



THE STATE  
*of* **ALASKA**  
GOVERNOR BILL WALKER

**Department of Commerce, Community,  
and Economic Development**

ALCOHOL AND MARIJUANA CONTROL OFFICE

550 West 7th Ave, Suite 1600  
Anchorage, AK 99501  
Main: 907.269.0350

**MEMORANDUM**

TO: Chair Springer and Members of the  
Marijuana Control Board

DATE: April 4, 2018

FROM: Erika McConnell, Director

RE: The New Frontier Research #12657  
Testing Facility

On February 20, 2018, the licensee requested that they be allowed to begin operating to provide potency and microbial testing but postpone providing residual solvent testing.

I required the licensee to file an MJ-015 operating plan change, so that they could operate in a manner consistent with what was approved by the board, and I gave temporary approval to the operating plan change with the authority delegated to me by the board. The licensee began operating in mid-March.

Attachments: Email request  
MJ-15  
Original MJ-06

**From:** Jessica Alexander  
**To:** [McConnell, Erika B \(CED\)](#)  
**Subject:** New Frontier-- Approval for Lab Testing  
**Date:** Tuesday, February 20, 2018 2:18:03 AM  
**Attachments:** [Potency Results- 5731 PoT 010218.pdf](#)  
[SalmonellaPCRPT12.22.2017Results.pdf](#)

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Director McConnell,

We would very much like to speak with you regarding the status of approval for testing. We have decided to get ISO accredited now and have submitted packets of documentation for items that were identified in the gap analysis that was done at the time of inspection. We were so close to meeting the requirements that it didn't make sense not to do it now and set a precedent-- especially if we want to be respected as researchers and be able to collaborate with other respected researchers.

We have submitted validation work for the following scope of testing:

- Cannabinoid profiling
- Cannabinoid quantitation of plant, concentrates, and infused products/edibles
- PCR identification of STEC
- PCR identification of Salmonella
- PCR identification of Aspergillus

We expect to hear back from A2LA today regarding the validation reports submitted thus far. If they accept everything, they could send our application and supporting documentation to the committee to accredit us for a limited scope of testing. This means that our lab could be approved for all of the above testing, but not for residual solvents or terpene testing until all required items related to those methods are completed and they are formally added to our scope of accreditation through the ISO accreditation process. Given that the state mandates what types of testing must be done, but does not mandate that every lab must provide all tests, would AMCO be willing to approve our lab to only do testing for cannabinoid potency/profiling and microbial testing until we add residual solvents and terpenes to our scope of accreditation through the A2LA/ISO review process? You would be informed of the status change in writing when we receive approval by the committee to add those other tests to our scope, at which time we could start to offer those tests to the public-- but ONLY AFTER AMCO NOTIFICATION AND APPROVAL. If this is acceptable, we will request that A2LA submits our application to the ISO committee for the limited scope now.

Also, we completed proficiency testing for potency and microbial (which is a required component of ISO certification) and performed very well. Please find those reports attached.

We look forward to your input. Respectfully,

Jessica Alexander, MPAS, MSCRM  
Co-Owner and Laboratory Director  
[jalexander.thenewfrontier@gmail.com](mailto:jalexander.thenewfrontier@gmail.com)  
2301 S. Knik-Goose Bay Rd. Unit #3A  
Wasilla, Alaska 99654  
(907) 302-4969

***The New Frontier Research***  
*Committed to Public Safety Through Testing and Research*



## Alaska Marijuana Control Board

**Form MJ-15: Operating Plan Change****What is this form?**

This operating plan change form is required for all marijuana establishment licensees seeking to change a licensed marijuana establishment's existing operating plan, as required by 3 AAC 306.100. With this form, a licensee may request changes to as much or as little as desired of Form MJ-01 and/or the corresponding operating plan supplemental for the establishment's license type.

