



**Alaska Marijuana Control Board**  
**Marijuana Handler Permit**  
**Form MJ-10: Education Course Provider Application**

**What is this form?**

This marijuana handler permit education course provider application is required for all persons and entities seeking to have a marijuana handler permit education course approved by the Marijuana Control Board. Applicants should review **3 AAC 306.700**.

**The course curriculum must cover at least the following topics:**

- AS 17.37, AS17.38, and 3 AAC 306
- 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
- The penalty for an unlawful act by a licensee, an employee, or an agent of a marijuana establishment
- A written test, demonstrating that each student has learned the information correctly

**This form must be submitted to AMCO's main office, along with a copy of the course curriculum, before any marijuana handler permit education course provider application will be considered by the board.**

**Applicant Information**

Enter information for the business seeking to be an approved marijuana handler permit education course.

<b>Applicant:</b>	Dollynda Phelps				
<b>Course Name:</b>	Alaska Marijuana Handler Certification Course				
<b>Mailing Address:</b>	47459 Lakeside St.				
<b>City:</b>	Kenai	<b>State:</b>	AK	<b>ZIP:</b>	99611
<b>Email Address:</b>	jeffndol@yahoo.com	<b>Phone:</b>	907-252-8026		

In-person  Online

Do you intend to provide this course in-person in a classroom-type setting, or online? Check all that apply.

Dollynda Phelps  
 Signature of Applicant

March 11, 2016  
 Date

**OFFICE USE ONLY**

<b>Board Meeting Date:</b>		<b>Approved Y/N?:</b>		<b>Course #:</b>	
----------------------------	--	-----------------------	--	------------------	--

## Intended Curriculum

### *Hand outs:*

Complete text of AS 17.37

Complete text of AS 17.38

Summary of chapter 3 AAC 306

Action Response Document- Includes:

- Knowing the effects of consumption of marijuana and marijuana products
  - o Impaired coordination
  - o Difficulty in problem solving
  - o Possible short term memory loss
  - o Anxiety, paranoia
  - o Hunger, referred to as "munchies"
  - o Can cause sleepiness
- Knowing how to identify a person impaired by the consumption of marijuana
  - o Red, blurry, bloodshot eyes
  - o Dry mouth
  - o "munchies"
  - o A constant grin
  - o Anxiety, paranoia
  - o Sleepy
- Learn how to determine valid identification
  - o Check age
  - o Check date to ensure license is not expired
  - o Check that photo and person are similar
  - o Check for hologram, although not all identification will have it
- Learn how to intervene to prevent unlawful marijuana consumption
  - o Do not allow anyone to enter the premise without checking identification, customer must be 21 years of age
  - o Do not allow consumption on premises unless premise is licensed and endorsed to do so
- Know the penalty for an unlawful act by a licensee, an employee, or an agent of a marijuana establishment
  - o An unlawful act by a licensee, employee, or an agent of a marijuana establishment can result in the suspension or revocation of an establishment license, and/or criminal charges against those involved
  - o A marijuana establishment, and any licensee, employee, or agent in charge shall cooperate with the director, an enforcement agent, an employee of the board, or a peace officer acting in an official capacity, and must:
    - Permit entry and inspection of the licensed premise
    - Provide access to business records at reasonable times
- Know sanitary handling practices
  - o Always use protective hand coverings when handling marijuana
  - o Know and follow individual facility sanitary handling practices

- Know the purchase limits per person
  - o A licensed retail store may not sell in one transaction more than:
    - One ounce of useable marijuana
    - Seven grams of marijuana concentrate
    - Marijuana or marijuana products containing more than 5600mg THC
- Know the rules defining a restricted access walkthrough
  - o An employee or licensee may not escort more than 5 people in a restricted access area at one time

*PowerPoint Review Presentation: Part 1 and 2*

**(Part 1)**

Discussion of AS 17.37

Discussion of AS 17.38

Review and discussion of the Action Response Document

**(Part 2)** Summary of 3 AAC 306 Regulation of Marijuana

- General regulations for each license type

Vocabulary component:

- 1)"In public" ...A place to which the public or a substantial group of people have access to
- 2)"Bud and Flower" ...The hairy, sticky, or crystal covered parts of mature female marijuana plants
- 3)"Concentrate" ...Resin, oil, wax, or any other substance produced by extracting cannabinoids from marijuana plant
- 4)"Consumer" ...An individual who purchases and uses marijuana or marijuana product
- 5)"Edible" ...A product intended on being consumed orally
- 6)"Licensed Premises" ...All designated portions of a building or structure at the specific address for which an establishment license is issued
- 7)"Infused product" ...A product that contains marijuana or marijuana concentrate and is intended for human use
- 8)"Delivering" ...Handing to a person who purchases the product on licensed premises only. Does not mean transporting to a person off premises
- 9)"Opaque, reseal able, child-proof packaging" ...A package that is not able to be seen through, can be sealed after opening, and is considerably difficult for a 5yr old to open. All exit packaging must be opaque, reseal able, child-proof packaging
- 10)"Batch" ...A specifically identified quantity of useable marijuana product that is uniform in strain, cultivation conditions, medium, and is harvested at the same time. A batch may not exceed 50 plants.
- 11)"Marijuana tracking system" ...A system prescribed by the board that is capable of sharing with the state all marijuana cultivated and sold, and all marijuana products for consumption, from seed to sale

**10am-12noon:**

Applicant is given all hand-outs for reference with brief explanation

Part 1 PowerPoint Presentation is viewed:

- Covering review of AS 17.37

- Review AS 17.38
- The Action Response Document subjects

### **12noon-1pm...LUNCH**

#### **1pm-3pm:**

Continue with PowerPoint Presentation Part 2:

- Review of 3 AAC 306 Marijuana Regulations in detail
- Review of vocabulary

TEST: A 25 question test will be given after part 2 to demonstrate a clear understanding of the subject material. 4 wrong answers will be permitted, ensuring a passage rate of 84% to receive Certification.

If applicant does not pass the test they will be given time for review and one additional opportunity to pass. If applicant fails a second time, they will be required to retake the course for an additional course fee.

MARIJUANA HANDLER CERTIFICATION TEST

SCORE...../100

DATE.....

NAME AS TO APPEAR ON HANDLER PERMIT

CARD:.....

1-What voter initiative passed in October of 2014 legalizing recreational marijuana?

- a) AS 17.37
- b) AS 17.38**
- c) AAC 306
- d) AS 43.10

2-What is not an effect of consuming marijuana?

- a) Difficulty with problem solving
- b) Anxiety, paranoia
- c) The munchies
- d) Insomnia**

3-What is a characteristic of impairment due to the use of marijuana?

- a) Enhanced motor skills
- b) Uncontrollable shaking
- c) Red, blurry, bloodshot eyes**
- d) Violence

4- The minimum age required to enter a marijuana establishment is...

- a) 19
- b) 18
- c) 25
- d) 21**

5- A person who enters a retail establishment may consume on premises as long as they present proper identification.

- a) T
- b) F**

6- If an employee commits an unlawful act on the licensed premise, the owner of the establishment is not held responsible.

- a) T
- b) F**

7- How much marijuana bud can be sold to a person in one transaction?

- a) 3.5 grams
- b) As much as they want, like alcohol
- c) One ounce**
- d) Four ounces

