Current MJ-01 and MJ-04 in case is needed

Alcohol and Marijuana Control Office
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Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

What is this form?

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

What must be covered in an operating plan?

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

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

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

Section 1 – Establishment Information

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

Licensee:	The Connoisseur, LLC	**License Number:**	13487		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	The Connoisseur				
Premises Address:	3200 W Top of the World Circle, Unit A				
City:	Wasilla	**State:**	ALASKA	**ZIP:**	99654

Mailing Address:	PO Box 873844				
City:	Wasilla	**State:**	ALASKA	**ZIP:**	99687-3844

Primary Contact:	Mathew Chambers		
Main Phone:	(907)244-8329	**Cell Phone:**	(907)244-8329
Email:	theconnoisseur49@gmail.com		

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Section 2 – Security

Review the requirements under 3 AAC 306.710 – 3 AAC 306.720 and 3 AAC 306.755, and identify how the proposed premises will meet the listed requirements.

Describe how the proposed premises will comply with each of the following:

Restricted Access Areas (3 AAC 306.710):

Describe how you will prevent unescorted members of the public from entering restricted access areas:

The entire building (licensed premises) will be designated a restricted access area. The garage door and a self-closing and locking man door are the only two entrances to the building. These doors will remained locked at all times, and access can only be gained by a physical key or a key code. Only licensees will have copies of physical keys, and all licensees and employees will be given separate key codes. When a key code is used to gain access to the premises, the date, time, and employee's code are digitally recorded. There will be clear signage on the exterior points of entry that will state "Restricted Access Area. Visitors Must be Escorted.". At no time will there be any unescorted visitors permitted on the premises. All visitors will be logged, admitted, and escorted in accordance with 3 AAC 306.710, as described below.

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

At this time, we do not intend on having any visitors to the premises. However, in the event that a visitor is allowed access to the premises, he/she must receive licensee approval and will be required to produce valid state or federal photo identification showing proof of legal age prior to gaining entry to the premises. Visitors will be required to log in as described in the next answer. Visitors will be escorted by a licensee or employee at all times and will be provided with a visitor identification badge that must be worn at all times while on the premises. Employees will be required to have proper identification, including a current employment identification badge issued by a licensee, and a valid marijuana handler's permit while on the premises. No persons under the age of 21 will be knowingly granted access to the licensed premises by any licensee or employee. No more than five visitors per licensee or employee escort will be permitted on the premises at any time.

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

Visitors will be required to sign in to the visitor log. The following information will be obtained and logged for each visitor: name, date of birth, address, date of entry, arrival time, departure time, reason for entry, escorting personnel, form of identification, identification number, visitor badge number. Hard copy records will be retained on-premises for a minimum of one year, and scanned, digital copies will be retained on-premises. All records will be made available to law enforcement, MCB, or AMCO staff upon request.

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

See attached

The Connoisseur

Employee Identification Badge

Image

Employee: Mathew Chambers
Marijuana Handler Permit #: 12345

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Unit A
Wasilla, AK 99654

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License #13368

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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:

Flood lights with motion sensors are located at the entrances of the building. Although the cameras are all infrared, the lighting will help provide a clear line of vision within 20+ feet of the entrances.

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

A security company is installing twelve interior infrared (IR) fish-eye cameras that provide continuous video coverage and recording of the entirety of the licensed premises. Three external IR cameras will also be installed: one above the man door entrance to the facility, and two 360-degree cameras on posts away from the building that provide coverage of both entrances, both windows, and three sides of the building. In addition, there will be three motion detectors within the premises that point toward both entrances to the premises and the entrance to the safe room; entry-breach detection on both the garage and man door entries; and bars, blackout, and glass-breakage detection on both windows. These will set off both an audible alarm (as a deterrent), as well as a silent alarm to the monitoring company, who will then notify the licensees and local law enforcement of a security breach. The video monitors and a 40-day backup of all video surveillance recordings (maintained on secure servers) will be located in the safe room within the licensed premises.