**The required \$250 change fee may be made by check, cashier's check, or money order.**

Please download, complete, and submit with this form only the pages of Form MJ-01 and/or the corresponding operating plan supplemental that contain sections that you are requesting to change. All fields that are left blank will be considered unchanged from the existing operating plan. All fields that are completed and submitted with this form will be considered as changes to the existing operating plan and are subject to board approval. **Please do not submit any wholly unchanged pages of an operating plan.**

**The form(s) that I am requesting board approval to change is:**

- ☐ Form MJ-01: Marijuana Establishment Operating Plan
- ☐ Form MJ-03: Retail Marijuana Store Operating Plan Supplemental
- ☐ Form MJ-04: Marijuana Cultivation Facility Operating Plan Supplemental
- ☐ Form MJ-05: Marijuana Product Manufacturing Facility Operating Plan Supplemental
- ☒ Form MJ-06: Marijuana Testing Facility Operating Plan Supplemental

This form must be completed and submitted to AMCO's main office prior to changing existing operations. The licensed establishment's operations may not be altered unless and until the director has given temporary approval or the Marijuana Control Board (MCB) has given final approval of the changes. Please note that licensees seeking to change operating plans for multiple licenses must submit a separate completed copy of this form for each license.

**Section 1 – Establishment Information**

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

Licensee:	The New Frontier Research, LLC/Jessica Alexander	MJ License #:	12657
License Type:	Testing Facility		
Doing Business As:	The New Frontier Research		
Premises Address:	2301 S. Knik Goose Bay Rd. #3		
City:	Wasilla	State:	Alaska
		ZIP:	99654

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ALCOHOL AND MARIJUANA CONTROL OFFICE  
STATE OF ALASKA





## Form MJ-15: Operating Plan Change

## Section 2 – Summary of Changes

Provide a summary of the changes for which you are requesting approval.

The laboratory scope of testing will temporarily only include the following:

- 1) Cannabinoid profiling for CBDV, CBDA, CBGA, CBG, CBD, CBN, d9-THC, d8-THC, CBC, and THCA in plant, food, and concentrates (tinctures, creams, cooking oils, and personal concentrates);
- 2) Concentration for all cannabinoids identified (with a total concentration for THC and CBD, as well as CBN reported to the state/METRC);
- 3) Microbial testing for presence of STEC, Salmonella, and Aspergillus (niger, flavus, and fumigatus) in plant and food products.
- 4) Moisture content of plant material; and
- 5) Visual inspection for foreign matter. — *visible mold or excrement added to list of failure criteria. JA*

Additionally, food products will ONLY be tested by the lab after a one-time submission of a blank (un-infused) food base sample for preliminary testing during product development. This testing includes identification of chemicals which falsely appear as cannabinoids, for chemicals which interact with cannabinoids and falsely decrease or increase the cannabinoid concentration reading, and for the general ability to extract cannabinoids from the particular food matrix (which would result in a falsely low reading). In many cases, adjustments can be made to the processing of that food type to correct these complications and provide more accurate results. If it is determined that adjustments cannot correct one of these complications to a acceptable degree, the food type will not be tested at The New Frontier Research, as we believe it is less harmful to provide no results than it is to provide inaccurate results that may create a dosing error.

Residual solvent testing and terpene testing will be added to the laboratory's scope in the near future through the process of ISO committee review, at which time, it will be added to the scope of accreditation for the lab. AMCO will receive notification of this as a change in operating procedures on an M15 form and by written notice provided by A2LA.

## Section 3 – Declarations

Read each statement below, and then sign your initials in the corresponding box to the right:

Initials

The proposed changes conform to all applicable public health, fire, and safety laws.

JA

I understand that any temporary approval granted by the director is pending a final decision by the MCB; therefore, any investment I make, based upon temporary approval, is at my own risk.

JA

As a marijuana establishment licensee, I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

JESSICA ALEXANDER

Printed name of licensee

Notary Public in and for the State of Alaska.

My commission expires: 06/13/19Subscribed and sworn to before me this 1 day of March, 2018.

AMCO Director Review for Temporary Approval Pending Final MCB Decision:

Approved

Disapproved



Erika McConnell

Printed name of Director

3/15/18

Date

Signature of Director

Director Comments:



Alaska Marijuana Control Board  
**Operating Plan Supplemental  
Form MJ-06: Marijuana Testing Facility**

Alcohol and Marijuana Control Office  
550 W 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501

[marijuana.licensing@alaska.gov](mailto:marijuana.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

**What is this form?**

This operating plan supplemental form is required for all applicants seeking a marijuana testing facility 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 6 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 306.615(2).