- 8- How many guests can one employee escort in a restricted access area?
- a) **Five**
  - b) Two
  - c) As many as room allows
  - d) Ten
- 9- It is okay for a marijuana odor to be detected from outside the building within 25ft.
- a) T
  - b) **F**
- 10- A non-resident of Alaska can have financial interest in a marijuana facility up to 25%.
- A) T
  - B) F**
- 11- Between what hours must a marijuana establishment be closed for business?
- a) Midnight to 8am
  - b) **5am to 8am**
  - c) 10pm-6am
  - d) 8pm-8am
- 12- Only owners or employees who deal with public interaction are required to have a Marijuana Handler Permit, similar to that of an alcohol establishment.
- a) T
  - b) **F**
- 13- A system that shares a record with the state of all marijuana grown and sold is called a...
- a) Data inventory tracker
  - b) **Marijuana inventory tracking system**
  - c) Marijuana data entry
  - d) There is no such system
- 14- When is a cultivation facility required to pay the excise tax to the state for marijuana sold?
- a) At time of harvest
  - b) Immediately after the sale
  - c) **Monthly, for the preceding month**
  - d) Annually
- 15- The excise tax required by the Department of Revenue is...
- a) \$50 per pound
  - b) **\$800 per pound**
  - c) \$100 per pound
  - d) \$100 per ounce

16- Harvested marijuana may be tested for quality but is not required.

- a) T
- b) F**

17- A marijuana establishment must be located how many feet from a school, church, daycare facility or college campus?

- a) 100ft
- b) 1000ft
- c) 500ft**
- d) 250ft

18- A Limited Cultivation facility must have a canopy space under how many feet?

- a) 250ft.
- b) 500ft**
- c) 1000ft
- d) 5000ft

19) How many plants are allowed for personal use by an adult 21 years of age or older?

- a) 10
- b) 6**
- c) 4
- d) there is no limit

20- Delivering marijuana to someone outside of the licensed premise (retail store) is illegal.

- a) T**
- b) F

21- An individual over the age of 21 may grow up to six flowering marijuana plants.

- a) T
- b) F**

22- What is the maximum amount of marijuana that may be possessed outside of the home?

- a) ½ ounce
- b) One ounce**
- c) Four ounces
- d) There is no limit

23- It is okay to use marijuana in a public place.

- a) T
- b) F**

24- Employees at a marijuana facility are permitted to use marijuana on the premises.

- a) T
- b) F**

25- A licensed cultivation facility may sell marijuana to a retail facility and...

- a) A consumer
- b) A manufacturer**
- c) A testing facility
- d) All of the above



# MARIJUANA HANDLER CERTIFICATION

A tutorial of the Marijuana Regulations and  
workplace Safety



# Who needs to have a Marijuana Handler Permit Card? 3AAC 306.700

- An owner that intends on participating in a marijuana facility
- An employee that works at any marijuana facility
- Any agent of a marijuana facility
- A budtender
- A trimmer
- Anyone and everyone who is involved with the sale, manufacturing, testing, or cultivation of marijuana

# Welcome to the Marijuana Handler Certification course!

Today we will participate in a two-part course with a 25 question TEST at the end that goes over several topics:

- The Medical Marijuana voter initiative, AS 17.37
- The Recreational Marijuana voter initiative, AS 17.38
- The Recreational Marijuana Regulations, 3AAC 306
- The “Action Response Document” which explains basic knowledge and expectations of a certified marijuana handler
- A vocabulary component that includes basic terms used and ensures owners and employees have a good understanding of such terms

# PART 1

OVERVIEW- AS 17.37.....MEDICAL  
MARIJUANA INITIATIVE

OVERVIEW- AS 17.38.....RECREATIONAL  
MARIJUANA INITIATIVE

ACTION RESPONSE DOCUMENT

# Chapter 17.37 Medical Uses of Marijuana

- A summarization of Medical Marijuana Regulations will be included in discussion
- Discussion of hot topics pertaining to Medical regulations
- Topics related to AS 17.37 that may be included in the Test

# Chapter 17.38 Recreational Marijuana

- A summarization of Recreational Marijuana Regulations will be included in discussion
- Discussion of hot topics pertaining to Recreational regulations
- Topics related to AS 17.38 that may be included in the Test

# Action Response Document

- Know the effects of consumption of marijuana and marijuana products:
  - Impaired coordination
  - Difficulty with problem solving
  - Possible short term memory loss
  - Anxiety or paranoia
  - Hunger, referred to as “munchies”
  - Sleepiness

