested and punished. All reports and documentation concerning a suspected or actual theft will be maintained as official business records for five (5) years and made available to the MCB upon request. Additionally, ownership will take such steps appropriate and necessary to ensure that an employee's illegal conduct does not compromise or otherwise present a risk to the facility's license and legitimate business operations. Once a theft is reported, ownership will update the product records in the tracking system, as needed, to maintain an accurate and comprehensive accounting for all marijuana inventory. Ownership will also comply with all inquiries and investigations lodged by the MCB as a result. Once removed from the cultivation rooms, marijuana products will be stored in a locked safe in a secured area when the facility is closed for business. Only designated personnel will have access to the cultivation rooms and marijuana storage, and will be under surveillance at all times when accessing such areas. These secured areas will be under 24 hour video surveillance with video back up for all recorded footage, which will be stored for forty (40) days. Cameras will be visible throughout the cultivation areas and processing counters, and will provide a full view of the rooms, entryways, safes, and product packaging areas. Security monitors and video recording equipment will be located in the office and safe room, accessible only be authorized agents of the company.

Describe your policies and procedures for preventing loitering:

The exterior of the premises will be equipped with ample lighting, 24 hour video surveillance, and "No Loitering" and "No Trespassing" signs. Agents of the facility will have a regular and noticeable presence on the property to monitor activity and to deter loitering or unauthorized entrance. The facility will have a single and marked entrance for all regular ingress and egress from the building and for all visitors. On-site security will assist in securing the premises, preventing business practices that might entice or allow loitering, and escorting all loitering individuals off the premises. Persons loitering outside the facility will be informed that they must leave the premises or law enforcement will be notified. If the verbal warning is unsuccessful, the company will contact local law enforcement for assistance. Loitering will also not be permitted within the facility. Once a visitor has completed their escorted tour, they will be escorted back to the exit and asked to leave the property and facility. No visitors will be permitted to remain in the cultivation or other secured area. Agents will politely state that the company has a "No Loitering" policy and request that the visitor exit to the property.

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:

An alarm system will be set up to monitor for intrusions through doors, windows, or the roof, and motion detectors will monitor activity in all areas of the building during hours not open for business. Any unauthorized or attempted intrusion will send an automatic, electronic alert to the security monitoring company who will then contact local law enforcement. T All alarm systems and devices will be tested every six (6) months. Motion detecting exterior lighting, in addition to the stationary mounted lighting, will allow for additional security measures during closed hours and ensure that exterior cameras can capture a clear recording of any individuals approaching the premises.

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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:

If an emergency occurs on the property during operating hours that threatens the facility, or the safety of employees and visitors, management will evacuate the building and await the arrival of local emergency officials in a safe and accessible location. When any dangerous, threatening, or unauthorized activity is reported to local law enforcement, employees will comply with all law enforcement directives and remain in a safe location while the incident is addressed. All visitors present on the premises will be escorted immediately to the nearest exit in a safe and organized manner. After an emergency is resolved, employees will look for property damage, verify cash and inventory, and submit all resulting documentation to police officials. Video surveillance will be downloaded and handed over to law enforcement to aid in their investigation. Local law enforcement will be given direct phone numbers to company ownership and authorized managers.

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	■	☐

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

Video surveillance cameras will be placed strategically along the building and around the property to record all areas of the facility inside and outside, at a variety of angles, to provide a clear, unobstructed view of all activity on the premises. Cameras will be carefully positioned and checked regularly to prevent obstructions and to get the best facial image of anyone inside the facility and within twenty (20) feet of an entrances. All exterior doors, restricted access doors, the check-in area, and all processing counters will have video coverage to clearly identify the face of all persons present. All exterior corners will have cameras installed to facilitate monitoring activity on each side of the building. The parking lot and exterior entrance will also have video coverage. A failure notification system will be installed to provide audible and visual notification of any failure in the surveillance system so that it can be immediately resolved. During a power outage all video cameras and recording equipment will be run on emergency power with a battery backup system to ensure that they can continue to operate for at least one (1) hour.

