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:	S.H.S LLC	**License Number:**	12037		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	THE FARM				
Premises Address:	20525 Twitty Rd				
City:	Willow	**State:**	ALASKA	**ZIP:**	99688

Mailing Address:	PO Box 203282				
City:	Anchorage	**State:**	ALASKA	**ZIP:**	99520

Primary Contact:	William Stevens		
Main Phone:	907-242-9405	**Cell Phone:**	
Email:	billstevens907@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 facility will be equipped with 24 hour monitoring alarm system, exterior motion detect lighting, video surveillance, six foot security fence topped with barbed wire, and onsite caretaker during harvest. There will only be one entrance into the fenced licensed premises, and that entrance and all restricted access areas, every portion of the secured storage area, areas within 20 feet around the fenced premises, and the exterior of the premises and hoop houses will have security cameras installed to monitor and identify all activity. All members of the public who are allowed access to the facility must check in at the front entrance of the gate of the fence and obtain a visitor badge,and are to be worn and clearly displayed at all times while on the premises. All visitors must be pre approved by management (with the exception of AMCO agents and law enforcement) - there should be no un-scheduled and un-expected visitors. To maintain the security of the facility and all marijuana products, access to the facility will be monitored and restricted at all times. Access will only be granted to employees and licensees, AMCO agents, law enforcement and the limited exception of scheduled pre-approved visitors. The facility's gate will have three commercial grade lock pad locks that will remain locked even during business hours. Additionally, The Farm signage indicating that any members of the public are not allowed unescorted access will be clearly displayed on the door. The entire facility is a designated restricted access area and the entry gate will remain locked at all times and employees will be trained to always ensure the gate closed after entrance. Distinct and apparent cameras will be placed throughout and around the facility to encourage people to not attempt access.

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

The owners, manager on duty, specially-defined agents, and any emergency personnel during the time of an emergency will have unrestricted access to the entire facility. All other individuals who are permitted access to restricted areas must be accompanied by an escort at all times. All visitors will enter through the front gate after they have meet with a designated employee at the front gate, had their visit purpose verified. All visitors must provide valid government-issued identification and must be pre approved and scheduled by at least one Licensee prior to entrance. The visitor will sign into a log with the date, time in and out of the restricted space, and purpose of their visit. The log will be kept and stored as a business record and will be made available to AMCO upon request. All visitors will be given a visitor badge to be displayed on their person at all times and returned upon exit. Visitors will be escorted by an employee while in the restricted access areas, and once the visit has concluded, the visitor must leave the premises immediately.

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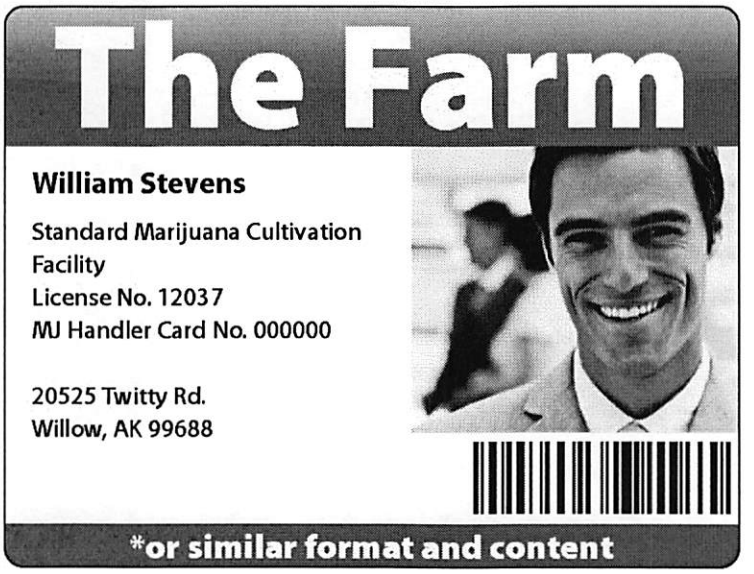
Describe your recordkeeping of visitors who are escorted into restricted access areas:

All visitors who wish to access the the Restricted Access Area must sign into a log book noting their name, date of visit, the purpose of the visit, and the time in and out of the facility. All visitors will be required to sign in, and to provide valid government issued identification. The Farm will retain the visitor log that will be available to AMCO upon request. Any additional information pertinent to the visit will also be retained as a business record (ie such as scale inspection report if its an agent from the Weights Measurement dept., etc). The records will be stored on the company's computer server, hard original copy will be stored in the secured locked office located within the fenced licensed premises. After 7 years the hard copy may be destroyed. The Farm does not intend to destroy any electronic copies.