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:

There will be three motion detectors within the premises that point toward both entrances to the premises and the entrance to the safe room; entry-breach detection on both the garage and man door entries; and bars, blackout, and glass-breakage detection on both windows. These will set off both an audible alarm (as a deterrent), as well as a silent alarm to the monitoring company, who will then notify the licensees and local law enforcement of a security breach. The alarm system will be activated by a licensee or employee during any and all hours when a licensee or employee is not physically present on the licensed premises.

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

All marijuana cultivated at the facility will be tracked through METRC from seed/clone until transfer/transport to another licensed marijuana establishment. The licensed premises will be under continuous recorded video surveillance. All employees must have their marijuana handler permit cards on them at all times while on the premises. There are both key-entry locks and a numbered keypad that grant access to the licensed premises. Each licensee and employee will have a separate key code; all entries into the premises with the key code will be digitally recorded. Licensees will dry/cure harvested marijuana and store marijuana that is ready for transport in a locked, secure safe room that is only accessible by the licensees, and not by any employees or visitors. A licensee will be present and responsible for transferring marijuana from the safe room to the transport vehicle, and for producing all transport manifests through METRC that clearly indicate the types, amounts, and weights of the marijuana being transported, the names of the transporter(s), times/dates of departure and expected deliveries, and the make/model and license plate(s) of the transporting vehicle(s). A licensee will ensure that the transport box is locked before the transport vehicle leaves the facility, and that only licensees and the transporting employee have copies of the keys that unlock the transport box. Any licensee or employee and vehicle transporting marijuana will drive straight to the receiving licensed marijuana establishment and not make any unnecessary stops. The transport box will only be unlocked when the receiving licensed establishment is prepared to receive the marijuana. Any person who is caught trying to divert marijuana in any manner will immediately be terminated. A licensee will immediately notify local law enforcement and AMCO enforcement if he has witnessed diversion occurring or if he has reason to believe that it may be occurring.

Describe your policies and procedures for preventing loitering:

In addition to posted signs indicating that video surveillance is occurring, "No Loitering" and "No Trespass" signs will be conspicuously placed on the property. Any persons who are loitering on the property will be asked and required to leave by a licensee or employee. In the event that a loiterer refuses to leave, local law enforcement will immediately be contacted, and the date, time, and description of the event will be documented and retained on-premises by the licensee or employee present.

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:

There will be three motion detectors within the premises (one in the safe room, one pointing toward the garage entrance, and one pointing toward the man-door entrance) for added security in case of unauthorized entry. The alarm monitoring company will notify licensees of any unauthorized entry.

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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:

The alarm monitoring company will have contact information for all licensees. The primary contact will be a licensee whose permanent residence is approximately a mile away from the facility and who can be on-site quickly to assist local law enforcement in any way possible. Once the licensee is contacted by the monitoring company, he will immediately contact local law enforcement to ensure that they have also been contacted. The licensee will document and retain on-premises the date, time, and a brief description of the event. All video surveillance recordings will be reviewed and submitted by a licensee to local law enforcement and/or AMCO staff when requested and/or necessary.

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:

Twelve infrared fish-eye cameras will be placed in corners of hallways and all rooms of the licensed premises (with the exception of the bathroom) pointing toward the entrances/exits of the rooms and of the entrances to the facility, ensuring adequate video coverage of all areas of the licensed premises that will produce a clear view adequate to identify an individual. Three exterior cameras will be placed outside the facility: one above the outside of the entry/exit door of the facility, and two 360-degree infrared cameras that will be on posts outside of the premises. This will ensure that three sides of the building (licensed premises), including all windows and entrances/exits to the building, will have continual video coverage that exceeds the necessary standards.