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:

The surveillance recording equipment and all recorded footage will be stored in the office and safe room, and backed up off site. The footage will be accessible inside the office and safe room by authorized agents only, and ownership will have remote access to monitor operations from anywhere. The office and safe room will have an advanced, reinforced security door and will be locked at all times. The door will be equipped with a commerical grade lock to which only ownership has the key. The security system will be accessible with a password to prevent data tampering. Recorded data will be stored for a minimum of forty (40) days as an official business record, and can be uploaded to a separate hard drive and stored longer for any pending criminal, civil, or administrative investigations. All recordings will be stored with a time and date stamp, and will be archived in a format that does not permit alteration of the recorded image. Recordings will be available to AMCO and local law enforcement upon request.

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	■	☐

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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)	■	☐

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

Employees managing facility records will be trained in standard retention policies to ensure that all records are stored and maintained in a consistent and searchable fashion. All business records, including all operational and regulatory documents, recordings, surveillance, financial books, inventory and employment records, logs, manifests, and communications, will be stored on site in the office and safe room, and backed up on an on-site server to protect from loss and destruction and to allow ownership and designated authorities access at any time. Records within the facility will be stored in the secured office and safe room, separate from all storage of marijuana products and currency. Only ownership, the daily manager, and authorized agents will have access to the office and all safes inside.

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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:

Musky Ox will use the Metrc inventory tracking system to increase product security, track cultivation and movement of products, and minimize diversion and illegal practices. Employees will record data throughout: (1) cultivation and processing; (2) sale, sample, and transport; and (3) disposal, destruction, and theft. All employees will be trained in using the system to ensure that: (1) all marijuana cultivated, prepared, and packaged is identified and tracked from the time it is propagated through its sale, transfer, or destruction; (2) all establishments transacting to purchase or otherwise receive marijuana products from the facility are licensed; and (3) any loss or theft of marijuana products is promptly reported. The facility will assign a tracking number to each plant and harvest batch, and record the tracking information in Metrc. Employees will record all sales, testing, and transportation arrangements in the system, and generate a transport manifest to accompany the products in transit. All marijuana used to prepare and package samples will also be recorded, including: (1) the amount of each sample; (2) the facility that received the sample; and (3) the disposal of any expired or outdated promotional sample returned to the facility. Employees will use the system to verify each sale and shipment, and to identify individuals at the facility for the purpose of conducting business. Products flagged for disposal will be recorded in Metrc at least three (3) days prior to any disposal action. Any destruction, loss, or theft of marijuana will be promptly recorded in Metrc to notify the MCB, and then reported to local authorities.

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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:

Training for employees will include marijuana industry topics, safety, customer care, legal issues, state and federal regulations, and OSHA, and will take place throughout the year as well as when topics arise. Meetings with employees will be held monthly by management. Employees will be expected and ownership will verify that the employee has their marijuana handler's permit prior to commencing work. Additionally, employees shall take steps to obtain basic comprehension of: (1) Alaska laws, regulations, and codes governing the marijuana industry and marijuana establishments; (2) all of the licensing requirements to act as a handler in a marijuana establishment; (3) company standards, protocol, and best practices; (4) general safety procedures and protocol; (5) how to think defensively in threatening situations; (6) in-depth information about particular strains and products; (7) in-depth information on the requirements of each room, task, and system; and (8) the general federal, state, and local employment regulations by which the company is governed. Managers will be trained in open and close procedures, and will become experts in the inventory tracking system. Managers will know all procedures for quality control, inventory control, and sanitation. Managers will know how to keep accounting records and be responsible for overseeing all operations. All agents will be provided with education materials on quality control procedures, inventory control, sanitation, opening and closing, organic growing practices and methods, and security. Agents will be trained on how to use the inventory tracking system, how to work in each room and minimize contamination, and how to handle security and emergency procedures. Agents will be trained on how to interact with visitors to provide top of the line information and service during production. The agents will also be given in-depth information on the products grown and processed, cannabis risks and effects, and all of the mandated information included in the handler's permit. Agents will be trained in packaging and labeling policies, and how to record inventory changes. The state and local marijuana regulations and laws will be posted in spaces frequently occupied by staff for reference. All new hires will be required to meet with ownership to go over employment documents, tasks, educational materials, facility features, security, position-specific training, and to receive their uniform and supplies.

