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:	Pharma Initiative LLC	**License Number:**	14245		
License Type:	Limited Marijuana Cultivation Facility				
Doing Business As:	Pharma Initiative LLC				
Premises Address:	4315 E Dimond Way				
City:	Wasilla	**State:**	ALASKA	**ZIP:**	99654

Mailing Address:	4315 E Dimond Way				
City:	Wasilla	**State:**	ALASKA	**ZIP:**	99654

Primary Contact:	David Huskey		
Main Phone:	(907)764-2011	**Cell Phone:**	(907)764-2011
Email:	dhuskey25@gmail.com		

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14245

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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:

Unescorted Visitors will not be allowed in the Marijuana cultivation facility. The facility is located on private property No trespassing and Property under video surveillance signs are posted at entrance to property and on facility. The main entrance to facility is marked Restricted Access Visitors must be escorted. The facility will remain locked at all times. Visitors will be limited to perspective retail clients or other individuals necessary to conduct business.

DEH

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

There is a limit of no more than five visitors per licensee, employee, or agent of the licensee per 3 AAC 306.710, before being allowed into the restricted access areas, each visitor will produce a valid form of photographic identification in the form of an unexpired, unaltered passport, an unexpired driver's license, instruction permit, or identification card of any state or territory of the United States, District of Columbia, or a province or territory of Canada or an Identification card issued by a federal or state agency authorized to issue a driver's license or identification card. Pharma Initiative will have a badge form that must be completed that includes the visitors name, address, phone number, date and time of entry and scanned photo before allowed into the restricted access area. The visitor will wear a visitor identification badge with a current photo while in the restricted areas. Each visitor will be within sight and sound of the person designated as escort.

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

All visitors fill out badge form to include- name , address, phone number, date and time of entry and a photo copy current picture. a copy will be placed into visitor badge another copy will be placed into business records under visitors tab- a visitor log book for all visitors will also be filled out prior to entry to restricted access areas- the log book entries will be placed visitors tab in business records and will be maintained for four years

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

Badges will be worn at all times
no exceptions
badges will clip to clothing

Front of Badge

EMPLOYEE
First and las Name
Handlers card #

Employee's
Picture

Back of Badge

Handlers card will fit in
back of Badge

Front

ESCORT REQUIRED
VISITOR
First and last name
Date and time of access
Escort's First and last name
Employee signature

Picture
of
Visitor

Back

Copy of Identification
used, Drivers license,
state id etc.

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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:

There are 4 flood lights on front of building that illuminate entrances and parking area, there is also 2 recessed lights above front entrance, and an LED flood light on the left side of building. illumination is provided continuously at all hours of darkness or reduced visibility. In additions all security cameras on the outside and inside of the facility are high quality infrared and record clear images regardless of the amount of light.

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

Simply Safe Alarm system - 24 hr monitoring automatic report to company and police when a breach is detected- as well as 4 cameras on outside of building and 4 inside cameras. motion sensors, glass break sensors, and door sensors system includes an audible siren.

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:

Every exterior door and window will have its own sensor as well as interior motion sensors. when activated for close of business system is monitored 24 hrs a day by a security company.

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

Except for those deemed necessary we will not allow visitors to the facility. restricted access areas to remain locked at all times. all marijuana cultivation activities will be under 24hr a day video surveillance. no one except employees will have direct contact with marijuana.visitors to the facility will not be allowed contact with marijuana. All marijuana material will be accounted for in inventory log book prior to leaving the facility for the night all marijuana products/material will be inventoried and log book will be checked to ensure that nothing is missing or removed on a daily basis.

DEH

Describe your policies and procedures for preventing loitering:

Private property and Property is marked with no trespassing signs. any one coming onto property will be asked to leave failing to comply with no trespassing signs and request to leave we will immediately notify the police to have them removed from property.

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:

All windows, doors , and interior rooms will have motion detectors as well as the driveway to facility. if sensors are triggered during the day operating hours- a text message alert will be sent automatically to licensee's. cameras are positioned to see every door , restricted access , and driveway of facility.

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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:

If the alarm system is triggered owners will be alerted by text and phone call as well as police, owners/employees will call police department and verify they are aware of the situation cameras will be monitored remotely via smart phone/ computer and all information will be relayed to responding law enforcement.

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:

both corners of the front of building have cameras angled to see main entrance door anyone approaching main door from any angle can clearly be seen and recorded 20 + feet of entrance

A camera is placed on building that shows clear recording of anyone walking or driving into driveway of facility- there is a camera in left upper corner inside building that clearly sees anyone entering door- and also records restricted access grow room door, computer and file storage room, grow room restricted access area has 3 cameras right corner facing towards left side of room and gives clear view of anyone entering room. camera in the left upper corner of room angles towards the right side of room and door anyone entering is clearly visible by this camera. third camera is above the entrance and faces out towards the room to provide clear video surveillance of any activities in area. The computer room / file storage room will have a camera in the back right corner that aims over room and door anyone entering through the door will be clearly visible and recorded. all activities in room are cleary visible to security camera.

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 video surveillance room / Computer room/ File storage is secured with a steel door with commerical grade lock. Only the owner or designated employee will have key to room. No visitors will be allowed access to this room only law enforcement, agent of the board, or authorized personnel.

