Alcohol & Marijuana Control Office
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Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Cover Sheet for Marijuana Establishment Applications

What is this form?

This cover sheet **must** be completed and submitted any time a document, payment, or other marijuana establishment application item is emailed, mailed, or hand-delivered to AMCO's main office.

Items that are submitted without this page will be returned in the manner in which they were received.

Section 1 – Establishment Information

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

Licensee:	SILVERTHORN INVESTMENT GROUP, LLC	**License Number:**		10316	
License Type:	Retail Marijuana Store				
Doing Business As:	DENALI 420 RECREATIONALS				
Physical Address:	2876 N. Rex Street				
City:	Houston	**State:**	AK	**Zip Code:**	99694
Designated Licensee:					
Email Address:	lambjaredasd@gmail.com				

Section 2 – Attached Items

List all documents, payments, and other items that are being submitted along with this page.

Attached Items:	MJ-01: Operating plan and Supplemental Security camera layout and security protocol. Thank you, ~~Lance C. Wells,~~ Esq.

OFFICE USE ONLY					
Received Date:		Payment Submitted Y/N:		Transaction #:	

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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:	Silverthorn Investment Group, LLC.	**License Number:**	10316		
License Type:	Retail Marijuana Store				
Doing Business As:	Denali 420 Recreationals				
Premises Address:	2876 N. Rex Road				
City:	Houston	**State:**	ALASKA	**ZIP:**	99694

Mailing Address:	733 W. 4th Avenue, Suite 308				
City:	Anchorage	**State:**	ALASKA	**ZIP:**	99501

Primary Contact:	Jared Lamb		
Main Phone:	907-240-3490	**Cell Phone:**	907-240-3490
Email:	lambjardedasd@gmail.com		

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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:

Pursuant to 3AAC 306.710(c)(2) obtain a visitor identification badge before entering the restricted access area; and
(1) Ultra-Electronics 30 MIL CR80 Access security cards will be issued to marijuana establishment licensee or authorized employee, and to law enforcement personnel including an agent of the board. Allowing for limited access to restricted areas.
(2) Doors with entrance and exit access to property will be monitored with Honeywell Intrusion Z-Wave Door contacts that will trip the alarm system in the event a door contact is activated. The system will be active when alarm has been armed. For times when the facility is open, and system is in a standby mode, Access will be monitored and restricted by staff, locks and video surveillance.
a. Vivotek USA Inc. FD-8169 Dome Network Cameras. VIVOTEK's FD-8169 is an economic professional indoor/outdoor dome network camera in VIVTOTEK's 2MP Lite series which offer up to 15 fps at 2-Megapixel or 30 fps at 1080p resolution. Equipped with a new high resolution image sensor, different from other 2MP cameras, the FD-8169 provides sharper image quality and finer detail. And with powerful 3D Noise Reduction technology and Smart Stream technology the FD-8169 can also optimize resolution for a desired object or area to maximize efficiency of bandwidth usage.
To create the perfect focus required to reap the benefits of higher resolutions, VIVOTEK's FD-8169 provides remote focus with built-in stepping motors and P-iris for precise adjustment remotely. And for providing higher resolution in outdoor and harsh environments, VIVOTEK's FD-8169 series is also armed with IP66-rated housing to help the camera body withstand rain, dust and high pressure water jets from any direction, while its IK10-rated housing provides protection against acts of vandalism or other impacts. Additionally, a wide operating temperature range further improves the FD-8169 performance and reliability in extremely cold or warm weather, even when using PoE.

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

(1) Ultra-Electronics 30 MIL CR80 Access security cards will be issued to marijuana establishment licensee or authorized employee, and to law enforcement personnel including an agent of the board. Allowing for limited access to restricted areas. All other personnel will be issued a non-technological badge limiting their access to restricted access areas there by preventing any unauthorized access to restricted areas. All visitors will be escorted by an Owner or security staff. No more than 5 visitors will be allowed at any time per employee or owner on duty at the time. Visitors must remain with their assigned escort at all times.

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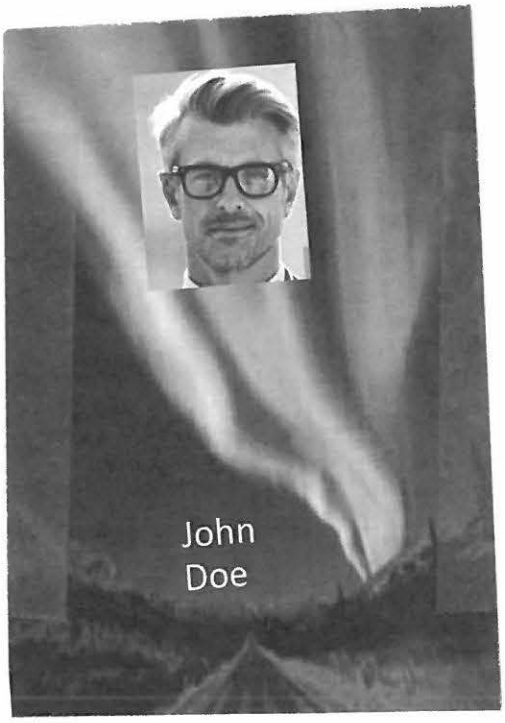
Form MJ-01: Marijuana Establishment Operating Plan

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

Visitors must provide a current, legible and approved identification as outlined in the regulation 3AAC 306.710 (c)1 ,2 and 3. Also see 3AAC 306.350
All visitors will be required to sign in on the log and show proper and current identification prior to being allowed access to any restricted access areas. These log sheets will be maintained and secured onsite for future review.

