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

Operating Plan Supplemental

Form MJ-03: Retail Marijuana Store

What is this form?

This operating plan supplemental form is required for all applicants seeking a retail marijuana store license and must accompany the **Marijuana Establishment Operating Plan (Form MJ-01)**, per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 3** of the **Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of those 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 and 3 AAC 306.315(2).

What additional information is required for retail stores?

Applicants must identify how the proposed establishment will comply with applicable regulations regarding the following:

- Prohibitions
- On-site consumption
- Displays and sales
- Exit packaging and labeling
- Security

This form must be submitted to AMCO's main office before any retail marijuana store license application will be considered complete.

Section 1 – Establishment Information

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

Licensee:	Broken Dirt, LLC	**License Number:**	11638		
License Type:	Retail Marijuana Store				
Doing Business As:	Catalyst Cannabis Company				
Premises Address:	9900 Old Seward Highway, #4				
City:	Anchorage	**State:**	ALASKA	**ZIP:**	99515

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Section 2 – Prohibitions

Applicants should review 3 AAC 306.310 and be able to answer "Agree" to all items below.

The retail marijuana store will not:	Agree	Disagree
Sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product in a quantity exceeding the limit set out in 3 AAC 306.355	☑	☐
Sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet	☑	☐
Offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample	☑	☐
Offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation	☑	☐
Allow a person to consume marijuana or a marijuana product on the licensed premises, except as provided in 3 AAC 306.305(a)(4)	☑	☐

Describe how you will ensure that the retail marijuana store will not sell, give, distribute, or deliver marijuana or marijuana product to a person who is under the influence of an alcoholic beverage, inhalant, or controlled substance:

Catalyst Cannabis Company's approach to ensure marijuana or marijuana product are not distributed to a person who is under the influence of an alcoholic beverage, inhalant, or controlled substance starts with education and training. All employees will be required to pass a marijuana handler's course and receive a marijuana handler card before starting employment with Catalyst. Additionally, employees will receive training that will describe in depth our security protocols, and our security operating procedures. Employees will receive handbooks and other written or down-loadable resources specific to their position which include ways to identify impaired individuals and the steps to take once an impaired person is suspected or recognized.

All customers entering in to our Retail Store will have interactions with at least two people. This not only gives a very personal, one on one experience it also allows Catalyst employees to recognize and evaluate any abnormal behaviors such as impairment. Once a customer enters through the main entrance they will be greeted by the receptionist in our lobby. The receptionist will check approved government issued IDs and visually assess customers for signs of impairment. Customers will then be escorted by a budtender or another Catalyst employee to the retail floor. The retail floor is connected to the lobby through a secure door that can only be opened by Catalyst employees. If the receptionist suspects or identifies that a person is under the influence an alcoholic beverage, inhalant, or controlled substance, they will ask the person to leave the premises and the on duty Retail Manager will be notified immediately. If a retail budtender recognizes visual signs of impairment they will also be instructed to ask the customer to leave and will escort them out through the secured door on the retail floor and out of the building, and the retail manager on duty will be notified immediately.

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Section 3 – On-site Consumption

	Yes	No
Do you plan to request approval of the board with your initial application to permit consumption of marijuana or marijuana product in a designated area on the proposed premises?	☐	☑

If "Yes", describe how you ensure that only marijuana or marijuana products that were purchased at your proposed premises are being consumed, per 3 AAC 306.305(a)(4):

Section 4 – Displays and Sales

Describe how marijuana and marijuana products at the retail marijuana store will be displayed and sold:

Marijuana and Marijuana products will be only accessible by Catalyst Cannabis Company employees. Products will be displayed in secured, locking cases. All point of sale areas and product display cases will be under video surveillance. Product located in the display cases will be moved nightly at closing into secured product storage. The product will be taken out of secured product storage and placed into retail display cases prior to opening each morning. All products will be labeled and packaged in according to AAC 306.345, 306.470, 306.475, 306.565 and 306.570.

Customers will have the option to either purchase pre-weighed marijuana in labeled containers or purchase marijuana deli style. Prepacked marijuana will be in secured cabinets only accessible by Catalyst employees. Deli style containers will be on display and only accessible by Catalyst employees. Deli style orders will be weighed on a certified scale before transferring to a labeled container. Each budtender station will have a POS terminal.

All marijuana and marijuana products will leave the store in opaque, re-sealable, and child resistant packaging.

Edibles or other products requiring refrigeration will be on display in refrigerators behind the service counter only accessible by Catalyst employees.

Budtenders will ensure each customer leaves with compliant packaged goods and labels describing items purchased.

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Section 5 – Exit Packaging and Labeling

Review the requirements under 3 AAC 306.345, and identify how the proposed establishment will meet the listed requirements.