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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:

Musky Ox has prepared a disposal plan for disposing of all marijuana that does not meet state testing requirements or the company's internal quality standards due to disease, infestation, mishandling, or unsuccessful cultivation practices. Marijuana must be rendered unusable before disposal to ensure that marijuana and marijuana products are safely kept away from the public. The company will ensure that all marijuana is rendered unusable prior to leaving the facility. Management will maintain a log on the status of all marijuana waste, tracking the type, date of disposal, date it was rendered unusable, and date that it was picked up by the disposal company. The company will be disposing of: (1) marijuana that is identified as contaminated, infected, or is otherwise rejected for quality or fails to meet quality testing; (2) all run off water used during the cultivation process; (3) waste from marijuana flowers and plant material and trimmings; and (4) any other materials or containers in contact with marijuana products that risk contamination. All marijuana marked for disposal will be stored in a secured bin, separated from all other products, until it can be rendered unusable. Marijuana waste will be rendered unusable a minimum of once per day, before the facility closes. Once rendered unusable, marijuana will be securely stored in locked containers located on the premise. All locks will comply with the highest UL standards, and the disposed marijuana will not be stored outside the facility at any time. Twice a week, or as necessary, an authorize employee of the company shall complete a three (3) day notification to AMCO prior to waste being transported in a secured lockable container from the cultivation facility to a waste station. a Only authorized personnel will have access to the keys that lock and unlock the disposal containers. To ensure accurate tracking and that no diversion occurs, the daily manager will complete the disposal log and note take the person transmitting the waste signature and name, the date, time, and the type of marijuana waste being collected. This information will be entered into a disposal log by the manager, which will be securely stored and made available to AMCO upon request.

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

After giving the MCB at least a three (3) day notice in Metrc, the marijuana waste will be ground up with other compostable food waste, yard waste, vegetable oils, or with non-food paper waste or cardboard.

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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:

To render marijuana waste unusable, Musky Ox will grind and incorporate the marijuana waste with either non-compostable or compostable solid wastes so that the resulting mixture is at least fifty percent (50%) non-marijuana waste. Agents at the facility will use paper waste, plastic waste, cardboard waste, soil, food waste, yard waste, and/or vegetable-based grease or oils. Management will inspect the resulting mixture to ensure it is composed of no more than fifty percent (50%) marijuana by volume, and will record the composition of the mixture in the disposal log. All marijuana waste will be secured in waste storage within the facility, separate from all other marijuana products, storage, and waste, until such time it is transmitted to the waste station.

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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	■	☐

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

The facility will create a transport manifest to accompany all marijuana products in transit, and filed and stored on premises as official business records. The transport manifest will document the strain name, type of product, batch number, weight, name of the transporter and handler's ID, time of departure and expected delivery, and the make, model, and license plate of the transporting vehicle. The transport vehicle will travel directly between destinations without making any unnecessary stops and a printed transport manifest will be on board at all times. Marijuana products will be in a sealed container (up to 5 lb each) closed inside a locked storage compartment within the transport vehicle. No products will be visible from outside the vehicle. A label will be affixed to the shipping container stating that a licensed testing facility has tested each batch in the shipment. The label will list: (1) the date of final testing; (2) the cannabinoid potency profile, expressed as a range of percentages that extends from the lowest percentage to highest percentage of concentration for each cannabinoid listed from every test conducted on that strain of marijuana from the same marijuana cultivation facility within the last three months; (3) a statement listing the results of microbial testing; (4) a statement listing the results of residual solvent testing, as applicable; and (5) a statement listing the contaminants for which the product was tested, including molds, mildew, filth, herbicides, pesticides, fungicides, and harmful chemicals. Only usable marijuana will be packaged at the facility, and all packaging will not be tampered with. Any packaging done at the facility will be performed in an area specifically set aside for packaging. All packaging will be uniform with labels secure and prominently displayed. If the facility is selling usable marijuana in bulk for repackage and sale to the consumer by other establishments, the wholesale standard unit will not exceed five (5) pounds. If the usable marijuana is being packaged for retail sale, the standard unit will not exceed one (1) ounce. The facility will use certified scales in compliance with the Alaska Weights and Measures Act, and will maintain registration and inspection reports at the facility. After all usable marijuana has been placed in bins and labeled, it will be moved to the secure storage area. All packaging will be inspected, accepted or rejected, and recorded in QCU (Quality Control Unit) log. The QCU will check all packages to make sure that they will secure all marijuana from contamination and will not impart any toxic or deleterious substance on the marijuana. All usable marijuana sold to any marijuana establishment will be labeled with the following information: (1) the name and license number of the cultivation facility; (2) the date the marijuana was harvested; (3) the harvest batch number assigned to the marijuana; (4) the date the marijuana was packaged; (5) the net weight and the quantity of usable marijuana packaged in a standard of measure compatible with the inventory tracking system; (6) a complete list of all pesticides, fungicides, and herbicides used in the cultivation of the marijuana; and (7) the date of expiration, if perishable.