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



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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:

Exterior commercial grade lighting in the form of HID/Metal Halide will be placed on all sides of the building to ensure quality and continued video surveillance at night. Lights will be set to come on at dusk and off during daylight hours. Exterior lights may also be motion activated.

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

(1) Pursuant to 3 AAC 306.715(c)(2) a security alarm system on all exterior doors and windows; and The Licensed Facility will have
a. Honeywell Intrusion security package installed consisting of the following equipment:2-6160 Keypads (located in main entrance to each building), 5-Aurora PIR motion detectors, Wave2 2-Tone Sounder, 467 Battery, 620 Jack and 621 Cord and additional glass break detectors located in the office to protect against window breakage.
b. 5 Honeywell sensors with: Advanced ASIC-based processing, Split-zone optics technology, Totally silent relay operation, Immune to pets up to 40 lbs, Tamper proof design, PIR motion sensor with an Ultra-low current.
c. 3 Panic Buttons will be utilized for the size and scope of security plan
d. 4 Glass break detectors.
e. 6 Hardwired smoke/heat detectors.
f. Security system will be monitored by a third party monitoring agency 24/7. In the event of an alarm activation local law enforcement and the business owner will be notified.

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:

(1) The alarm system will be monitored by a third party agency. AlarmWATCH certifications include IQ Certified Central Station (One of first in nation), UL Certified Facility, UL Certified Operators, SIA Certified Operators., SIA Central Station Trained Instructors, APCO Certified Operators and - FARA and Federal UL 2050. Supporting Alarm Communications and Interactive Service from Every Major Manufacturer
The list includes Connect 24, C24 Interactive, AlarmNET, AES, Uplink, DMP Internet, Tellular, Alarm.com. Based in Maryland with monitoring centers nationwide that are staffed 24 hours a day, 7 days a week. During non-business hours monitoring of all devices (Motion Detectors, door contacts and GE Glass break detectors) within the system will be active and monitored. In the event of a security breach of the licensed premises an exterior as well as interior sounder will be activated immediately, an alarm signal will be received by the monitoring center who will notify security, local law enforcement and the licensee.

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Form MJ-01: Marijuana Establishment Operating Plan

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

A licensee, employee or agent with a visitor/customer will not allow more than one product type out for review at any time. All products will be secured in locking cases or storage areas away from visitors/customers. Locked cases and storage areas will be monitored by video surveillance and considered restricted access areas and treated as such. ALL EMPLOYEE AND VISITOR MOVEMENTS WILL BE UNDER CONSTANT CAMERA SURVEILLANCE. Marijuana products will be stored in a secured, locked area during closed business hours. Restricted access is granted to specific personnel to these locked areas. The secured locked areas have 24-hour video surveillance and video back up for all video footage will be stored for forty (40) days. When the business is open, all products will be on display in specific areas, unreachable to customers. Cameras will be visible and provide a full view of the room, including the entryway, safes, money counting area, and product accounting area. Security monitors and video recording equipment will be located in the Safe Room. Mandatory inventory counts will be taken daily and weekly and stored as official business records. In the event that an employee is caught stealing or illegally distributing marijuana, Denali 420 Recreationals will cooperate as needed with the appropriate law enforcement agencies in the Municipality of Houston and/or the State of Alaska. Employees found to be diverting marijuana could be arrested and punished to the fullest extent of the law, and Denali 420 Recreationals will cooperate with all law enforcement directives. All employees will be trained to recognize potential theft, and are required to notify Ownership or Management if they suspect such activity is occurring. All reports and documentation concerning a suspected or actual theft will be maintained by the company for five (5) years and made available to AMCO and its agents and representatives upon request. If any suspected or actual theft occurs, Ownership will contact local law enforcement immediately. 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 to law enforcement, Ownership will update the product records in the marijuana inventory control tracking system to maintain an accurate and comprehensive accounting for all marijuana inventory activity. Ownership will also comply with any and all directives, inquires, and investigations lodged by AMCO.

Describe your policies and procedures for preventing loitering:

(1) Security and staff will perform routine but unscheduled patrols. Loiterers will be asked to leave when discovered and law enforcement will be called if continued loitering persists.

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:

(1) Motion detectors and glass break detectors are utilized for afterhours monitoring of the licensed premises.
(2) Duress and panic switches are easily accessible to facilitate a response by public safety and security in an efficient manner and will be utilized by licensee, employees and agents during business hours. These devices are silent alarms and will be activated in the event of a security breach in progress such as robbery, or in the event of an assault on the premises.
(3) All key pads will be programmed with a silent medical and fire duress option to alert medical personnel or fire fighters in the event of a medical emergency or fire.
(4) Any use of the duress or panic buttons will notify the monitoring center by silent alarm, giving the appropriate agency information that a security breach is in progress and to use extreme caution when approaching.

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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:

(1) The licensee, all employees and agents shall assist in any way to help law enforcement by providing detailed descriptions of person/persons and events leading up to the breach in security. The licensee, employees and agents shall protect and preserve any evidence or area where the breach occurred, restricting access to the area and not disturbing anything until law enforcement arrives.

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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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:

Security cameras will consist of Vivotek USA Inc FD-8169 Dome Network Cameras, Vivotek USA IB8369 IR Bullet Cameras and Vivotek USA Inc FE8181/81V Fisheye Network Camera. All security cameras will be positioned in such a manner as to get the most identifiable view of anyone within 20 feet of their line of sight at each entrance and along the exterior and interior of each Restricted Access Area. Cameras will be placed at a height of 12 feet to insure unobstructed viewing of all product, plants and persons insuring all are captured on a maximum clear sight picture. All cameras will have a recording resolution of at least 1920x1080(2mp)-2560x1920 (5mp), and will have the ability to see at night using infrared technology for night time recordings.