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:

Motion lights around the hoop house area, secured storage structure, office area and on the edge of the fence will be installed. Infra-red night vision surveillance cameras will be used for all surveillance cameras on the property. Exterior lighting will positioned around the perimeter of the fence and evenly distributed throughout the property. The light fixtures will keep the premises gates and secured areas well lit. The lighting fixtures will be positioned at an inaccessible height with sturdy housings to deter vandalism and common obstructions. The bulbs will be extremely bright to maximize visibility and deter crime. The exterior lighting will be checked daily by the manager on duty to ensure that each light in the system is operational, and that each mount is positioned for optimum recording clarity and to deter unauthorized presence on the premises.

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

A third party security company will install the alarm system, a third party monitoring company will be engaged to monitor the electronic notifications in the event the alarm is triggered 24/7. The installation company will periodically come and check and maintain the equipment, employees of the Farm will be trained by security company to test the devices every six (6) months, and continuously monitor the facility to ensure the safety of the property and to detect unauthorized activity. The alarm system will be set up to monitor for intrusions with motion detectors in all areas of the fenced licensed premises during closed hours. Company education will include all alarm functions, arming and disarming the system, police response, and proper use of the system. Each morning, the on-site manager will disable the overnight alarm system and check the surveillance cameras and recordings to ensure the system is functioning as expected.

The alarm system must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe how the security alarm system meets this requirement:

Sensors will be installed and maintained on all potential entry points of the fence (which is only the front gate) office, secured storage structure to monitor for entry, intrusion, or activity when the alarm system is activated. The alarm system will be active at all times that the facility is closed, and any attempted intrusion will initiate an immediate and electronic notification to the off-site security center. Each morning, the on-site manager will disable the alarm system, and inspect the security cameras and recordings to ensure that the system is functioning as expected.

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

On-site video surveillance will continuously monitor all areas of the premises where marijuana is present, including are where marijuana is grown, processed, packaged, and stored. Marijuana will not be permitted anywhere outside of the video monitored processing (unless its during transportation) cultivating, and/or curing areas unless being transported by authorized employees with a valid transport manifest. Employees will perform mandatory inventory counts each week, check counts against Metrc records, and document the reports as official business records. The Farm will not tolerate any theft and diversion, and all employees will complete mandatory training in recognizing such activity. The Farm understands that diversion can happen in two ways - inversion and diversion - and is equally profitable diverting marijuana out of the legal system as it is diverting marijuana from the illegal system into the legal market. In the event that theft or diversion is suspected, all employees will alert management immediately. In the event that an employee is caught stealing marijuana, OR infusing the facility with non-regulated black market marijuana The Farm will notify local law enforcement immediately, comply with all directives, and provide all necessary information and records for the investigation. Ownership will take the necessary steps to ensure that illegal conduct by an employee does not compromise the facility's license and legitimate business operations. Once a theft is reported, ownership will update the records in the tracking system, as needed, to maintain an accurate and comprehensive accounting for all marijuana and inventory. Ownership will comply with all inquiries and investigations lodged by AMCO as a result. Documentation related to marijuana theft will be maintained as a business record for five (5) years and made available to AMCO upon request. Video recordings will be stored for forty (40) days. Cameras will be provide a full view of the grow areas, entryway, safes, money counting areas, and marijuana packaging areas. Security monitors and video recording equipment will be located in the office .