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 safe room is a single-entry, secure 10' x 10' room in which the surveillance and monitoring systems will be held. There is one window to the room, which is blacked out, barred, and is secured by a shatter alarm. Only licensees will have copies of keys that allow entry into the safe room, and there is both a corner security camera and a motion detector within the safe room that covers the entire room. Only licensees, law enforcement, and AMCO employees will be granted access; no employees or visitors will be permitted entry, with the exception of the licensees' CPA. The CPA will be escorted by licensee, have a valid marijuana handler permit at all times, and assist with the maintenance and retention of business records. The server will be in a locked server box that is housed within the safe room.

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 electronic business records will be stored on-premises on a secure computer server in the safe room. Paper business records will be stored in a locked filing cabinet in the on-premises safe room and scanned monthly into a digital format as backup. All records will be backed up monthly onto an external hard drive to ensure preservation in the unlikely event of a server crash or malfunction. The safe room will be accessible only by the licensees, law enforcement, and AMCO enforcement to ensure ultimate security and retention of all records. Copies of business records will be provided to AMCO staff upon request.

Business records will be maintained, in accordance with 3 AAC 306.755, as follows:
All books and records necessary to fully account for each business transaction conducted for the current year and the three preceding calendar years will be maintained; records for at least the preceding six months will be maintained on the licensed premises, while older records will be archived either on-premises or at a licensee's home.

A current employee list with the full names and marijuana handler permit number of each licensee and employee will be digitally maintained. Hard and/or digital copies of all licensees' and current employees' marijuana handlers permits will be kept on the premises at all times.

The business contact information for all vendors that maintain video surveillance systems and security alarm systems for the premises will be kept in both digital format and in an easily-viewable printed format on the premises.

All records related to advertising and marketing will be maintained electronically on-premises.

A current licensed premises diagram, along with an administrative site plan of the property, clearly labeled and showing all restricted access areas, will be printed and posted within the licensed premises. A digital copy will also be maintained on the premises.

Paper sign-in/visitor logs, recording the name, date, and time of entry and exit, of each visitor permitted on the premises, will be kept in the locked filing cabinet. These will be scanned monthly and stored electronically on-premises.

Records for state and federal taxes will be maintained on-premises.

All marijuana inventory tracking records will be maintained electronically on-premises. Paper copies of marijuana transport manifests will be scanned for digital retention and kept in the locked filing cabinet. Video surveillance recordings will be preserved on-site for 40 days.

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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:

All marijuana propagated at the facility will be tracked in METRC from seed or clone/cutting until transport/transfer to another licensed marijuana establishment (or destruction/disposal). Seeds and clones/cuttings will be entered into the system in harvest batches of individual strains, not exceeding 50 units per batch. Each batch will be designated by METRC and labeled a separate inventory tracking number.
Once the individual clones/seedlings reach 8" in height, they will be assigned by METRC and labeled independent inventory tracking numbers for each plant.
Harvested marijuana will be separated into harvest batches of individual strains, not exceeding five pounds, and assigned by METRC and labeled individual tracking numbers for each batch.

Any samples, including samples given for purposes of testing or to negotiate a sale, will be entered into METRC, as required.

Marijuana waste disposal will be entered into METRC, as required.

Marijuana transport manifests will be generated through 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:

All licensees will take a Marijuana Control Board-approved marijuana handler permit education course and then obtain valid marijuana handler permits from AMCO prior to AMCO's preliminary inspection. All employees will be required to provide valid AMCO-issued marijuana handler permit cards prior to employment at the facility, and copies of all licensees' and employees' cards will be kept in the safe room on the premises. Employees will be required to have their permits on their person at all times while on the premises. Records of marijuana handler permits of licensees and employees will be reviewed monthly to determine which permits need to be renewed within a 90-day period. Employees will be reminded of expiring permits and required to have them renewed before the expiration date (every three years). Any employee who fails to renewal his/her marijuana handler permit will be prohibited entry to the premises until a valid marijuana handler permit is provided to a licensee. Employees will receive initial and ongoing in-house training, covering topics like safety procedures, sanitation procedures, job duties, and other necessary protocols to ensure that they are adequately prepared. Employees will have a 90-day probationary period.