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:

(1) Pursuant to 3AAC 306.720(b) Surveillance recording equipment and video surveillance records must be housed in a locked and secure area or in a lock box, cabinet, closet or other secure area that is accessible only to a marijuana establishment licensee or authorized employee, and to law enforcement personnel including an agent of the board. A marijuana establishment may use an offsite monitoring service and offsite storage of video surveillance records as long as security requirements at the offsite facility are at least as strict as onsite security requirements as described in this section
a. The security room, housing all supporting security and camera equipment, will be locked by Access control and Hess electric strikes to insure the integrity of all security supported hardware for the licensed facility.
i. The single entry point will have Access control supported with LED (green-yellow-red) and buzzer options, with temperatures ratings of -23.8°F (-31°C) to 145.4°F (63°C) Certification and Standards of FCC Certification, RSS-210, UL294 and CE Mark Voltage rage of 5 V DC to 16 V DC with Maximum Input current 50 mAh that part of a Honeywell NetAXS-123 Access Control System with Certification and standards of CE and FCC.
ii. Within the Security room, there will be a Vivotek USA Inc FD-8169 Dome Network Camera.
iii. Outside the security room entrance point will be a Vivotek USA, Inc FD-8169 Dome Network Camera. VIVOTEK FD-8169 is a best-in-class, dome-style network camera designed for diverse indoor/outdoor applications. Equipped with a 2MP sensor enabling viewing resolution of 1920x1080 at a smooth 30 fps, the FD-8169 is an all-in-one indoor/outdoor camera capable of capturing high quality and high resolution video up to 2 Megapixel.
In order to adapt to constantly changing outdoor lighting conditions, the FD-8169 features a removable IR-cut filter as well as IR illuminators effective up to 25M for superior image quality around the clock. For protection against harsh outdoor environments, the camera is encased in an IP66-rated housing and weather-proof casing to withstand rain and dust. The FD-8169 further strengthens the robustness of the camera by protecting the cable within the bracket.

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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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)	■	☐

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Form MJ-01: Marijuana Establishment Operating Plan

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:

(1) Valkyrie Security and Asset Protection Inc.'s electronic video storage is password protected to prevent any alterations. The security system will generate a daily open/close report by user. The access control system will generate a report of authorized or unauthorized access users attempting to enter a restricted access area. All systems are programmed with redundant password lockout protection. The security room housing all supporting security and camera equipment will be insulated and temperature controlled to insure the integrity of all security supported hardware for the licensed facility.

All other computer data will be password protected, backed-up daily and information stored not only on the internal hard drive of the computer itself, but an encrypted external hard drive as well for back-up. Additionally, an additional external hard drive will be maintained off-site and secured in a locked safe maintaining an additional set of records/transactions in the event of computer failure or other form(s) or compromise that could occur.

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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:

The business entity will utilize the Franwell/Marijuana Enforcement Tracking Reporting & Compliance (METRC) inventory tracking system. This is the same tracking system that is required for every Alaska marijuana establishment/licensee holder. It is completely compatible with the state's system as they are one of the same.

Franwell provides licensees with training sessions and webinars to provide a thorough understanding of METRC. All key employees needing to acquire these skills will attend this training and will continue their learning through additional seminars and web training that may become available through Franwell in the future.

MJ Freeway Business Solutions: Gram tracker will be utilized for point of sale (POS) at the register. MJ Freeway works closely with Franwell and will be compatible with the SOA system and Franwell.

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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:

Every employee will be required to have a current and valid Alaska Marijuana Handler's card in order to obtain employment. Upon employment, the card will be checked for issuance date and expiration date and the later date will be entered in to the company computer so that the expiration date(s) may be tracked in order to ensure no employee has a card that has expired. All persons will be required to take and successfully pass one of the state's required courses for this certification/recertification. In addition, my company will be offering additional training as it becomes available through the private sector in this evolving industry. Furthermore, our corporate attorney Lance C. Wells will keep me informed of any new developments or changes that may occur at state or local levels of government so that we are current of requirements and may exceed these standards as set.

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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:

This is a marijuana dispensary only. As such, there will be no water waste as there is no growing of marijuana. Any water consumed will be for drinking, toilets, hand sink or shower. It will be disposed of within a DEC and SOA approved septic system. There will be no testing performed upon these premises as all marijuana products offered for sale to persons over 21 years of age will have been tested by a state approved testing facility and will have passed the State of Alaska's rigorous testing requirements prior to sale. Any contaminated marijuana or marijuana determined unusable for sale will be stored in a secure and locked room and mixed/ground 50/50 with a combination of household biodegradable matter and turned in to mulch rendering the product unusable.

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

Common household biodegradable matter to also include vegetables and other forms of organic matter such as yard clippings and leaves. No plastics or non-biodegradable materials will be used.

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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:

While this is not a business that grows or produces marijuana (this is a licensed retail marijuana store), any marijuana that becomes waste will be tuned in to mulch using a mixture and ratio of 50/50% of biodegradable materials. This will include but not limited to common household garbage, food waste, leaves, grass clippings or other types of biodegradable materials. They will be mixed and ground together and the product made unusable. It will then be placed in our mulch pile to later be used in the growing of vegetables, flowers of the like.