**What additional information is required for testing facilities?**

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

- Prohibitions
- Testing practices and procedures
- Employee qualification and training
- Security
- Reporting and records retention

**This form must be submitted to AMCO's main office before any marijuana testing facility 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:	The New Frontier Research LLC	License Number:	12657		
License Type:	Marijuana Testing Facility				
Doing Business As:	The New Frontier Research				
Premises Address:	2301 South Knik-Goose Bay Road Unit #3				
City:	Wasilla	State:	ALASKA	ZIP:	99654







Alaska Marijuana Control Board  
Operating Plan Supplemental  
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[marijuana.licensing@alaska.gov](mailto:marijuana.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

## Section 2 – Prohibitions

Applicants should review 3 AAC 306.610 and be able to answer “Agree” to all items below.

The marijuana testing facility will not:

Agree Disagree

Sell, deliver, distribute or transfer any marijuana or marijuana product to a consumer, with or without compensation

☒☐

Allow any person to consume marijuana or marijuana product on its license premises

☒☐

## Section 3 – Testing Practices and Procedures

Review the requirements under 3 AAC 306.615, 3 AAC 306.635 – 3 AAC 306.645, and 3 AAC 306.660, and identify how the proposed establishment will meet the listed requirements.

Describe each test the marijuana testing facility will offer:

The New Frontier Research will offer the following testing:

Cannabinoid profiling for d9-THC, THCA, CBD, CBDA, CBN, CBGA, CBG, CBC, d-8THC and CBC and cannabinoid concentration for d9-THC, THCA, CBD, CBDA, and CBN.

- Marijuana plant material (flower and trim)
- Concentrates or extracts (for those testing potency only)
- Infused products

Microbial screening for Shiga-Toxin producing Escherichia Coli (STEC), Salmonella, Aspergillus Fumigatus, Aspergillus Flavus, and Aspergillus Niger.

- Marijuana plant material (flower and trim)
- Infused products

Foreign Matter Inspection:

- Marijuana plant material (flower and trim)
- Concentrates or extracts
- Infused products

Moisture Content

- Marijuana plant material (flower and trim)

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FEB 27 2018

ALCOHOL & MARIJUANA CONTROL OFFICE  
STATE OF ALASKA



Alaska Marijuana Control Board  
Operating Plan Supplemental  
Form MJ-06: Marijuana Testing Facility

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Phone: 907.269.0350

**Standard Operating Procedure Manual (3 AAC 306.640):**

Applicants for marijuana testing facilities must have a written procedures manual with detailed instructions explaining how to perform each testing method the applicant or marijuana testing facility uses, and minimum standards for each test. Applicants should be able to answer "Agree" to all items below.

**The marijuana testing facility will ensure that the standard operating procedure manual:**

Agree Disagree

Is available to each employee at all times

☒ ☐

Will cover at least the required procedures listed under 3 AAC 306.640

☒ ☐

**Describe the marijuana testing facility's standard operating procedure for each test the facility will offer:**

**Cannabinoid profiling/potency:** Marijuana plant, concentrates, and infused products will be tested for cannabinoid content and potency. Plant material will be ground to a powder to ensure that the sample is homogenous. The following cannabinoids will be profiled and quantitated: d9-THC, d8-THC, THCA, CBD, CBDA, CBDV, CBG, CBGA, CBN, and CBC. THC and THCA will be combined for total concentration, as will CBD and CBDA. Samples will be tested using a high performance liquid chromatograph with UV detector or PDA detector. Potency will be reported as the concentration in mg/g and as the % of product weight. The cannabinoid profile will be reported through METRC and to customers.

For infused product testing, customers will be required to provide a "matrix blank" sample that is not infused with cannabis prior to submitting any infused samples. This sample will be used to determine the following:

- 1) Presence of other components in the product which may co-elute with cannabinoids and would give a falsely elevated level of cannabinoids;
- 2) Presence of other components in the product which may suppress or enhance cannabinoid signals on chromatography and give inaccurate readings; and
- 3) If cannabinoids can be sufficiently extracted from the specific matrix type using the main TNFR protocol for infused products to provide an accurate reading of the actual cannabinoid levels. If this cannot be accomplished, variations in solvent amount, extraction time, and solvent types will be employed to develop a method of successfully recovering cannabinoids from that matrix type. If this cannot be accomplished to provide >80% process efficiency, the infused products will not be tested at the New Frontier Research until such a time as this can be accomplished. The potency of each single serving in a multi-unit package will be reported and must be within 20 % of the manufacturer's target. Samples will be failed if the potency is more than 20% variation or if the product is not homogenous from serving to serving in a multi-serving package.