Describe your policies and procedures for preventing loitering:

The Farm will have a "No Loitering" sign clearly posted on the exterior of their facility. If an employee suspects that a person is loitering outside the fenced license premises, they will be given a verbal warning that law enforcement will be notified and asked to leave the premises by a company agent. Agents will maintain a regular periodic check around the property to deter any unauthorized entrance into the gated area.

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:

Motion detectors will be rigged to the exterior lighting system, in addition to the stationary lights, to allow for additional security measures during closed hours and provide extra lighting for all surveillance recordings. The alarm system will monitor for intrusions with motion detectors on all access points, including entry gate to the licensed facility, office, and secured storage structure during closed hours. Any unauthorized or attempted intrusion will prompt an automatic, electronic alert to the security company who will then contact local law enforcement and ownership. All alarm systems and devices will be tested every six (6) months.

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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:

During emergencies, management will evacuate the building and agents of the company will await the arrival of local emergency officials in a safe and accessible location. All visitors present on the premises will be escorted immediately to the nearest exit in a safe and organized manner. When any dangerous, threatening, or unauthorized activity is reported to local law enforcement, employees will comply with directives and remain in a safe location while the incident is addressed. After the emergency is resolved, employees will look for property damage, verify cash and inventory, and submit all necessary documentation to law enforcement officials for a police report. Surveillance footage will be downloaded and submitted to police officials to aid in their investigation, and authorized officials will be given direct phone numbers to ownership and agents to ensure a good working relationship.

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:

Surveillance cameras will be positioned along the fenced facility with infra-red night vision capability and checked regularly
to prevent obstructions and to get the best facial image of anyone within twenty (20) feet of all access points. Video surveillance cameras will be placed strategically to record all areas of the facility inside and outside, at a variety of angles. All office and secured storage structure doors, cultivation areas, processing and trimming will have video coverage to clearly identify the faces of those present. Cameras at the external corners of the fenced facility will record activity on each side of the fenced premises. A failure notification system will be installed to provide audible and visual notification of any failure in the surveillance system so that it can be immediately resolved. During a power outage all video cameras and recording equipment will be run on emergency power with a battery backup system to ensure that they can continue to operate for at least one (1) hour.

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

All surveillance recording equipment and footage will be stored in the office with hard drive backups on site and off site - every six months the desktop will be backed up to the off and on site external hard drive.
The office room will be accessible only by authorized agents (licensees and designated managers). There will be tan electronic key pad lock, alarm sensor (which is always on even during hours of operation) that will need to be unlocked and de-armed before gaining entry. Licensees will have access to surveillance recordings to monitor operations virtually (via their smart phones) so that they can periodically view the operations of the Farm if they are not physically present. The security system will be password protected to prevent any data tampering, and recorded data will be stored for a minimum of forty (40) days as an official business record. All surveillance footage will accessible for upload to a separate hard drive in the event that it must be stored longer for criminal, civil, or administrative investigations. All recordings will be time and date
stamped, and archived in a format that prevents alteration of the recorded image. Recordings and surveillance data will be available to AMCO and local law enforcement upon request.

Location of Surveillance Equipment and Video Surveillance Records:	Yes	No
Surveillance room or area is clearly defined on the premises diagram	☑	☐
Surveillance recording equipment and video surveillance records are housed in a designated, locked, and secure area or in a lock box, cabinet, closet or other secure area	☑	☐
Surveillance recording equipment access is limited to a marijuana establishment licensee or authorized employee, and to law enforcement personnel including an agent of the board	☑	☐
Video surveillance records are stored off-site	☐	☑

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Business Records (3 AAC 306.755):

All licensed marijuana establishments must maintain, in a format that is readily understood by a reasonably prudent business person, certain business records. Applicants should be able to answer "Yes" to all items below.