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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:

All employees of Silverthorn Investment Group, LLC that transport marijuana will have a current and valid marijuana handler permit. A complete printed transport manifest will be kept with marijuana at all times. METRC will be used to record the type, amount, weight of marijuana product being transported, name of transporter, time of departure and expected delivery, the make, model,and license plate number for transporting vehicle. In the event cannabis products need to be transported off premises marijuana will be stored in a lockable compartment of the vehicle with tamper resistant locks (safe bolted to the inside/frame of the vehicle) where it will remain until arrival at the destination. Transporting vehicle will travel directly to destination. The destination will only include marijuana cultivation, manufacturing, testing, or retail location. A signature from the receiving party with printed name a signature from the receiving party with printed name and marijuana handler number, time of arrival. They in turn will scan in METRC the receipt of the marijuana received.

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

(1) Valkyrie Security and Asset Protection Inc. use armored staff and vehicles. Their transport staff will secure product in locked containers with tamper resistant locks prior to leaving the licensed facility. All locked containers will be with armed transport staff at all times and only removed from vehicle upon arrival to receiving licensed facility. All transfers will be tracked using METRC and WASP. The tamper resistant locks will only be removed in the presence of an authorized person at the receiving licensed facility. All of Valkyrie Security staff are trained prior Law Enforcement and Military personnel and have completed all required MJ Handler training and obtained MJ Handler Identification cards. All Valkyrie staff are familiar with all regulations pertaining to Alaska's Marijuana regulation and procedures of record

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STATE OF ALASKA

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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:

No more than three (3) signs will be utilized and visible to the general public upon the licensed location. One on the front of the building and one on each of the two sides of the building no more than 4800 square inches or 33.3 sq. feet as allowed. See 3 AAC 306.360. The signs will depict the store name: Denali 420 Recreationals and the company logo. All signs will comply with the above statute as well as 3 AAC 306.306 (b).

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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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)	■	☐

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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:

(1) Visitors must present a valid I.D prior to entering the licensed premises. (ie. State Drivers License, State issued I.D. Card, Governments I.D. card or passport). All valid IDs must be unaltered, no other documents will be considered valid. To prevent minors from entering all Restricted Access areas all areas are being protected by video surveillance and electronic access control locks. Anyone without access cards or keys must be escorted at all times. No Minors under the age of 21 will be allowed within the licensed facility at anytime.
(2) The facility will refuse entrance to any person who does not produce a form of valid photo identification showing that person is 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. At no time will a person under the age of twenty one (21) be permitted to remain on the premises. 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. A designated employee will request from all customers for government-issued identification and will thoroughly examine ID for all members of the party before buzzing them through the locked door. In addition to passing the Marijuana Handler's Card course, employees in this position will be trained to spot the inconsistencies of forged identifications, and they will be given an ID guide to help them recognize IDs from other states and countries. Signage will be posted at the main entry door and the shopping area entry door stating "No one under 21 years of age allowed". The sign will be twelve (12) inches long and twelve (12) inches wide, and the letters will be one half inch in height in high contrast to the background of the sign.

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

JARED LAMB
Printed name

Subscribed and sworn to before me this 24th day of June, 2016.

Notary Public
LANCE C. WELLS
State of Alaska
My Commission Expires Jun 18, 2017

Notary Public in and for the State of Alaska.

My commission expires: 6/18/2017

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Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

(Additional Space as Needed):

Cont'd. Response: Page 2, First Block:

With the highly flexible VADP (VIVOTEK Application Development Platform), users can extend the features of this series by adding third-party applications for the FD-8169. Thus the FD-8169 series is not only equipped with multiple focusing methods and wide temperature range options, but ideal for a wide variety of applications.
Key Features: • 2-Megapixel CMOS Sensor • 15 fps @ 2560x1920, 30 fps @ 1920x1080 • 3 ~ 9 mm, Vari-focal, Remote Focus, P-iris Lens (FD-8169) • Removable IR-cut Filter for Day & Night Function • Built-in IR Illuminators, Effective up to 30 Meters • Smart IR Technology to Avoid Overexposure • Smart Stream to Optimize Bandwidth Efficiency • WDR Enhancement for Unparalleled Visibility in Extremely Bright and Dark Environments • 3D Noise Reduction for Low-light Conditions • Two-way Audio • Video Rotation for Corridor View • Weather-proof IP66-rated and Vandal-proof IK10-rated Housing • Extreme Weather Support with PoE (FD-8169) • VIVOTEK VCA (Video Content Analysis) Support
Certifications: FD-8169: CE, LVD, FCC Class A, VCCI, C-Tick, UL FD-8169 -F3/-EF3: CE, LVD, FCC Class A, VCCI, C-Tick
Operating Temperatures: FD-8169 -T/-F3: Starting Temperature: -10°C ~ 50°C (14°F~ 122°F) Working Temperature: -20°C ~ 50°C (-4°F~ 122°F FD-8169 -ET/-EF3: Starting Temperature: -40°C ~ 50°C (-40°F ~ 122°F) Working Temperature: -50°C ~ 50°C (-58°F ~ 122°F)
System Requirements: Operating System Microsoft Windows 7/8/Vista/XP/2000, Web Browser Mozilla Firefox 7~10 (Streaming only) Internet Explorer 7/8/9/10/11, Other Players VLC: 1.1.11 or above QuickTime: 7 or above.