**Microbial Detection:** Cannabis flower/shake/trim and infused edible products will be tested for microbial pathogens. Testing will be done by realtime PCR for detection of Salmonella, STEC (shiga-toxin producing escherichia coli) and Aspergillus Fumigatus, Aspergillus Flavus and Aspergillus Niger per the attached protocols. Customers must submit 3 grams of product for testing, as each test is required to report levels of colony forming units per 1 gram sample and each test requires separate enrichments and testing.

**Moisture Content:** Cannabis plant material will be tested for moisture content after homogenization using a moisture balance.

**Visual Inspection:** Prior to homogenization, samples will be inspected under microscopy for gross contamination. Pictures of samples will be taken and filed with final reports.







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Operating Plan Supplemental  
Form MJ-06: Marijuana Testing Facility

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<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

**Laboratory Testing of Marijuana and Marijuana Products (3 AAC 306.645):**

A licensed marijuana testing facility must meet minimum standards for laboratory testing. Applicants should be able to answer "Agree" to all items below.

The marijuana testing facility applicant has:

Agree Disagree

Read and understands and agrees to the requirements listed under 3 AAC 306.645



Describe the acceptable range of results for each test the marijuana testing facility will offer:

**Potency:**

All test results will undergo a technical review in order to ensure product meets acceptable standards. Potency will be reported as the concentration in mg/g and as a % of product weight.

**Microbial Screening:**

- Less than 1 (one) colony forming unit (CFU/g) is the acceptable limit for Shiga-toxin producing Escherichia Coli (STEC), Salmonella species and Aspergillus fumigatus, Aspergillus flavus, and Aspergillus niger-fungus. If greater than or equal to 1 (one) colony-forming unit is detected in a one-gram sample then the sample is failed.

**Foreign Matter: FDA Standards based on The Defect Levels Handbook**

- Samples will be inspected for human hair, insect parts, non-mammalian hairs or feathers and the sample will be failed for presence of more than 1 per gram;
- Samples will be inspected for miscellaneous matter (soil, sand, etc) and the sample will be failed for the presence of more than 5 fragments per gram;
- Visible mold; and
- Excrement of any kind.







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Phone: 907.269.0350

**Section 6 – Reporting and Records Retention**

Applicants should review 3 AAC 306.670 – 3 AAC 306.675 and be able to answer “Agree” to all items below.

**Reporting, Verification (3 AAC 306.670):**

The marijuana testing facility applicant:

Agree Disagree

Has read, understands, and agrees to the reporting requirements outlined in 3 AAC 306.670(a)

☒ ☐

Has read, understands, and agrees to the reporting requirements outlined in 3 AAC 306.670(b)

☒ ☐

**Records Retention (3 AAC 306.675):**


The marijuana testing facility applicant:

Agree Disagree

Has read, understands, and agrees to the records retention requirements listed in 3 AAC 306.675

☒ ☐

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

Jessica Alexander

Printed name



Subscribed and sworn to before me this 27 day of Feb, 2018.

  
Notary Public in and for the State of Alaska.

My commission expires: 06/13/2019



**12657 The New Frontier Research**

**Original Application (MJ-06)**

**Considered in July 2017**



## Alaska Marijuana Control Board

# Operating Plan Supplemental Form MJ-06: Marijuana Testing Facility

### What is this form?

This operating plan supplemental form is required for all applicants seeking a marijuana testing facility 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 6 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 306.615(2).