Describe how the retail marijuana store will ensure that marijuana and marijuana products sold on its licensed premises will meet the packaging and labeling requirements set forth in 3 AAC 306.345(a):

Each package of marijuana or marijuana product sold at Catalyst Cannabis Company's Retail Store will contain the following:
• A label identifying Catalyst Cannabis Company as the retail marijuana store selling the marijuana product by our name or logo and our marijuana establishment license number
• total estimated amount of THC in the labeled product
• and contain the following statements:
"Marijuana has intoxicating effects and may be habit forming and addictive."
"Marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence."
"There are health risks associated with consumption of marijuana."
"For use only by adults twenty-one and older. Keep out of the reach of children."
"Marijuana should not be used by women who are pregnant or breast feeding."
When receiving marijuana from cultivators, Catalyst employees will inspect the order and the transport manifest. A Catalyst employee will ensure the packages are not over 1 ounce if prepacked and not in lots over 5 pounds if packaged for wholesale. Packages received from manufacturers will not exceed 5mg of THC per serving and will not exceed 10 servings per package. The employee checking in the order will verify none of the packaging has printed images, including cartoon characters, that specifically target persons under 21 years of age. Additionally, the packaging will be inspected to verify the product is protected from contamination and may not impart any toxic or damaging substance to the marijuana. All product arriving at the Retail Store will be in sealed, tamper-evident shipping container.

*continued on page 4A

Provide a sample label that the retail marijuana store will use to meet the labeling requirements under 3 AAC 306.645(b):

CATALYST
CANNABIS CO.

License 11638
___% THC
Net Weight ___ grams

Marijuana has intoxicating effects and may be habit forming and addictive. Marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence. There are health risks associated with consumption of marijuana. For use only by adults twenty-one and older. Keep out of the reach of children. Marijuana should not be used by women who are pregnant or breast feeding.

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(Additional Space as Needed):

page 4A

When receiving a wholesale order from a cultivation Catalyst employees will verify that there is documentation provided by the cultivator containing:
• each soil amendment, fertilizer, and other crop production aid applied to the growing medium or marijuana plant included in the batch, including any pesticide, herbicide, or fungicide that was used
• the name of the licensed marijuana testing facility that performed any required laboratory test and the results of each required laboratory test.
Catalyst employees will verify that the labels on the shipping container indicate a licensed marijuana testing facility has tested each harvest batch in the shipment as provided in 3 AAC 306.645. The label must report the test results, including:
• a cannabinoid potency profile expressed as a range of percentages that extends from the lowest percentage to highest percentage of concentration for each cannabinoid listed from every test conducted on that strain of marijuana from the same marijuana cultivation facility within the last three months
• a statement listing the results of microbial testing required under 3 AAC 306.645(b)(2)
• a statement listing the results of residual solvent testing required under 3 AAC 306.645(b)(3), if applicable
• a statement listing any contaminants for which the product was tested in addition to contaminants for which 3 AAC 306.645(b) requires testing; any additional tested contaminants include molds, mildew, and filth; herbicides, pesticides, and fungicides; and harmful chemicals.

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Section 6 – Security

Identification Requirement to Prevent Sale to Person Under 21 (3 AAC 306.350):

Describe the retail marijuana store's procedures for ensuring a form of valid photographic identification has been produced before selling marijuana or marijuana product to a person, per 3 AAC 306.350(a):

Customers will be politely asked for their government issued ID when checking in with the Catalyst Cannabis Company receptionists. All customers entering Catalyst Cannabis Company's Retail Store must be at least 21 years old.
Forms of valid identification include:
• An unexpired, unaltered passport
• An unexpired, unaltered driver's license, instruction permit, or identification of any state or territory of the United States, the District of Columbia, or a province or territory of Canada
• An identification issued by a federal or state agency authorized to issue a driver's license or identification card

Receptionists will verify the authenticity of the ID by checking for alterations and by establishing ID ownership. This can be done by:
• Asking a question related to ID information, i.e. "How is the weather in [State of issued ID]?"
• Asking the prospective customer to verify the signature on the ID

All Catalyst employees will be instructed to confiscate fake or fraudulent IDs. If an ID is to be confiscated, Catalyst employees will remain calm and polite and it will be turned in to the police within 72 hours.

Before initiating any sale, budtenders will ask the customer for their ID a second time as a redundant security measure.

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

Willi Schneider
Printed name

Subscribed and sworn to before me this 29th day of December, 2016.

MILAGROS I. CASTIGLIONE NOTARY PUBLIC STATE OF ALASKA My Commission Expires 6/16/18

Notary Public in and for the State of Alaska.

My commission expires: 6/16/18