Cont'd Response: Page 7, Second Block:

The FD-8169 supports the industry-standard H.264 compression technology, drastically reducing file sizes and conserving valuable network bandwidth. With H.264 & MJPEG compatibility all included, multiple streams can be simultaneously transmitted in any of these formats at different resolutions, frame rates, and image qualities for versatile platforms. The streams can also be individually configured to meet different needs or bandwidth constraints, thereby further optimizing bandwidth and storage.
Incorporating a number of advanced features standard for VIVOTEK cameras, including tamper detection, 802.3af compliant PoE, MicroSD/SDHC/SDXC card slot, and VIVOTEK's 32-channel recording software, the FD-8169 is the ideal solution for your outdoor surveillance needs.
Key Features •2-Megapixel CMOS Sensor • 30 fps @ 1920x1080 • Real-time H.264, MJPEG Compression (Dual Codec) • Removable IR-cut Filter for Day & Night Function • Built-in IR Illuminators, Effective up to 25 Meters • Built-in 802.3af Compliant PoE

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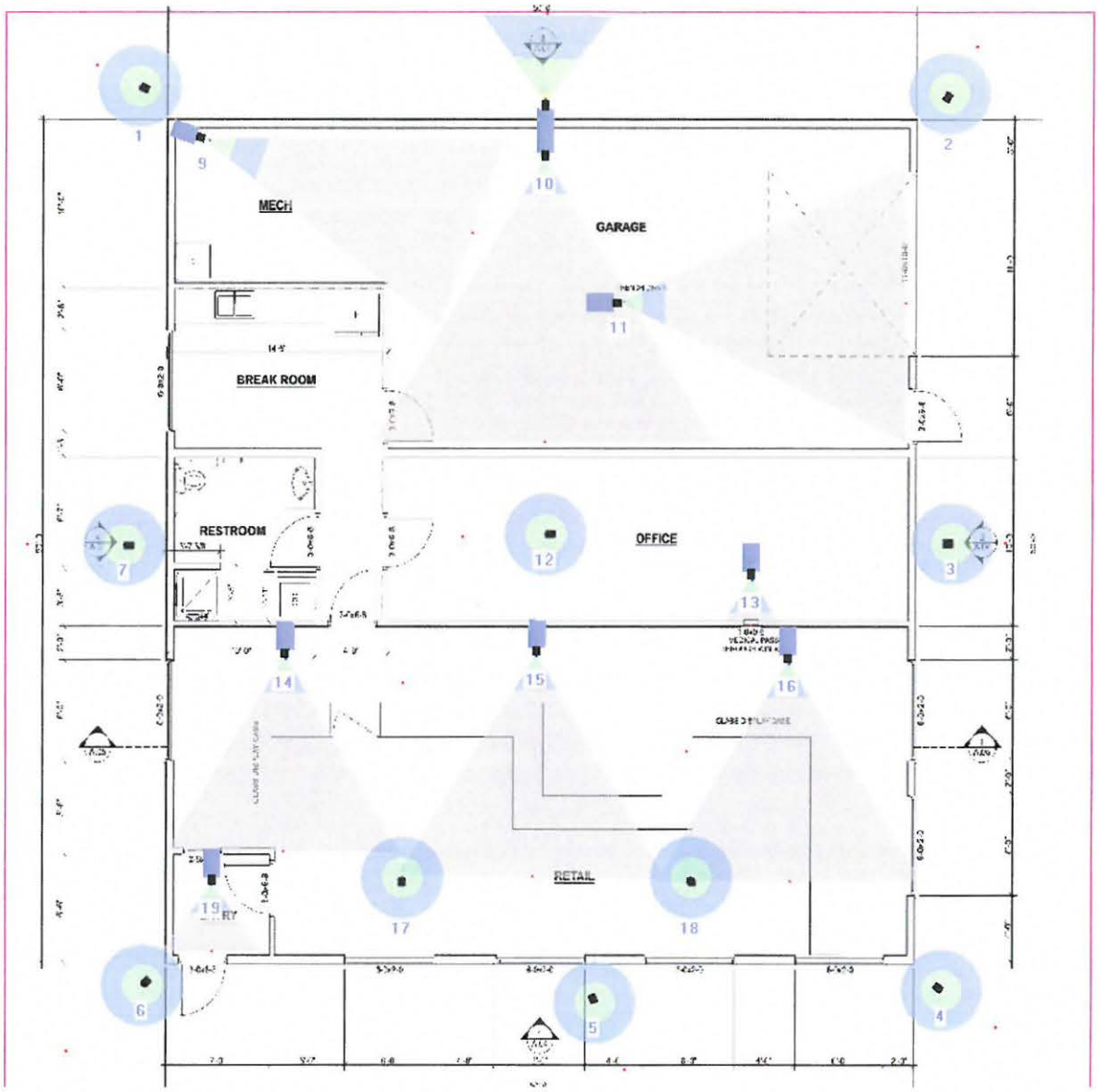
ALCOHOL MARIJUANA CONTROL OFFICE
STATE OF ALASKA

1150 S. Colony Way, STE #3, PMB #307
Palmer, AK. 99645
907-841-2255
907-746-2256
valkyriesap@outlook.com
www.valkyriesap.com

Security Camera Layout
For
Silverthorn Investment Group, LLC
d/b/a
Denali 420 Recreationals
Latitude 61.612665
Longitude -149.780593
2876 N. Rex Road
Houston, Alaska
99694



Cameras 1-7,12 and 17 and 18 Vivotek USA Inc FE8181/81V Fisheye Network Camera. All security cameras will be positioned in such a manner as to get the most identifiable view of anyone within 20 feet of their line of sight at each entrance and along the exterior and interior of each Restricted Access Area. Cameras will be placed at a height of 12 feet to insure unobstructed viewing of all product, plants and persons insuring all are captured on a maximum clear sight picture. All cameras will have a recording resolution of at least 1920x1080(2mp)-2560x1920 (5mp), and will have the ability to see at night using infrared technology for night time recordings

Cameras 8 - VIVOTEK IB8369 is a best-in-class, bullet-style network camera designed for diverse outdoor applications. Equipped with a 2MP sensor enabling viewing resolution of 1920x1080 at a smooth 30 fps, the IB8369 is an all-in-one outdoor camera capable of capturing high quality and high resolution video up to 2 Megapixel. In order to adapt to constantly changing outdoor lighting conditions, the IB8369 features a removable IR-cut filter as well as IR illuminators effective up to 20M for superior image quality around the clock. For protection against harsh outdoor environments, the camera is encased in an IP66-rated housing and weather-proof casing to withstand rain and dust. The IB8369 further strengthens the robustness of the camera by protecting the cable within the bracket.