### What additional information is required for testing facilities?

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

- Prohibitions
- Testing practices and procedures
- Employee qualification and training
- Security
- Reporting and records retention

**This form must be submitted to AMCO's main office before any marijuana testing facility 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:	The New Frontier Research LLC	License Number:	12657		
License Type:	Marijuana Testing Facility				
Doing Business As:	The New Frontier Research				
Premises Address:	2301 South Knik-Goose Bay Road Unit #3				
City:	Wasilla	State:	ALASKA	ZIP:	99654







**Alaska Marijuana Control Board**  
**Operating Plan Supplemental**  
**Form MJ-06: Marijuana Testing Facility**

Phone: 907.269.0350

**Section 2 – Prohibitions**

Applicants should review 3 AAC 306.610 and be able to answer "Agree" to all items below.

The marijuana testing facility will not:

Agree Disagree

Sell, deliver, distribute or transfer any marijuana or marijuana product to a consumer, with or without compensation



Allow any person to consume marijuana or marijuana product on its licenses premises



**Section 3 – Testing Practices and Procedures**

Review the requirements under 3 AAC 306.615, 3 AAC 306.635 – 3AAC 306.645, and 3 AAC 306.660, and identify how the proposed establishment will meet the listed requirements.

Describe each test the marijuana testing facility will offer:

The New Frontier Research will offer:

Potency Analysis for concentration of THC, THCA, CBD, CBDA and CBN.

- Marijuana plant material (flower and trim)
- Concentrates or extracts
- Products

Microbial screening for Shiga-toxin producing Escherichia Coli (STEC), Salmonella Species, Aspergillus fumigatus, Aspergillus Flavus, and Aspergillus niger.

- Marijuana plant material (flower and trim)
- Products

Residual Solvents:

- Concentrates or extracts

Foreign Matter Inspection:

- Marijuana plant material (flower and trim)
- Concentrates or extracts
- Products





**Alaska Marijuana Control Board**  
**Operating Plan Supplemental**  
**Form MJ-06: Marijuana Testing Facility**

Phone: 907.269.0350

**Standard Operating Procedure Manual (3 AAC 306.640):**

Applicants for marijuana testing facilities must have a written procedures manual with detailed instructions explaining how to perform each testing method the applicant or marijuana testing facility uses, and minimum standards for each test. Applicants should be able to answer "Agree" to all items below.

**The marijuana testing facility will ensure that the standard operating procedure manual:**

Agree   Disagree

Is available to each employee at all times

☒ ☐

Will cover at least the required procedures listed under 3 AAC 306.640

☒ ☐

**Describe the marijuana testing facility's standard operating procedure for each test the facility will offer:**

**Potency:** Marijuana and marijuana concentrates and products will be tested for cannabinoid content and potency. Cannabis inflorescence (flowers) or "trim" will be used for potency testing. Plant material will be ground to make sure it is homogenous. The quartering method will be used to make sure the sample is homogenous and representative. Concentrate liquids will be thoroughly stirred or mixed before sampling to make sure samples are homogenous. Solids such, as resins, will be ground and thoroughly mixed before they are tested, and as with finished plant material, the quartering method will be used to obtain representative samples for testing. Samples will be tested per the attached protocols in a high performance liquid chromatograph with UV detector. Potency will be reported as the concentration in mg and as the % of product weight and must be within +/-10% standard deviation of the mean. The cannabinoid profile will be reported through METRC and to customers. The following cannabinoids will be profiled: d9-THC, d8-THC, THCA, THCV, CBD, CBDA, CBDV, CBG, CBGA, CBN, and CBC. THC and THCA will be combined for total concentration, as will CBD and CBDA. In edible product testing, the potency of each single serving in a multi-unit package will be reported and must be within 20 % of the manufacturer's target. Samples will be failed if the potency is more than 20% variation, the product is not homogenous from serving to serving in a multi-serving package, or there is more than 60 mg in the test lot package.

**Microbial:** Cannabis inflorescence (flowers) or "trim" will be used for potency testing. Plant material will be ground and the quartering method will be used to make sure the sample is homogenous and representative. Testing will be done by qPCR for detection of salmonella, STEC (shiga-toxin producing escherichia coli) and Aspergillus fumigatus, Aspergillus flavus and Aspergillus niger per the attached protocols.

**Residual Solvents:** Using an analytical balance, 100 mg of sample concentrates or extracts will be measured out and placed in testing vial to be evaluated for the presence of Butanes, Heptanes, Benzene, Toluene, Hexane and total Xylenes (meta-xylenes, para-xylenes, or ortho-xylenes) using a head space gas chromatography with mass spectrometry per attached protocols.







