Alcohol & Marijuana Control Office
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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:	AK GREEN LABS, LLC	**License Number:**	10186		
License Type:	Marijuana Testing Facility				
Doing Business As:	AK GREEN LABS LLC				
Physical Address:	2509 Fairbanks Street, Suite A				
City:	Anchorage	**State:**	AK	**Zip Code:**	99503
Designated Owner:	Brian Coyle				
Email Address:	akgreenlabs@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; addendum to operating plan.

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:	AK Green Labs LLC	**License Number:**	10186		
License Type:	Marijuana Testing Facility				
Doing Business As:	AK Green Labs LLC				
Premises Address:	2509 Fairbanks Street, Suite A				
City:	Anchorage	**State:**	ALASKA	**ZIP:**	99503

Mailing Address:	2509 Fairbanks Street, Suite A				
City:	Anchorage	**State:**	ALAS	**ZIP:**	99503

Primary Contact:	Brian Coyle		
Main Phone:	907 770-9997	**Cell Phone:**	303 304-9661
Email:	akgreenlabs@gmail.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 restricted reas will be controlled by security-card activated locks on the entrance doors to all restricted 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.
(2) Doors with entrance and exit access to property will be monitored with Honeywell 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.

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

Visitors will be admitted into the premises in accordance with 3 AAC 306.710(c). All visitors will be required to provide a valid photo identification as outlined by 3 AAC 306.350 to assess age and ability to enter the premises and includes; an unexpired, unaltered passport, an unexpired, unaltered drivers license; instruction permit, or identification card of any state or territory of the United States, the District of Columbia or a province of Canada or an identification card issued by a federal or state agency authorized to issue a driver's license of identification card. If any of the documentation appears to be fraudulent, is not valid or appears suspicious, the individual will be asked to leave the premises and will not be allowed to enter the facility or secure side yard.
Visitors to the premises will be supervised at all times by an authorized employee and no more than five (5) visitors will be allowed per each employee at a time (3 AAC 306.710 (b).
VVisitors will be given instructions regarding not touching plants/products or entering in any area that the supervising employee has not designated as a visiting area. by authorized personnel at all times. See attachment for sample of the Visitor Badge.

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

Restricted access areas include the laboratory, sample receiving and sample preparation rooms, security rooms and any others required. A maximum of five visitor passes will be issued at a time per employee and all visitors will be supervised at all times by the employee. AKGL will keep a record of all visitors to Restricted Areas on their premises as shown on the example Visitors Log attached.

(See form attached)

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

Identification badges, visitor passes, keys and security codes are issued through AKGL and are the sole property of AK Green Labs. Identification badges may not be duplicated or loaned to anyone and can be revoked at any time due to inappropriate use.

During work hours, employees will be required to carry an identification badge issued by AK Green Labs that is visible and identifies the employee by name and picture 3 AAC 306.710(c). Employees are responsible for maintaining the security of their identification badges after hours by not leaving it visible to the public (i.e. vehicles) and are responsible for notifying management immediately if their badge or Marijuana Handlers Card is lost or stolen at which point management personnel will make a note in the employees file, issue a new card with provide a new employee identification number. Identification badges will be issued the first day of employment and will be issued to full-time part-time employees.

(See attached for sample badge)

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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:

To ensure good quality video will be captured at all times, Professional-grade exterior lighting will be provided from dusk to dawn, at both front and back of the licensed premises.

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) AK Green Labs will have a security alarm system on all exterior doors and windows; and
a. Honeywell Intrusion security package installed consisting of the following equipment: 1-6160 Keypads (located in main entrance to the building), 1-Aurora PIR motion detectors, Wave2 2-Tone Sounder, 467 Battery, 620 Jack and 621 Cord and Panic buttons will be remotely located within the licensed premises for added security.
b. Honeywell sensors with: Advanced ASIC-based processing, Split-zone optics technology, tamper proof design, PIR motion sensor with an Ultra-low current.
c. 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:

Alarm system will be monitored by a third party agency, AlarmWATCH whose 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.Based in Maryland with monitoring centers nationwide that are staffed 24hrs a day, 7 days a week. During non-business hours all devices 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 sent to the monitoring center who will notify security, local law enforcement and the licensee.

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

Owners, employees, visitors and other individuals will be held to a zero tolerance policy on the diversion of marijuana (3 AAC 306.715(c)(1)). The electronic tracking system will be used to ensure diversion of marijuana does not occur throughout the normal processes of the testing facility. Marijuana and marijuana products arriving at AK Green Labs will be entered into the METRC tracking system and into the AK Green Labs Laboratory Information Management System (LIMS), as required. The movement of samples while on the premises of AK Green Labs will be tracked through the testing facility's internal Tracking Form and the LIMS. If the tracking system shows potential diversion of product, authorized personnel will initiate an investigation that will include; talking to employees on shift, assessing last login's to the system and product in question, notifying the Marijuana Control Board and reviewing video feed. (Continued on attachment...)