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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:

Solid marijuana waste will be stored in compactor bags in the main room until the three-day notice period has passed. At that time, it will be rendered unusable, as described in the following two responses, and then disposed of in a compost pile and/or dispersed around the property (~8 acres, which we are included in the lease).

Wastewater will be stored in 55-gallon commercial-grade barrels and then poured into the building's plumbing system. The system flows into a 1000+ gallon septic tank and then disburses into a 120' engineered leach field.

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

An equal amount of horse manure, soil, and/or other organic yard waste will be mixed with any ground marijuana waste to make it unusable.

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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:

A licensee or employee will notify the MCB through METRC three days in advance of any waste disposal procedures, or approval for emergency disposal will be requested from the director when necessary (for extreme circumstances like infestation). All marijuana plant waste, including stems, stalks, leaves, roots, and unprocessed samples returned by a testing facility, will be rendered unusable by being ground up by a wood chipper/mulcher and then mixed with an equal amount of horse manure and/or soil. The mixture will then be composted on the property.

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Section 6 – Transportation and Delivery of Marijuana and Marijuana Products

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

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

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

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

Marijuana will be trimmed, weighed, and packaged in the 20' x 24' open main room. Drying/curing and storage of packaged marijuana ready for shipment will be in an independently-locked 10' x 10' safe room that only licensees will have access to. All processing and handling of marijuana will be done by licensees and/or employees. Marijuana will be weighed using a registered scale in compliance with AS 45.75.080 and 3 AAC 306.745, and packaged in wholesale packages not exceeding five pounds. Each package will be identified by a fixed tracking label generated by the marijuana inventory tracking system, and including all required information listed in 3 AAC 306.475.

When marijuana is ready for for transport to another licensed establishment, a secure vehicle will pull into the main room through the garage door, the door will be closed and secured, and the packaged/labeled marijuana will be loaded and locked in the vehicle, as described below. Two copies of a transport manifest, generated by METRC, listing each prepared package of marijuana will remain with the licensee or employee responsible for transporting the marijuana at all times during transit. Upon delivery to the receiving licensed establishment, the transporter will retain one copy of the manifest, and and the receiving establishment will receive the other.

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

Marijuana will be transported within a locked KNAACK (or the equivalent) storage chest in an unmarked, secure vehicle. The storage chest is weather-proof, made of heavy-duty 16-gauge steel construction with fully arc-welded seams, and has a three-point latch with recessed lock housing and additional reinforcement between the lock and side housing for protection against theft/pry-ins. The storage chest will be locked at all times during transport and will only be unlocked by a licensee or employee at the location of the receiving licensee.

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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 posted on the exterior of the building, or on or around the property, with the business name or any marijuana-related words or depictions. The only exterior signage will be those that contain necessary or required information, including: the physical address of the facility; signs on the exterior garage and man doors that state "Restricted access area. Visitors must be escorted."; "No Loitering" and/or "No Trespass" signs; signs stating that no persons under 21 are allowed on the premises; signs indicating that video surveillance is in use on the premises; and any other signage required by state or local agencies.

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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marijuana.licensing@alaska.gov
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Alaska Marijuana Control Board

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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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:

There will be a sign at entrance stating that no persons under the age of 21 are allowed on the premises. Only licensees and employees will have keys and/or codes allowing entry into the building. At this time, we do not intend on having any visitors to the premises. However, in the event that a visitor is allowed access to the premises, he/she must receive licensee approval and will be required to produce valid state or federal photo identification showing proof of legal age prior to gaining entry to the premises. Visitors will be escorted by a licensee or employee at all times. Employees will be required to have proper identification and a valid marijuana handler's permit while on the premises. Employees will receive clear training regarding prohibited access of persons under the age of 21 on the premises. No persons under the age of 21 will be knowingly granted access to the licensed premises by any licensee or 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

CHAD AURENTZ
Printed name

Subscribed and sworn to before me this 1st day of June, 20 17.