Cameras 9-11, 13-16 and 19 - VIVOTEK FD8169 is an easy-to-use fixed dome network camera specifically designed for indoor security applications with a compact, stylish exterior. Equipped with a 2MP sensor enabling viewing resolution of 1920x1080 at a smooth 30 fps, the FD8169 is an all-in-one camera capable of capturing high quality and high resolution video up to 2 Megapixel. In order to adapt to constantly changing lighting conditions, the FD8169 features a removable IR-cut filter as well as improved IR illuminators effective up to 15M for superior image quality around the clock. Featuring 3D Noise Reduction Technology, it enables the FD8169 to capture clear, polished video under low-light conditions, which also helps to reduce bandwidth from sensor noise. The FD8169 supports the industry-standard H.264 compression technology, drastically reducing file sizes and conserving valuable network bandwidth. With H.264, and MJPEG compatibility both included, multiple streams can be simultaneously transmitted in any of these formats at different resolutions, frame rates, and image qualities for versatile platforms. Thereby it further optimizes bandwidth and storage efficiency. Incorporating a number of advanced features standard for VIVOTEK cameras, including tamper detection, 802.3af compliant PoE, MicroSD/SDHC/SDXC card slot, and VIVOTEK's 32-channel recording software, the FD8169 is the ideal solution for your indoor surveillance needs.

All Cameras will be recorded using VIVOTEK's ND9441 and ND9541 brand new H.265 Linux-based embedded standalone NVRs. Equipped for up to 16-CH/ 32-CH network cameras, the NVRs feature well-built ONVIF compliant and scalable configuration with VAST CMS empowering users to set up and manage advanced IP surveillance systems with ease. Both NVRs also support remote and mobile access, via EZConnect and iViewer app, for both iOS and Android handheld devices, providing users an open, flexible and intelligent NVRs for seamless use in small to medium sized video surveillance applications.

NVR's will be housed in a secure locked rack and password protected. The security room will be locked by electronic lock and access control with video surveillance capturing all activity inside and outside of the room. UPS battery backups will be installed in case of power failure and onboard recording will be utilized on critical areas in the restricted access areas.

Security Protocol

This facility is equipped with a state of the art security system. As an employee of DENALI 420 RECREATIONALS. you will be required to follow strict protocol when present on these premises Employees who violate this Standard Operating Guideline will be subject to Disciplinary Action, up to and including Termination from DENALI 420 RECREATIONALS.

The security system in place is for your safety as well as your fellow employees, customers and agents. See the following security SOPs for further instructions on what protocol will be as an employee for DENALI 420 RECREATIONALS.

AT NO TIME ARE YOU TO DISCUSS SECURITY PROTOCOL WITH AN OUTSIDE SOURCE.

At all times as an employee you should be aware of your surroundings. Notify upper management of any suspicious people, vehicles or objects.

Prohibited Use of Firearms

PURPOSE

The purpose of this Standard Operating Guideline is to establish the Prohibited Use of Firearms by all employees while on duty.

STANDARD OPERATING GUIDELINE

It is the Standard Operating Guideline of DENALI 420 RECREATIONALS. to prohibit employees from carrying or using any type of firearms while on duty. The procedures below give a definitive course of action for all employees to follow.

PROCEDURE

A. FIREARMS

Employees are Prohibited from Concealing and/or Openly Carrying any Firearm, Ammunition, Speed-Loaders, Magazine Clips, Speed-Loader or Magazine Clip Pouches, and/or Holsters of any type while on duty.

Employees who violate this Standard Operating Guideline will be subject to Disciplinary Action, up to and including Termination from DENALI 420 RECREATIONALS.

Prohibited Use of Unauthorized Weapons

PURPOSE

The purpose of this Standard Operating Guideline is to establish the Prohibited Use of Unauthorized Weapons by employees while on duty.

STANDARD OPERATING GUIDELINE

It is the Standard Operating Guideline of DENALI 420 RECREATIONALS. to prohibit employees from carrying or using any type of Unauthorized Weapons while on duty. The procedures below give a definitive course of action for all employees to follow.

PROCEDURE

A. UNAUTHORIZED WEAPONS

Employees are Prohibited from Concealing and/or Openly Carrying any Type of Unauthorized Weapons while on duty. The following list is by no means exhaustive. Please contact your Immediate Supervisor if you have any further questions or require further clarification. Unauthorized Weapons include, but are not limited to the following:

01. Tazer Guns
02. Stun Guns
03. Knives
04. SAPs
05. Lead Filled Gloves
06. Brass Knuckles
07. Slap Jacks
08. Batons

The carrying or use of any weapon not specifically issued or authorized by DENALI 420 RECREATIONALS. is strictly prohibited, except in those extreme situations where an employee has no other choice but to use an Unauthorized Weapon to prevent the immediate threat of death or greatly bodily harm.
Employees who violate this Standard Operating Guideline will be subject to Disciplinary Action, up to and including Termination from DENALI 420 RECREATIONALS.