Business Records Maintained and Kept on the Licensed Premises:	Yes	No
All books and records necessary to fully account for each business transaction conducted under its license for the current year and three preceding calendar years; records for the last six months are maintained on the marijuana establishment's licensed premises; older records may be archived on or off-premises	☑	☐
A current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment	☑	☐
The business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises	☑	☐
Records related to advertising and marketing	☑	☐
A current diagram of the licensed premises including each restricted access area	☑	☐
A log recording the name, and date and time of entry of each visitor permitted into a restricted access area	☑	☐
All records normally retained for tax purposes	☑	☐
Accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed	☑	☐
Transportation records for marijuana and marijuana product as required under 3 AAC 306.750(f)	☑	☐

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

All business records, including operational and regulatory documents, recordings, surveillance, financial books, inventory and employment records, logs, manifests, and communications, will be stored on-site in the office, and backed up on an off-site external hard drive to protect from loss and destruction and to allow ownership and designated authorities access at any time. Hard copies (if original hard copied needed to be kept in addition to electronic versions such as Visitors Logs) will be kept in the designated secured storage area, in a separate locked cabinet that is accessible only to licensees. Facility records will be managed by authorized agents in accordance with standard retention policies to ensure that business records are stored in a consistent and searchable manner. Every 6 months the company will do a manual backup to an external hard drive. The hard drive will be locked in the record cabinet located in the office. Hard copies of documents will be kept for at least 7 (seven) years and the company has no intention of destroying any electronic copies of the business records.

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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:

The Farm has digital Internet, onsite desk top computer, and will use the Metrc inventory tracking system to increase product security, track the movement of products, and minimize diversion and illegal practices. Data will be recorded at: (1) delivery; (2) sale, sample, and transport; and (3) disposal, destruction, and if any theft shall occur. The facility will assign a tracking number to each batch and record the tracking information in Metrc. All employees will be trained to use the system to ensure that: (1) all marijuana prepared and packaged is identified and tracked through its sale, transfer, or destruction; (2) all establishments transacting to purchase or receive marijuana products are licensed; and (3) any loss or theft of marijuana products is reported immediately. Employees will record sales, testing, and transportation arrangements in the system, and generate a transport manifest to accompany products in transit. Marijuana used for samples will be recorded as such, including: (1) the amount of each sample; (2) the facility that received the sample; and (3) the disposal of any expired or outdated promotional sample returned to the facility. Products marked for disposal will be first notified to AMCO enforcement three (3) days before disposal and recorded in Metrc to record the disposal action, and any destruction, loss, or theft of marijuana will be immediately reported in Metrc to notify AMCO, in addition to reporting to local authorities.

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Section 4 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700, and identify how the proposed establishment will meet the listed requirements.

A marijuana establishment and each licensee, employee, or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

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

Marijuana Hander Permit:	Yes	No
Each licensee, employee, or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at the marijuana establishment	☑	☐
Each licensee, employee, or agent who is required to have a marijuana handler permit shall keep that person's marijuana handler permit card in that person's immediate possession (or a valid copy on file on the premises of a retail marijuana store, marijuana cultivation facility, or marijuana product manufacturing facility) when on the licensed premises	☑	☐
Each licensee, employee, or agent who is required to have a marijuana handler permit shall ensure that that person's marijuana handler permit card is valid and has not expired	☑	☐

Describe how your establishment will meet the requirements for employee qualifications and training:

Qualified agents will be given all necessary education and training upon hiring to be proficient in their jobs, as well as a three (3) month probationary period during which time they will receive training and evaluation. All qualified employees and agents must obtain their marijuana handler permit prior to employment per 3 AAC 306.700. Employees will be trained in handling of marijuana and sanitary procedures to ensure the marijuana is kept free from filth and germs. Each employee will be provided with any written materials generated by the company regarding procedures and State Laws and Regulations.