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 maintaining all required records. Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

All records are stored in secure restricted access room. No one is allowed access to room other than Owner, authorized employee, agent of the board or law enforcement. all records will be scanned and stored in a cloud based secured server. due dilligence in protecting and preserving files will be to restrict access to room and files.
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; 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

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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:

We will be using the Board implemented Marijuana tracking and control system METRC

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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:

we will require all licensees, employees, agents, and anyone that cultivates, sells, transports, or checks ID of visitors to the premises to have completed and obtained a marijuana handlers permit in compliance with 3 AAC 306.700 and be trained in the requirements of AS 17.38. A list of approved course providers and a copy of 3 AAC 306.700 of how to obtain their certificate will be supplies to the individual. we will ensure that everyone at facility wear a badge with their handlers permit on their person at all times when within the facility , on the premises, or transporting marijuana or marijuana products. Handlers permits will be copied and placed in personel file. Name of each employee, licensee, agent, or owner will be placed on a white board inside the secure surveillance room with the expiration date of handlers permit.

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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:

Three days prior to disposing of our marijuana waste, both plant waste including roots, stalks, leaves, and stems and expired or returned marijuana samples, We will notify the state in writing/email in compliance with 3 AAC 306.740. Waste disposal will be conducted in a restricted access area and in full view of camera surveillance. We will makes the plant waste unusable by grinding/finely chopping it and mixing it with at least an equal part of compostable material depsiting it into a compost bin near the building. Liquid waste from our hydroponics system will be recycled for use in garden as there will be no harmful chemicals used at our facilitiy.

DEH

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

Fruit and vegetable trimmings
eggshells
coffee grounds and filters
tea bags
nut shells
shredded newspaper, cardboard and paper
grass and yard clippings
houseplants
hay,straw, wood chips
leaves
sawdust
fireplace ashes
manure
These are some of the suggested items on the United States Environmental Protection Agency web site.

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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:

Waste will be ground/finely chopped and mixed with equal part of compostable material/animal waste to ensure waste is unusable for originaly grown purpose. and will be composted for use in gardens.

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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:

Marijuana bud and flower will be packaged for wholesale in sealed packages not to exceed 5 pounds for re-packaging by retail facility or in a package not to exceed one ounce for resale to a consumer without additional handling by a marijuana retail store. wholesale packages not to exceed five pounds may be labeled as to whether contents are a single strain or a mixture of strains and sold to a manufacturing facility. the packaging will not have any printed images, including cartoon characters that specifically target individuals under the age of 21. the food grade packaging will protect the product from contamination and will not impart toxic or damaging substance to the marijuana. each package prepared in compliance with 3 AAC 306.470 will be identified by a tracking label generated by METRC, the states inventory tracking system. The labeled package will then be placed in a sealed tamper-evident shipping container labeled in compliance with 3 AAC 306.475. Attached to the container will be a manifect from our inventory tracking system and will remain with the marijuana at all times. a copy of the manifest will be given to the licensed establishment that receives the shipment. the sealed container will then be placed into the locked storage compartment attached to the transport vehicle.

DEM

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

we will be using a locked, water proof, fire proof Safe that will be mounted to the inside of transport vehicle trunk space that will be locked also.

Sample Label with Logo

PHARMA INITIATIVE

Cultivator: Pharma Initiative LLC | Cannabinoid Profile:
License # 34245 | Total THC
HB# | THC
METRC # | THC-A
Strain: | Total CBD
Fungicides, Herbicides, Pesticides: None | CBC
Retailer: Lic # | CBD-A

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 the influence. There are health risks associated with consumption of marijuana. For use only by adults twenty-one and older. Keep out of reach of children. Marijuana should not be used by women who are pregnant or breast feeding.

Produced by: Pharma Initiative LLC
Wasilla, AK 99654

DEM

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PHARMA INITIATIVE

Cultivator: Pharma Initiative LLC

License # 14245

HB#

METRC #

Strain:

Fungicides,Herbicides,Pesticides: None

Retailer: Lic #

Cannabinoid Profile:

Total THC

THC

THC-A

Total CBD

CBG

CBG-A

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Produced by: Pharma Initiative LLC

Wasilla, AK 99654

Received by AMCO 12.08.17

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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:

We will place one sign on the front door of facility it is 24 inches by 24 inches Pharma Initiative LLC logo / business name. The sign is not visible to the public or from any roadways.

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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Form MJ-01: Marijuana Establishment Operating Plan

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

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

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ALCOHOL MARIJUANA CONTROL OFFICE
STATE OF ALASKA

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:

The facillity will be locked and access will be restricted at all times. all visitors to the facility will be met outside of facility and signed in. All visitors to the property will have ID's checked by a qualified employee that has gone through training on checking ID's. The only way to enter the licensed premises is through a locked door. no one will be allowed entrance without an acceptable form of identification and filling out visitor paperwork and escorted by an employee.

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

David Huskey
Printed name

Subscribed and sworn to before me this 1 day of September, 2017.

Notary Public in and for the State of Alaska.

My commission expires: February 2, 2021

GISELA VELADOR NOTARY PUBLIC MY COMM. EXPIRES FEBRUARY 02, 2021 STATE OF ALASKA

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ALCOHOL MARIJUANA CONTROL OFFICE
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