Illegal Drugs & Alcohol Abuse

PURPOSE

The purpose of this Standard Operating Guideline is to establish DENALI 420 RECREATIONALS. stance on Illegal Drugs and/or Alcohol Abuse by employees.

STANDARD OPERATING GUIDELINE

It is the Standard Operating Guideline of DENALI 420 RECREATIONALS. to maintain a Zero Tolerance for Illegal Drugs and/or Alcohol Abuse by employees. The procedures below give a definitive course of action for all employees to follow.

PROCEDURE

A. ILLEGAL DRUGS AND/OR ALCOHOL ABUSE

Illegal Drugs and/or Alcohol Abuse have an adverse impact on an employee's performance, personal and family life, as well as the ability to provide the highest quality of service. Illegal Drugs and/or Alcohol Abuse can cause poor performance, decreased productivity, and create safety hazards. Consequently, DENALI 420 RECREATIONALS. is committed to establishing and maintaining an environment free of Illegal Drugs and/or Alcohol Abuse.

Also, DENALI 420 RECREATIONALS. is committed to providing a safe employment environment and to fostering the well being and health of our employees. That commitment is jeopardized when any employee uses Illegal Drugs and/or Alcohol, report for duty with these substances present in his/her body, or possesses, distributes, or sells Illegal Drugs and/or Alcohol. Therefore, DENALI 420 RECREATIONALS. has established the following:

01. It is a violation of this Company Standard Operating Guideline for any employee to possess, sell, trade, or offer for sale Illegal Drugs and/or Alcohol or otherwise engage in the use of Illegal Drugs and/or Alcohol on duty;

02. It is a violation of this Company Standard Operating Guideline for any employee to report for duty under the influence of Illegal Drugs and/or Alcohol or with Illegal Drugs and/or Alcohol in his/her body;

03. It is a violation of this Company Standard Operating Guideline for any employee to use prescription drugs illegally. (However, nothing in this Standard Operating Guideline precludes the appropriate use of legally prescribed medication);

04. Employees who violate this Standard Operating Guideline are subject to Disciplinary Action, up to and including Termination from DENALI 420 RECREATIONALS.

B. SUPERVISOR RESPONSIBILITIES

It is the responsibility of DENALI 420 RECREATIONALS. Supervisors to counsel employees whenever they see changes in performance or behavior that suggests an employee is under the influence of Illegal Drugs and/or Alcohol. Although it is not the Supervisor's responsibility to diagnose personal problems, the Supervisor should encourage such employees to seek help and advise them about available resources for getting help.

Everyone shares responsibility for maintaining a safe employment environment and co-workers should encourage anyone who uses Illegal Drugs and/or Alcohol on duty to seek help. The goal of this Standard Operating Guideline is to balance our respect for individuals with the need to maintain a safe, productive, and Illegal Drugs and/or Alcohol-Free Environment.
The intent of this Standard Operating Guideline is to offer a helping hand to those who need it, while sending a clear message that Illegal Drugs and/or Alcohol are incompatible with employment within DENALI 420 RECREATIONALS.

DENALI 420 RECREATIONALS. has adopted testing practices to identify employees who use Illegal Drugs and/or Alcohol on duty. It shall be a condition of employment for all employees to submit to testing under the following circumstances:

01. When there is reasonable suspicion to believe that an employee is under the influence of Illegal Drugs and/or Alcohol;

02. When employees are involved in on duty accidents where personal injury or damage to Client and/or Company property occurs;

03. When employees are involved in an on duty shooting, whether justified or not.

04. As part of a Follow-Up Program for the treatment of Illegal Drugs and/or Alcohol Abuse.

Keys/ Access Cards

Employee Issued Keys

PURPOSE

The purpose of this Standard Operating Guideline is to establish the proper procedures concerning Employee Issued Keys and/or Access Cards.

STANDARD OPERATING GUIDELINE

It is the Standard Operating Guideline of DENALI 420 RECREATIONALS. to issue keys and Access Control Cards to certain employees in order for them to provide beneficial service. The procedures below give a definitive course of action for all employees to follow.

PROCEDURE

A. Company Issued Keys

Employees who are issued Company Keys will be required to sign and date a Key Issuance and Return Form, as applicable, at the beginning and end of their employment with DENALI 420 RECREATIONALS.. Employees who are not issued keys on a full-time basis, but rather only when necessary shall always document the keys on a Daily Key Log.

Keys are **NOT** to be copied under any circumstances, unless authorized by the President/CEO. Employees found to have created keys on their own shall be subject to Disciplinary Action, up to and including Termination from DENALI 420 RECREATIONALS... All keys issued to employees must always be safeguarded and never loaned to anyone. Immediately report any Lost or Stolen Keys to your Immediate Supervisor.

Employees may be responsible for the cost of re-keying, if such action becomes necessary, due to Lost, Stolen, or Unauthorized Copied Keys.

B. Company Access Cards

Employees who are issued Company Access Cards will be required to sign and date a Access Card Issuance and Return Form, as applicable, at the beginning and end of their employment with DENALI 420 RECREATIONALS.. Employees who are not issued Access Cards on a full-time basis, but rather only when necessary shall always document the Access Card on a Daily Key Log.

Keys are **NOT** to be copied under any circumstances, unless authorized by the President/CEO. Employees found to have created Access Cards on their own shall be subject to Disciplinary Action, up to and including Termination from DENALI 420 RECREATIONALS... All Access Cards issued to employees must always be safeguarded and never loaned to anyone. Immediately report any Lost or Stolen Access Cards to your Immediate Supervisor.