Describe your policies and procedures for preventing loitering:

(1) Security and staff will perform routine but unscheduled patrols to limit loitering.
(2) AK Green Labs will operate under a "no loitering" policy that limits persons from standing or waiting without purpose on the premises as accordingly under 3 AAC 306.715(c)(2). Employees will be trained on the importance of limiting loitering and taught ways to verbally remove individuals from the premises. If individuals are unwilling to leave the premises or continue to loiter in the general area, law enforcement/peace officers will be notified and employees will follow the recommendations of law enforcement. Employees will not engage in discussions with minors or other individuals outside the building about the marijuana establishment, around the establishment or to promote marijuana. The exterior building will have "No Loitering" signs placed on the front and the rear of the building.

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 are utilized for after hours 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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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:

Vivotek USA Inc FE8181/81V Fisheye Network Cameras will be installed in sample receiving, sample prepation, sample testing and waste disposal areas to ensure 360-degree coverage of the secure areas. 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. See attachment for Office Plan showing the locations of video cameras.

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:

Surveillance recording equipment and video surveillance records will be housed in a locked and 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. AK Green Labs 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 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. (Continued on attachment)

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:

The electronic video storage system at AK Green Labs 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.

Hard copies of all records in a customer case file, including documents from the analysis, will be retained onsite for a minimum of 3 (three) years. Electronic copies of the customer case file records will be saved and backed up locally, and copies will also be saved to an online storage location – in the Cloud.

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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:

AK Green Labs will use the Alaska state sanctioned inventory tracking system METRC (through Farewell) to track all of the commercial samples received and processed by AK Green Labs LLC. In addition, AK Green Labs will track samples received at the facility, and their analysis, using an internal Tracking Form and a Laboratory Information Management System (LIMS).

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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:

AK Green Labs will ensure that each licensee, employee or agent who is required or permitted to be physically present on the licensed premises at any time per 3 AAC 306.425 and 3 AAC 306.700 will obtain a marijuana handlers card as provided in 3 AAC 306.700 before being present or employed at the testing facility's licensed premises. This card must be in the person's immediate possession, or a valid copy on file on the premises at all times. Applicants must have a marijuana handler's card before accepting employment and AK Green Labs will pay for the cost of renewal while the individual is employed there.

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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:

Hazardous wastes produced at AKGL will be disposed of at the Hazardous Waste Collection Center (HWCC) located at the Anchorage Regional Landfill. Since AKGL will be producing less than 220 pounds of hazardous wastes per month, they are classified as a Conditionally Exempt Small Quantity Generator (CESQG).
The following rules apply to waste disposal at AKGL. Currently, we have four types of waste barrels (209 L drums in the sample prep room):

1. Organics wastes – including non-halogenated organic solvents;
2. Hazardous solid wastes barrel;
3. Corrosive aqueous wastes barrel; and
4. Non-hazardous aqueous wastes barrel. ..... (continued on attachment)

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

Small amounts of marijuana waste left over after the testing is completed will be disposed of by mixing it with used organic solvents that are destined for disposal at the hazardous waste landfill. Trace amounts of waste marijuana, e.g. on containers or bags, may also be mixed with non-hazardous solid waste for disposal.

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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:

Marijuana waste that is left over after a sample is analyzed, and unused portions of marijuana samples, will be mixed with waste organic solvents, making it totally unusable.

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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:

Marijuana or marijuana products transported from AKGL will be placed in a sealed container with a tamper-evident seal that indicates if the package has been opened prior to arrival at the destination. The marijuana tracking system will be used 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 time, and the make, model and license plate number of the transporting vehicle. A complete printed transport manifest on a form prescribed by the board will be kept with the marijuana or marijuana product at all times.

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

AK Green Labs LLC will secure product in locked containers with tamper resistant locks prior to leaving the licensed facility. All locked containers will be secured to vehicle interior and the product will only be removed upon arrival at a licensed facility. The tamper-evident seals will only be removed in the presence of an authorized person at the licensed facility receiving the product.

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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:

AK Green Labs will have one sign with the company name displayed on the exterior of the building, above the entrance. This sign is approximately 8ft x 3ft. Other notices, typically 8" x 10" or smaller, may also be placed on or next to the entry doors, such as: No Loitering; Must be 21yrs of Age or Older to Enter; ID Required for Entry, No Marijuana Kept on Premises, or similar.

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)	☐	☐

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

Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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

Describe how the marijuana establishment will prevent persons under the age of 21 from gaining access to any portion of the licensed premises and marijuana items:

(1) Visitors must present a valid I.D showing their age is 21 yrs or older 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.
(2) Any person without valid identification will not be allowed within the licensed premises or in any Restricted Access Areas and will be asked to leave the premises.

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.

Brian Coyle
Signature of licensee

Brian Coyle
Printed name

Subscribed and sworn to before me this 9th day of MAY, 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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(Additional Space as Needed):

See Addendum.