# Action Response Document

- Know how to identify a person impaired by the consumption of marijuana
  - Red, blurry, bloodshot eyes
  - Dry mouth
  - "Munchies"
  - Constant grin
  - Anxiety, paranoia
  - Sleepiness



# Action Response Document

- Know how to determine valid Identification:
  - Check for hologram
  - Check date to ensure license is not expired and customer is 21
  - Photo and person must be similar

# Action Response Document

- Know how to intervene to prevent unlawful marijuana consumption:
  - Do not allow anyone to enter the licensed premise without checking identification, customer must be 21
  - Do not allow consumption on premises unless premise is licensed and endorsed to do so
  - Do not sell marijuana to someone who visibly appears to be over impaired

# Action Response Document

- Know the penalty for an unlawful act by a licensee, an employee, or an agent of a marijuana establishment:
  - An unlawful act can result in suspension or revocation of an establishment license, and/or criminal charges against those involved
  - A marijuana establishment, and any licensee, employee or agent in charge shall cooperate with the director, an enforcement agent, an employee of the board, or a peace officer acting in an official capacity, and must:
    - Permit entry and inspection of the licensed premise
    - Provide access to business records at reasonable times

# Action Response Document

- Know sanitary handling practices
  - Always use protective hand coverings when handling marijuana
  - Know and follow individual facility sanitary handling practices

Know the purchase limits per person:

- A licensed retail store may not sell in one transaction more than:
  - One ounce of useable marijuana
  - Seven grams of marijuana concentrate
  - Marijuana or marijuana products containing more than 5600mg THC

# Action Response Document

- Know the rules that apply to a walkthrough in a “Restricted access area”
  - An employee or licensee may not escort more than 5 guests in a restricted access area at one time

# PART 2

CHAPTER 306 MARIJUANA REGULATIONS

VOCABULARY COMPONENT

# CHAPTER AAC 306

## **Licensing, Fees (3 AAC 306.005 - 3AAC 306.100)**

- There are 4 license types:
- Cultivation facility (Limited and Standard)
- Manufacturing facility
- Testing facility
- Retail facility
- Buffer zones of 500ft. exist between schools, daycare or childcare facilities, churches.
- Any owner of a marijuana facility must be a resident of the state of Alaska.
- Renewal, transfer, or relocation of a licensed premise must be approved by the MCB.

# CHAPTER AAC 306

- **Local Options (3 AAC 306.200 - 3AAC 306.260)**
  - Local government may choose to opt-out



# CHAPTER AAC 306

- **Retail Marijuana Stores (3 AAC 306.300 - 3AAC 306.360)**
  - May not sell marijuana products to those under 21
  - May not sell more than one ounce of marijuana flower to a consumer per day
  - May have an open-consumption area in another separated room on the premises
  - All employees and owners must hold a marijuana handler permit card
  - Must have a seed-to-sale marijuana tracking system prescribed by the board
  - Must meet all local and state health and safety requirements
  - Must follow packaging requirements
  - Product labeling required
  - Must provide all video, security, and tracking system requirements prescribed by the board
  - May not be open for business between 5am and 8am

# CHAPTER AAC 306

- **Marijuana Cultivation Facilities (3 AAC 306.400 - 3AAC 306.480)**

There are two types of Cultivators license, Standard and Limited. The Limited Cultivators license must not be more than 500sq.ft. of plant canopy space. Both license types must follow the same requirements and restrictions. A Limited facility is permitted to be located inside the home.

