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

Alaska Marijuana Control Board

# Form MJ-01: Marijuana Establishment Operating Plan

**What is this form?**

An operating plan is required for all marijuana establishment license applications. Applicants should review **Title 17.38 of Alaska Statutes** and **Chapter 306 of the Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of those statutes and regulations. If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020(c).

**What must be covered in an operating plan?**

Applicants must identify how the proposed premises will comply with applicable statutes and regulations regarding the following:

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

Applicants must also complete the corresponding operating plan supplemental forms (**Form MJ-03, Form MJ-04, Form MJ-05,** or **Form MJ-06**) to meet the additional operating plan requirements for each license type.

## Section 1 – Establishment Information

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

| | | | | | |
|---|---|---|---|---|---|
| **Licensee:** | The Green Pearl, LLC | **License Number:** | 10188 | | |
| **License Type:** | Standard Cultivation Facility License | | | | |
| **Doing Business As:** | The Green Pearl, LLC | | | | |
| **Premises Address:** | 3678 S. Wolverine Dr | | | | |
| **City:** | Big Lake | **State:** | ALASKA | **ZIP:** | 99652 |

| | | | | | |
|---|---|---|---|---|---|
| **Mailing Address:** | 3678 S. Wolverine Dr. | | | | |
| **City:** | Big Lake | **State:** | ALASKA | **ZIP:** | 99652 |

| | | | |
|---|---|---|---|
| **Primary Contact:** | SANFord Bowles | | |
| **Main Phone:** | 907-892-2837 | **Cell Phone:** | 907-203-0118 |
| **Email:** | SANFordbowles@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:**

The ENTIRE property is FENCED IN. GATES ARE LOCKED CLOSED when NOT IN USE.
The CULTIVATION Building IS Secured By A LOCKED Door.
Security CAMERAS - SIGNS

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

A VISITOR MAY BE ESCORTED By AN Employee INTO RESTRICTED AREAS. ~~for~~. We will MAINTAIN A "VISITOR Log Book" AND log The NAME, purpose OF VISIT - TIME AND DATE. The VISITOR will BE ESCORTED AT ALL TIMES while IN ANY RESTRICTED AREA. The Log Book will BE MAINTAINED BY The OFFICE MANAGER ON DUTY.

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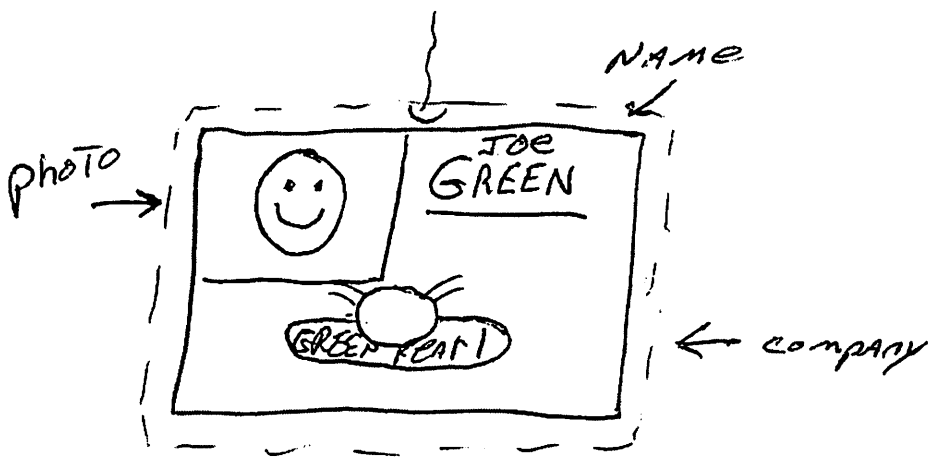
**Describe your recordkeeping of visitors who are escorted into restricted access areas:**

Visitor log Book
NAME
Time in - Time out
DATE
Purpose of Visit or Business

**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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**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:**

Adequate Lighting is installed at all entrance and exits to the building. Adequate lighting of exterior of Bldg. Additional lighting can be installed if needed.

initialed SB RL

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

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**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:**

All Doors (exterior) will have an AD Audible alarm.
All windows will have an Audible alarm.