Alaska Marijuana Control Board  
**Operating Plan Supplemental  
Form MJ-06: Marijuana Testing Facility**

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**Laboratory Testing of Marijuana and Marijuana Products (3 AAC 306.645):**

A licensed marijuana testing facility must meet minimum standards for laboratory testing. Applicants should be able to answer "Agree" to all items below.

The marijuana testing facility applicant has:

Agree Disagree

Read and understands and agrees to the requirements listed under 3 AAC 306.645

☒ ☐

Describe the acceptable range of results for each test the marijuana testing facility will offer:

**Potency:**

All test results will undergo a technical review in order to ensure product meets acceptable standards. Potency will be reported as the concentration in mg and as the % of product weight and must be within +/-10% standard deviation of the mean.

**Microbial Screening:**

- Less than 1 (one) colony forming unit (CFU/g) is the acceptable limit for Shiga-toxin producing Escherichia Coli (STEC), Salmonella species and Aspergillus fumigatus, Aspergillus flavus, and Aspergillus niger-fungus. If greater than or equal to 1 (one) colony-forming unit is detected in a one-gram sample then the sample is failed.

**Solvents:**

- Solvent-based concentrates are tested for residual solvent content. Results are in parts per million (ppm).

**Acceptable Limits per Gram are:**

- Butanes: less than 800 parts per million (ppm)
- Heptanes: Less than 500 parts per million (ppm)
- Benzene: Less than 1 parts per million (ppm)
- Toluene: Less than 1 parts per million (ppm)
- Hexane: Less than 10 parts per million (ppm)
- Total Xylenes (meta-xylenes, para-xylenes, or ortho-xylenes): Less than 1 parts per million (ppm) \*\*\*If a sample exceeds any one of these concentration levels, the sample

is failed.

**Foreign Matter: FDA Standards based on The Defect Levels Handbook**

- Samples will be inspected for human hair, insect parts, non-mammalian hairs or feathers and the sample will be failed for presence of more than 1 per gram.
- Samples will be inspected for miscellaneous matter (soil, sand, etc) and the sample will be failed for the presence of more than 5 fragments per gram.







Alaska Marijuana Control Board  
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**Section 4 – Employee Qualification and Training**

Review the requirements under 3 AAC 306.625 – 3 AAC 306.630, and identify how the proposed establishment will meet the listed requirements.

**Proficiency Testing Program (3 AAC 306.625):**

Describe how the marijuana testing facility will ensure the scientific director and all testing analysts are proficient in utilizing testing equipment and analyzing samples:

It is our belief that cannabis laboratories should be mandated to demonstrate competency through an internationally-accepted standards that has been developed for proper analytical laboratory operations. The New Frontier Research will demonstrate competency by immediately pursuing accreditation by the International Organization for Standardization (ISO) 17025 standards within 12 months. ISO standards cover testing and calibration performed using standard methods, non-standard methods, and laboratory developed methods. ISO standards are not ambiguous and are universally accepted. To achieve accreditation, this testing facility will work with a third-party ISO 17011-accredited ILAC to provide assurance that the laboratory produces consistent and reliable results according to ISO 17025 criteria for cannabinoid potency measurement (THC and CBD). The third-party organizations which conduct the Inter-laboratory Proficiency Tests (IPT) must also be certified by ISO, under yet another set of standard criteria, ISO 17043.

The Laboratory Director will develop policies and procedures to ensure that: the laboratory follows the ISO 17025 criteria, including good lab practices (GLPs); maintains internal standard operating procedures and quality controls; instruments are properly calibrated, maintained, and repaired; and that the lab follows an adequate chain of custody protocol to store and manage samples.