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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:

The company has a disposal plan for marijuana waste that does not meet state testing requirements or the company's internal quality standards for any reason. Marijuana waste will be stored away from all other marijuana in a locked container inside the facility, and will be rendered unusable prior to leaving the facility for disposal. Management will maintain a log on the status of all marijuana waste, tracking the type of waste, the date of the disposal, the date it was rendered unusable, and the date that it was transported to the waste station and by whom made the transport (any transport will be done by a cultivation employee/agent with a valid MJ handler card) The Farm will be disposing of: (1) marijuana that is identified as contaminated, infected or is otherwise rejected for quality or fails to meet quality testing; (2) all packaging, labeling, containers, or other related materials which arrive at the facility with marijuana that has been disqualified for quality; (3) expired marijuana and (4) any other materials or containers in contact with marijuana that risk contamination. Marijuana waste will be stored away from all other marijuana in a locked container inside the facility, and will be rendered unusable prior to leaving the facility for disposal. Marijuana waste will be rendered unusable by grinding or mixing the materials with other compostable and non-compostable material until the resulting mixture is no more than fifty percent (50%) marijuana waste. Management will maintain a log on the status of all marijuana waste, tracking the type, date of disposal, date it was rendered unusable, and date that it was picked up by the disposal company. The final mixture will be securely stored in locked containers located inside the premises with locks in compliance with the highest UL standards.

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

Marijuana waste will be ground up with other compostable food waste, yard waste, vegetable oils, or with non-food paper waste after giving AMCO at least three (3) days notice to AMCO enforcement via email and recorded in Metrc.

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Marijuana waste must be rendered unusable for any purpose for which it was grown or produced before it leaves the marijuana establishment. Describe the process or processes that you will use to make the marijuana plant waste unusable:

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

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Section 6 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750, and identify how the proposed establishment will meet the listed requirements.

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

Marijuana Transportation:	Yes	No
The marijuana establishment from which a shipment of marijuana or marijuana product originates will ensure that any individual transporting marijuana shall have a marijuana handler permit required under 3 AAC 306.700	☑	☐
The marijuana establishment that originates the transport of any marijuana or marijuana product will use the marijuana inventory tracking system to record the type, amount, and weight of marijuana or marijuana product being transported, the name of the transporter, the time of departure and expected delivery, and the make, model, and license plate number of the transporting vehicle	☑	☐
The marijuana establishment that originates the transport of any marijuana or marijuana product will ensure that a complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times during transport	☑	☐
During transport, any marijuana or marijuana product will be in a sealed package or container in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product, and the sealed package will not be opened during transport	☑	☐
Any vehicle transporting marijuana or marijuana product will travel directly from the shipping marijuana establishment to the receiving marijuana establishment, and will not make any unnecessary stops in between except to deliver or pick up marijuana or marijuana product at any other licensed marijuana establishment	☑	☐
When the marijuana establishment receives marijuana or marijuana product from another licensed marijuana establishment, the recipient of the shipment will use the marijuana inventory tracking system to report the type, amount, and weight of marijuana or marijuana product received	☑	☐
The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest	☑	☐

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Form MJ-01: Marijuana Establishment Operating Plan

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

For all transports of marijuana the establishment will create a Metrc generated Trip Manifest. All Trip Manifests will be sent with the marijuana, and an additional copy will be stored and filed on the premises as official business records. The Manifest documents will clearly have the strain name, type of product, batch number, weight, name of the transporter and handlers ID, time of departure and expected delivery, and the make, model, and license plate of the transporting vehicle. All marijuana will be in a sealed package or container not exceeding more than five (5) pounds and then stored in a locked storage compartment within the transport vehicle. The Farm will also package marijuana into joints to be sold to retail stores. The transport vehicle will travel directly between destinations without making any unnecessary stops and at no time during transit will marijuana be directly visible. All marijuana packaging will have a label stating that a licensed testing facility has tested each batch in the shipment. All packaging materials that will be sold to marijuana establishments for sale to consumers will be child-proof and unappealing to children. All packaging done at the facility will be performed in a specific 24 hour surveillance monitored area and will then be packaged in a uniform matter with labels secure and clearly displayed. Packaged marijuana will be stored in a secured area until ready for display or transport, and will be inspected, accepted or rejected, and recorded in an official log. The company will check all packages to make sure that they will keep all marijuana from contamination and will check to make sure that the packages will not impart any toxic or deleterious substance to marijuana. The Farm will use certified scales in compliance with the Alaska Weights and Measures Act, and will maintain registration and inspection reports at the facility which are available to AMCO at its request. All usable marijuana sold to any marijuana establishment will be labeled with the following information: (1) the name and license number of the cultivation facility; (2) the date the marijuana was harvested; (3) the harvest batch number assigned to the marijuana; (4) the date the marijuana was packaged; (5) the net weight and the quantity of usable marijuana packaged in a standard of measure compatible with the inventory tracking system; (6) a complete list of all pesticides, fungicides, and herbicides used in the cultivation and preparation of the marijuana; and (7) the date of expiration if perishable; (8) testing results & date tested; and (9) required warnings (if packaged for retail sale). A label must be affixed to all shipping containers showing that a licensed marijuana testing facility has tested each harvest batch in the shipment . The label will list: (1) the date of final testing; (2) the cannabinoid potency profile, expressed as a range of percentages (3) a statement listing the results of microbial testing; (4) a statement listing the results of residual solvent testing, as applicable; and (5) a statement listing the contaminants for which the marijuana was tested, including molds, mildew, filth, herbicides, pecticides. fungicides, and harmful chemicals.