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

The vehicle transporting marijuana products will be unmarked and inconspicuous. The transport vehicle will contain a secure and sanitary storage locker to hold all marijuana products during transit. The storage container will be a large rectangular container that is either mounted within the vehicle and accessible by combination lock or mounted securing in the back of a pick-up. Marijuana will not be visible from outside the vehicle at any point during transport. Prior to departure, a manager will ensure all marijuana is sealed in packages, and locked in the storage compartment. All employees will be trained that under no circumstances, absent instruction from an authorized law enforcement officer or AMCO agent, shall a sealed package containing marijuana be opened during transport.

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Section 7 – Signage and Advertising

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

At no time will Musky Ox utilize any advertisement types of signage at the facility. The facility will however affix and display all required postings on, around, and within the facility, and maintain the visibility and quality of such postings, with up to date information, including: (1) operating hours, (2) certificate of occupancy from the city, (3) the State of Alaska marijuana establishment license certificate (to be displayed prominently), (4) approval to operate the facility, (5) "No Loitering" sign on the front door, (6) "Surveillance Cameras In Use" signs, (7) "Restricted Access" signs, and (8) any required postings by the local jurisdiction such as Exit and Fire Extinguisher signs. The operating hours will be prominently displayed on the front door of the facility. There will be zero signs with the business name on it visible to the general public for the sole purpose of advertising. The facility will not be open to the public.

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	■	☐

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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)	■	☐

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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:

A sign will be posted on the front entrance door of the facility and on the door leading into the cultivation area stating "No one under 21 years of age allowed". All visitors will enter through the front entrance door and check in with the designated agent in the lobby reception area where they will be required to present a valid photo identification showing that they are twenty one (21) years of age or older. A valid form of identification includes: (1) an unexpired, unaltered passport; (2) an unexpired, unaltered driver's license; instruction permit, or identification card of any state or territory of the United States, the District of Columbia, or a province of Canada; and (3) an identification card issued by a federal or state agency authorized to issue a driver's license or identification card. The facility will refuse entrance to all persons who fail to produce the photo identification, regardless of how old they appear, and at no time will a person under the age of twenty one (21) be permitted to remain on the premises. All visitors must have made a prior appointment before arriving at the facility. All appointments may only be accepted and authorized by ownership. If at any time an employee suspects that a person is a minor, the employee will refuse access and have the individual escorted off the premises. The entry door from the lobby reception area to the cultivation area will be locked at all times and only accessible with key lock or opened by an authorized facility agent from the inside of the facility. The reception agent will photocopy and thoroughly examine an ID before escorting the visitor to the authorized employee tasked with supervising the employee during the visit (note - the reception agent and employee who is supervising visitor may be the same person depending on number of employees working). At no time shall there be more than five visitors for every employee who is actively supervising the visitors. Employees will be trained to spot inconsistencies and signs of forgery in IDs, and will have an ID guide on hand to help recognize IDs from other states and countries.

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

Jonathan Mansker
Printed name

Subscribed and sworn to before me this 10 day of August, 20 16.

MATTHEW ALLEN NOTARY PUBLIC MY COMMISSION EXPIRES MAY 20, 2019 STATE OF ALASKA

Notary Public in and for the State of Alaska.

My commission expires: May, 20, 2019

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(Additional Space as Needed):