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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:**

[redacted]

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

The ALARM SYSTEM IS EXPERTLY INSTALLED
ALL WINDOWS ARE NON-opening INDUSTRIAL WINDOWS
ALL DOORS HAVE A SOUND ALARM
GREEN PEARL WILL HAVE 24 hour EMPLOYEES ON SITE FOR SECURITY

**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:**

[redacted]

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# Form MJ-01: Marijuana Establishment Operating Plan

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

**Describe your policies and procedures for preventing loitering:**

PLACE SIGNS IN PLAIN VIEW "NO LOITERING"
The policies are NO LOITERING / NO TRESSPASSING

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**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:**

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# Form MJ-01: Marijuana Establishment Operating Plan

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

Our policy is to follow the regulations and stay in compliance. All product produced at this facility will be tested-tracked-sold in compliance. Any employee found to divert any amount of product will be terminated. Seed to sale tracking of all amounts of marijuana will be implemented per the requirements set forth by AAC 306.730.

**Describe your policies and procedures for preventing loitering:**

[redacted]

**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:**

No other devices at this time, however, further security measures such as motion detectors or a panic button can be installed if requested by the AMCO.

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# Form MJ-01: Marijuana Establishment Operating Plan

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

The site is manned 24-7 The on site manager or Employee will Respond To any Law Enforcement Agency Regarding A Breach in Security.
The Employee will contact management ASAP

**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:**

video cameras are placed at entrances
A camera is pointed directly at point of sales giving a clear image of customers faces

**Describe the locked and secure area where video surveillance recording equipment and records will be housed and stored and how you will ensure the area is accessible only to authorized personnel, law enforcement, or an agent of the board:**

The Recording Equipment is located in the managers office "Restricted Area" See attached Drawing -

| 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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# 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:**

ALL Record Keeping will Be ELECTRONICALLY Recorded AND Backed up onto AN External Hard Drive.
Other paper Files are Locked in Managers Office.
CPA - SENT A copy Routinely for Backup/updates
WE will EXERCISE Due diligence in our Record Keeping.

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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 Green Pearl tracking system will include implementation of the seed-to-sale tracking software required by and licensed by the State, as well as transportation records of any marijuana transported to or from the site for required testing, inspection or transfer to another licensed retailer or marijuana products manufacturing facility.
All scales used will be certified as accurate by the appropriate state agency responsible for certifying weights and measures.

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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:**

Any employees hired or employed by the Green Pearl will be required to complete a state-approved marijuana handlers permit course prior to working with any marijuana product. Regular re-certification and compliance will be required of all employees.

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# Form MJ-01: Marijuana Establishment Operating Plan

## Section 5 – Waste Disposal

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

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

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

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

Marijuana waste will be stored in a secure area with video surveillance we will store and manage all solid and liquid waste including waste water generated during cultivation, in compliance with Federal, State and local regulations.

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

Compostable materials including food waste, yard waste, vegetable plant waste. Vegetable based grease or oils. or other waste approved by the board.

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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:**

We will Notify the board not Later Than 3 days before making the Waste unusable.

We will Keep a record of Final destination of unusable marijuana product

We will grind up the marijuana plant waste and mix with an equal amount of other compostable or non-compostable material.

3 AAC 306.740
3 AAC 306.730

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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:**

[redacted]

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

Locked Tote Container

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# Form MJ-01: Marijuana Establishment Operating Plan

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

MARIJUANA product will be packaged and labels applied indicating our license number and name, strain tracking labels and health warnings, weight, testing info. The packaging will NOT have printed images that target individuals under the age of 21.
product will be assigned a manifest and when transported locked in a tamper proof container with proper labels.

JB (R)

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

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# 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:**

ONE Sign - with NAME AND logo - size Approx - 3' x 5'

SB (R)

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

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

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

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

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

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

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

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# 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:**

The property is fenced in and will have signs posted
The Building will have a sign posted at the entrance
stating no one under the age of 21 permitted
The Doors to the Building will be Locked at
all Times Requiring A Key To Enter.

SB (R)

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

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STATE OF ALASKA

Sanford Bowles / Roger Tischner
Printed name

Subscribed and sworn to before me this 9th day of January, 2017.

OFFICIAL SEAL
Jaime J. Estes
Notary Public-State of Alaska
My Comm. Expires 05/01/2018

Notary Public in and for the State of Alaska.

My commission expires: 05/01/2018