Initial training on equipment and methods-- The New Frontier Research has contracted with a Shimadzu training team to have their PhD and equipment representative come to our site for 3 days of on-site training in methodology and equipment trouble-shooting. All laboratory technicians will be required to attend this initial training in its entirety. Thereafter, regular proficiency testing will be done every 6 months to ensure the reliability of the laboratory's methods and to help monitor performance for specific tests or measurements. Proficiency testing requires that the laboratory analyzes one or more samples of unknown composition provided by an independent third party. The laboratory measures the samples according to a given set of instructions and reports the results to the administrator of the test. The values reported by the laboratory are compared to an average, or study mean, and the reference (assigned) value. The results are considered "acceptable" if they fall within the acceptance limits







## Alaska Marijuana Control Board Operating Plan Supplemental Form MJ-06: Marijuana Testing Facility

Phone: 907.269.0350

### Scientific Director (3 AAC 306.630):

All marijuana testing facilities must employ a scientific director with responsibilities and qualifications set out in 3 AAC 306.630 and 3 AAC 306.640(b).

### Name the scientific director and describe how he/she meets the qualifications set out in 3 AAC 306.630(b).

Jessica Alexander, MPAS, MSCRM

#### Educational background:

- Associate's degree in Allied Health Science from Austin Community College
- Bachelor's degree in Allied Health Science with a minor in Chemistry from St. Edward's University in Austin, Texas
- Master's degree in Physician Assistant Studies from The University of North Texas Health Science Center in Fort Worth, Texas
- Master's degree in Clinical Research Management (Pharmaceutical Research) from the School of Biomedical Sciences at the University of North Texas Health Science Center in Fort Worth, Texas
- Additionally, all coursework was completed for a PhD in Molecular Cell Biology & Genetics and research was initiated, but the Department of Defense could not continue funding thesis/research on mitigation of nitric oxide species in blast injuries of tourniqueted limbs due to budget cuts. Participated in graduate school research analyzing frozen porcine tissue samples collected during cardiac bypass surgery and another research project to analyze tissue samples from decubitus ulcers for angiogenic growth factor levels after pulse-pressured oxygen therapy.

#### Key qualifiers:

- Current laboratory director in the state of Alaska for 2 laboratories with success in management of processes; development and implementation of QA/QI programs; experienced in personnel training and periodic competency testing, as well as meeting American Proficiency Institute standards for lab and personnel; and successfully passing a state audit without any citations or request for changes
- Experience and formal education in clinical research management (pharmaceutical research)
- More than 10 years of experience in laboratory testing— biological and analytical
- Experienced program coordinator for genetic research project involving multiple universities

## Section 5 – Security

Review the requirements under 3 AAC 306.650, and identify how the proposed establishment will meet the listed requirements.

### Chain of Custody (3 AAC 306.650):

Describe how the marijuana testing facility will meet the chain of custody requirements as listed in this section:

Samples must arrive at TNFR in an approved container with a tamper-proof seal and must be marked with a unique METRC identifier and accompanied by a METRC manifest. If the sealed METRC identifier or manifest is missing, then the sample will not be accepted. Before any analysis is started, the required information will be recorded on the Sample Receiving & Tracking form, entered into the METRC system and to the TNFR Laboratory Information Management System, and the sample will be placed in secure area. The storage and movement of product samples within the TNFR premises will be tracked on the lower portion of the Sample Receiving & Internal tracking form (see attached). Samples removed for testing will be noted on this form. The unused portion of the sample will be kept in the secure storage area until all requested tests are completed and the results are reviewed. Marijuana waste and unused samples will be rendered unusable by mixing them with used organic solvents and disposed of in the organic waste barrels, in view of video surveillance system.





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**Section 6 – Reporting and Records Retention**

Applicants should review 3 AAC 306.670 – 3 AAC 306.675 and be able to answer “Agree” to all items below.

**Reporting, Verification (3 AAC 306.670):**

The marijuana testing facility applicant:

Agree Disagree

Has read, understands, and agrees to the reporting requirements outlined in 3 AAC 306.670(a)

☒ ☐

Has read, understands, and agrees to the reporting requirements outlined in 3 AAC 306.670(b)

☒ ☐

**Records Retention (3 AAC 306.675):**

The marijuana testing facility applicant:

Agree Disagree

Has read, understands, and agrees to the records retention requirements listed in 3 AAC 306.675

☒ ☐

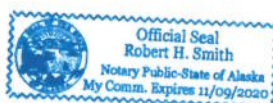
I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

  
Signature of licensee

Jessica Alexander

Printed name

Subscribed and sworn to before me this 19 day of April, 2017.





Notary Public in and for the State of Alaska.

My commission expires: 11/09/2020







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(Additional Space as Needed):