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

Any vehicle transporting marijuana will be unmarked and inconspicuous. Vehicles that will be used for transportation of marijuana samples will contain a secure and sanitary area affixed to the inside of the transportation vehicle that will lock and will ensure the marijuana. Can not be seen by anyone from outside of the transportation vehicle. The secure storage area within the transportation vehicle will be sanitized before and after each use. All employees will be trained and will understand that under no circumstances shall a sealed package containing marijuana be opened during transportation and that the most direct route of transport must be adhered to unless there is an emergency justifying diversion from that route. In the case of an emergency, AMCO will be altered of the alternate route and reason for the diversion from the original trip manifest route. The vehicle storage box will be a large industrial container mounted and secured within the vehicle, accessible by a combination or key lock. The structure will be a large capacity heavy duty storage box that is lockable and equipped with wheels.

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

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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:

There will be no signs with the business name on it visible to the general public - only sign identifying the property will be a visible address sign so AMCO agents and local law enforcement can easily find the property. The facility will display all required postings around and within the facility, and maintain the visibility and quality of such signs with up to date information, including: (1) operating hours, (2) certificate of occupancy (if needed), (3) the State of Alaska marijuana establishment license certificate (to be displayed prominently), (4) approval to operate the facility, (5) "No Loitering" sign on the fence, (6) "Surveillance Cameras In Use" signs, (7) "Restricted Access" signs, and (8) any required postings by the local jurisdiction such as Exit and Fire Extinguisher signs in enclosed areas.

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

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

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

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

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

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

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

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

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

The entire licensed premises is enclosed in a six foot fence that is topped with barbed wire. At no time will a person under the age of twenty one (21) be permitted to remain on the premises. All entrants must be pre approved by owners or a designated manager (other than AMCO enforcement and/or local law enforcement agents). If pre approved and previously scheduled, visitors will be directed to enter through the front gate entrance where they will check in for age verification by an employee. A sign will be posted on both the front entrance of that gate that states "No one under 21 years of age permitted" and "Restricted Access". At check in, visitors will be required to present valid government-issued photo identification showing that they are twenty one (21) years of age or older. A valid form will include: (1) an unexpired, unaltered passport; (2) an unexpired, unaltered driver's license; instruction permit, or identification card of any state or territory of the United States, the District of Columbia, or a province of Canada; and (3) an identification card issued by a federal or state agency authorized to issue a driver's license or identification card. The Farm will refuse entrance to all persons who fail to produce valid photo identification, regardless of how old they appear or how familiar they are with the visitor. If at any time an employee suspects that a visitor is under twenty one (21), the employee will refuse access and have the individual escorted off the premises. Employees will be trained to spot inconsistencies and signs of forgery in IDs.

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

William H Stevens
Printed name

Subscribed and sworn to before me this 15th day of Feb, 2017.

CHARLEMAGNE ESTIOKO NOTARY PUBLIC STATE OF ALASKA

Notary Public in and for the State of Alaska.

My commission expires: Nov 25, 2017

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(Additional Space as Needed):