Addendum to Form MJ-01: Marijuana Establishment Operating Plan

Prepared by AK Green Labs LLC

May 2016

Section 2 Security

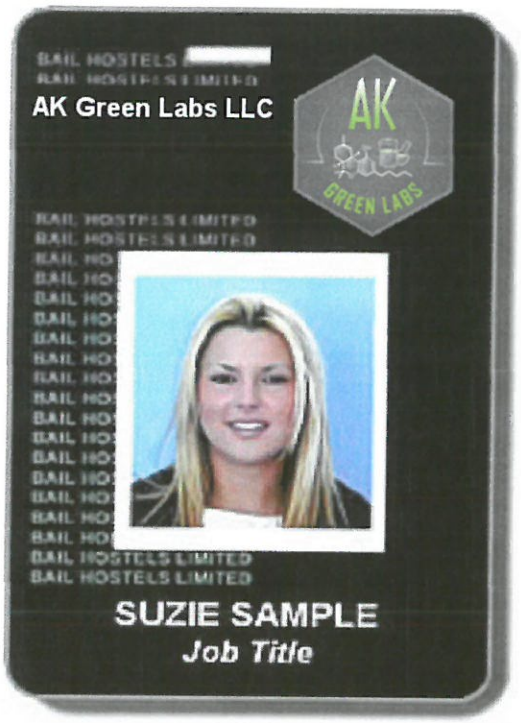
Visitor Badge example (continued from pg 2)

Visitor Log (continued from pg 3)

AKGL Restricted Access Visitors Log

Date	Time In	Time Out	ID Type	Name	Escorted By

Employee Access Badge sample (continued from pg 3)



Describe your policies and procedures for preventing diversion of marijuana or marijuana product:
(Continued from pg 5)

In addition to the above, authorized personnel will randomly check video feed for potential diversion (1x per week), will supervise all visitors, restrict access to restricted areas where marijuana or cash are present and provide information on to the consequences of breaking the policy. Consequences include notifying law enforcement, immediate termination, visitor access removal and criminal prosecution.

Office Plans - Video Surveillance (continued from pg 7)

Video Surveillance Coverage – Front Office and Laboratory

Video Surveillance Coverage – Sample Prep and Receiving

AK Green Labs
2509A Fairbanks St
Anchorage, AK

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:
(Continuation from pg 7)

.....

i. The single entry point will have Access control supported with LED (green-yellow-red) and buzzer options.
ii. Within the Security room, there will be a Vivotek USA Inc FE818/81V Fisheye Network Camera. VIVOTEK FE8181/81V are the latest fisheye fixed dome network cameras from VIVOTEK, featuring a detailed 5-Megapixel resolution sensor with superb image quality. Equipped with a fisheye lens for 180° panoramic view (wall mount) or 360° surround view (ceiling/floor/table mount) without blind spots, the cameras are able to provide coverage of wide open areas.
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.

Section 5 Waste Disposal

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:

(...continued from pg 12)

The organics wastes barrel is mainly for flammable organics. Examples of organics that should be placed in this barrel are alcohols, acetone, ketones, esters, vacuum pump oil, etc. No more than about 18L of the less flammable constituents should be placed into this barrel. Also, if a large amount (> 5 L) of an ether or a polymerizable material needs to be disposed in this barrel, please see the safety officer first.

The Hazardous solids wastes barrel is for broken glassware, paper towels used to wipe up chemicals, contaminated gloves, etc. Only trace amounts of flammable substances or toxic substances may be disposed in this barrel. This includes acetone, alcohols, N-methyl-2-pyrrolidinone, acids, aniline, amines, etc.

The aqueous wastes barrel is a barrel for any water-soluble compound or solvent. These include aniline reaction solutions, acidic or basic wastes, salts, and others. Small amounts of organic solvents/chemicals can be placed in this barrel (even solvents/chemicals that are not miscible with water), but larger amounts of flammable organics should not be placed in this barrel. Please check with the safety officer before disposing of large amounts (several liters) of very pH basic substances in this barrel.

Many aqueous wastes can be neutralized by adding sodium hydroxide and then can be disposed in the non-hazardous aqueous wastes barrel. Doing so reduces the amount of hazardous wastes produced at AKGL. Please see the safety officer if you think you will produce waste that can go in the non-hazardous barrel.

The following should not be placed into any wastes barrel at a level of more than 5 ppm: dangerous toxins, arsenic, barium, cadmium, chromium, mercury, lead, selenium, silver, copper, nickel, zinc, thallium, sulfides, cyanides, phenol and its derivatives, and PCBs. Please see the safety officer before disposing any of these at any level at all!

All sharp objects should be treated carefully. Glass can be disposed in the glass disposal boxes. Sharp objects such as razor blades or needles should be disposed of in a sharps container.

No wastes should be disposed down the sink! All glassware, etc. used for chemicals should be rinsed into rinse buckets before rinsing in the sink. A good rinse procedure for most labware is to rinse once in a primary rinse container, rinse a second time in an aqueous rinse container that is not very contaminated, and finally wash in the sink.