Employees may be responsible for the cost of re-carding, if such action becomes necessary, due to Lost, Stolen, or Unauthorized Copied Access Cards.

General Rules for Security System

PURPOSE

The purpose of this Standard Operating Guideline is to establish the General Rules & Regulations of DENALI 420 RECREATIONALS. for the security system in place on the premise.

STANDARD OPERATING GUIDELINE

It is the Standard Operating Guideline of DENALI 420 RECREATIONALS. to have employees become familiar with the following Company Rules & Regulations. The procedures below give a definitive course of action for all employees to follow.

PROCEDURE

A. ENTERING BUILDING

01. Employees with arming and disarming codes and keys to the building must enter first locking the door behind them. A sweep of the building must be performed prior to allowing other employees to enter.

02. Once building is deemed safe an all clear signal is initiated.

03. No employee is to exit their vehicle or approach the licensed premises until a key holder has entered the building and disarmed the security system and an "ALL CLEAR" sign is displayed. Only then should an employee approach the building to be let in.

B. FUNCTION OF SECURITY KEY PAD

01. All employees will have access and authority to certain functions of the security system.

02. These functions are for Medical Emergencies, Fire and Police.

03. Each button on the key pad is easily identifiable. Once the button has been pressed the selected agency will be notified and respond. Activating these buttons will result in an immediate response.

See Medical emergency, Fire emergency and Police emergency for further policies and procedures.

Medical Emergency

Medical Emergencies

PURPOSE

The purpose of this Standard Operating Guideline is to establish proper response to any Medical Emergencies.

STANDARD OPERATING GUIDELINE

It is the Standard Operating Guideline of DENALI 420 RECREATIONALS. If you are currently certified, you should immediately provide the sick or injured person with basic life support if necessary. Remember to **NEVER** discontinue CPR until properly relieved by emergency medical personnel or other qualified healthcare professionals. Activate the Medical Emergency button as soon as possible.

01. Never attempt to render aid to anyone if you are not qualified to render such aid;

Once EMS has assumed control over a Medical Emergency, employees shall assist as necessary and provide security around the scene to allow emergency personnel access to the scene or to keep unauthorized persons away from the scene.

Fire Emergency

Fire Emergencies

PURPOSE

The purpose of this Standard Operating Guideline is to establish proper response to any Fire Emergencies.

STANDARD OPERATING GUIDELINE

It is the Standard Operating Guideline of DENALI 420 RECREATIONALS. to have a designated meeting point for all employees to meet after the building has been evacuated. Manager on duty is tasked with completing a headcount to insure everyone has evacuated the building.

01. The Manager on duty will obtain written log of visitors and customers as they exit the building.

02. Never attempt to stay in the building or re-enter the building at anytime.

Once Fire/Rescue have arrived, stay clear of their activities and offer any information they request.

Police Emergency

Police Emergencies

PURPOSE

The purpose of this Standard Operating Guideline is to establish proper response to any Police Emergencies.

STANDARD OPERATING GUIDELINE

It is the Standard Operating Guideline of DENALI 420 RECREATIONALS. to establish these guide lines for employee safety in the event of a Police Emergency.

A. Robbery

01. If an employee is approached and/or addressed by a robber, remain calm and comply with all demands, this will prevent escalation of the situation.

02. Each POS stations is equipped with a silent panic button. If you can activate the silent alarm without being noticed do so. This will alert law enforcement.

03. At no point as an employee, are you to act threatening, attempt physical harm or subdue the assailant.

04. Detail descriptions of the assailant such as height, weight, ethnicity or markings and unique traits should be noted and given to Law Enforcement.

B. Gun Fire

01. In the event of gunfire employees are to drop to the floor where you are. If possible crawl to a secure sheltered area and remain quiet.

02. Each POS stations is equipped with a silent panic button. If you can activate the silent alarm without being noticed do so. This will alert law enforcement.

03. If an employee is approached and/or addressed, remain calm and comply with all demands, this will prevent further escalation of the situation.

04. Detail descriptions of the assailant such as height, weight, ethnicity or markings and unique traits should be noted and given to Law Enforcement.

05. At no time are you required to endanger yourself to get a physical description of the assailant. DO NOT BE A HERO.

06. Stay put until Law Enforcement has arrived.

07. DO NOT TOUCH ANYTHING.

In the event of a hostage situation activation of the silent alarm and complying with the demands of the assailants will allow Law Enforcement time to deal with

False Alarms

PURPOSE

The purpose of this Standard Operating Guideline is to establish in the event of a false alarm

STANDARD OPERATING GUIDELINE

It is the Standard Operating Guideline of DENALI 420 RECREATIONALS. to provide employees with the procedures below in the event of a false alarm.

PROCEDURE

01. Notify upper management

02. A designated employee will contact the central monitoring center advise them of the false alarm, provide them with the assigned security password and account number for the location.

03. If the silent alarm is activated, law enforcement will arrive regardless if the monitoring center is contacted or not.

04. Comply with Law Enforcement until they deem there is no threat and issue an all clear.

Loitering

PURPOSE

The purpose of this Standard Operating Guideline is to establish the proper protocol for loitering.

STANDARD OPERATING GUIDELINE

The purpose of this Standard Operating Guideline is to establish the proper protocol for preventing and addressing loitering

PROCEDURE

01. Security and staff will perform routine but unscheduled patrols.

02. Loiterers will be asked to leave when discovered and law enforcement will be called if continued loitering persists.