- Must follow applicable state and local health and safety codes
- May only sell marijuana product to a manufacturing or retail facility
- All employees and owners must hold a marijuana handler permit card
- Must have a seed-to-sale marijuana tracking system prescribed by the MCB
- All product is required to have approved batch testing prior to sale
- Must have 40 days continuous video surveillance at all times
- Must have commercial locks on all entrances
- Must have security alarms on all doors and windows
- Must pay excise taxes monthly and submit business records as requested
- Marijuana cannot be seen or smelled from outside the facility

# CHAPTER AAC 306

- **Marijuana Product Manufacturing Facilities (3 AAC 306.500 - 3AAC 306.570)**
  - Must have sufficient knowledge of equipment operation
  - Equipment must comply with health, safety, and fire codes and must be approved by an engineer
  - May only sell marijuana product to a retail facility
  - Products cannot resemble a widely distributed food brand product, nor can they be an existing food product altered in any way
  - Must comply with all video, security, and tracking system requirements
  - All products must be approved by the MCB prior to sale
  - All employees and owners must hold a marijuana handler permit card
  - All product batches must be tested prior to sale
  - Edible potency limits are set at 5mg active THC per serving
  - Strict labeling requirements

# CHAPTER AAC 306

- **Marijuana Testing Facilities (3 AAC 306.600 - 3AAC 306.675)**
  - May not sell directly to public.
  - Scientific Director must have a Biological or Chemical Science college degree and lab experience. The qualifications and experience needed varies yet is rigorous and demanding
  - Equipment operators and personnel must successfully participate in a proficiency testing program prior to being approved by AMCO .
  - Facilities will be subject to random practices and product inspections

# CHAPTER AAC 306

- **Operating Requirements for All Marijuana Establishments (3 AAC 306.700 - 3AAC 306.755)**
  - Each licensee, employee or agent of any establishment must hold a Marijuana Handler Permit card
  - Any alteration to the licensed premise must be approved by the board
  - Any area where marijuana is grown, processed, tested, stored, or stocked is a restricted access area
  - Security alarm systems and commercial locks are required
  - 40 days continuous video surveillance is required both inside and outside of the establishment
  - Any licensed establishment is subject to board inspections at any time
  - A Marijuana Inventory Tracking System is required for all establishments
  - All safety, code, and fire standards are required to be met
  - Any waste disposal plan must conform to local and state standards and regulations
  - Standardized scales are required
  - Only licensed establishments are authorized to transport marijuana in amounts exceeding personal limits
  - Business records are required and must be available upon request of the board

# VOCABULARY

- **In public**...A place to which the public or a substantial group of people have access to
- **Bud and Flower**...The hairy, sticky, or crystal covered parts of mature female marijuana plants
- **Concentrate**...Resin, oil, wax, or any other substance produced by extracting cannabinoids from marijuana plant
- **Consumer**...An individual who purchases and uses marijuana or marijuana product
- **Edible**...A product intended on being consumed orally
- **Licensed Premises**...All designated portions of a building or structure at the specific address for which an establishment license is issued
- **Infused product**...A product that contains marijuana or marijuana concentrate and is intended for human use



# VOCABULARY

- **Delivering**...Handing to a person who purchases the product on licensed premises only. Does not mean transporting to a person off premises
- **Opaque, reseal able, child-proof packaging**...A package that is not able to be seen through, can be sealed after opening, and is considerably difficult for a 5yr old to open. All exit packaging must be opaque, reseal able, child-proof packaging
- **Batch**...A specifically identified quantity of useable marijuana product that is uniform in strain, cultivation conditions, medium, and is harvested at the same time. A batch may not exceed 50 plants.
- **Marijuana tracking system**...A system prescribed by the board that is capable of sharing with the state a record of all marijuana cultivated and sold, and all marijuana products for consumption, from seed to sale

# TEST

The TEST is 25 multiple choice questions, a passing grade is 84% or 21 correct answers. If a person FAILS there will be one opportunity to re-take the test without an additional fee. If that person fails a second time, they will be required to re-take the course.



# CERTIFICATION

After completion of the course and a passing score on the TEST, you will receive your CERTIFICATE OF COMPLETION. This must be submitted to the state AMCO along with \$50 to receive your Marijuana Handler Permit Card.

Your card must be kept on your person at all times while on licensed premises.