SARAH D. OATES
My Commission Expires
NOTARY PUBLIC
With Office
STATE OF ALASKA

Notary Public in and for the State of Alaska.

My commission expires: w/office

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Operating Plan Supplemental
Form MJ-04: Marijuana Cultivation Facility

What is this form?

This operating plan supplemental form is required for all applicants seeking a marijuana cultivation 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 4** 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 306.420(2).

What additional information is required for cultivation facilities?

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

- Prohibitions
- Cultivation plan
- Odor control
- Testing procedure and protocols
- Security

This form must be submitted to AMCO's main office before any marijuana cultivation 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 Connoisseur, LLC	**License Number:**	13487		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	The Connoisseur				
Premises Address:	3200 W Top of the World Circle, Unit A				
City:	Wasilla	**State:**	ALASKA	**ZIP:**	99654

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Operating Plan Supplemental

Form MJ-04: Marijuana Cultivation Facility

Section 2 – Prohibitions

Applicants should review 3 AAC 306.405 – 3 AAC 306.410 and be able to answer "Agree" to all items below.

The marijuana cultivation facility will not:	Agree	Disagree
Sell, distribute, or transfer any marijuana or marijuana product to a consumer, with or without compensation	☑	☐
Allow any person, including a licensee, employee, or agent, to consume marijuana or marijuana product on its licenses premises or within 20 feet of the exterior of any building or outdoor cultivation facility	☑	☐
Treat or otherwise adulterate marijuna with any organic or nonorganic chemical or compound to alter the color, appearance, weight, or odor of the marijuana	☑	☐

Section 3 – Cultivation Plan

Review the requirements under 3 AAC 306.420, and identify how the proposed premises will meet the listed requirements.

Describe the size of the space(s) the marijuana cultivation facility intends to be under cultivation, including dimensions and overall square footage. Provide your calculations below:

The areas that will be utilized for cultivation will consist of the following:
One 11.5' x 14' (161 ft²) nursery room for clones and vegetative growth
Six 12' x 15.5' (186 ft²) rooms for flowering plants (= 1,116 ft² total)

Total area under cultivation: 161 ft² + 1,116 ft² = 1,277 ft²

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Describe the marijuana cultivation facility's growing medium(s) to be used:

Clones will be cut and planted into rockwool (rock and sand) cubes. Once sufficiently rooted, the cubes will be placed into pots filled with Hydroton clay balls.

Describe the marijuana cultivation facility's fertilizers, chemicals, gases, and delivery systems, including carbon dioxide management, to be used:

The plants will be fed the Heavy Sixteen line of synthetic nutrients. We will not be using supplemental carbon dioxide.

Describe the marijuana cultivation facility's irrigation and waste water systems to be used:

The plants will be fed via ebb and flow hydroponics systems with 55-gallon commercial reservoirs. The systems will be on timers to automatically circulate water and nutrients from the reservoirs, over the plants' roots, and back to the reservoirs. Wastewater will be stored in 55-gallon commercial-grade barrels and then poured into the building's plumbing system. The system flows into a 1000+ gallon septic tank and then disburses into a 120' engineered leach field.

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Describe the marijuana cultivation facility's waste disposal arrangements:

A licensee or employee will notify the MCB through METRC three days in advance of any waste disposal procedures, or approval for emergency disposal will be requested from the director when necessary (for extreme circumstances like infestation). All marijuana plant waste, including stems, stalks, leaves, roots, and unprocessed samples returned by a testing facility, will be rendered unusable by being ground up by a wood chipper/mulcher and then mixed with an equal amount of horse manure and/or soil. The mixture will then be disposed of in a compost pile and/or dispersed around the property (~8 acres, which we are included in the lease).

Wastewater will be stored in 55-gallon commercial-grade barrels and then poured into the building's plumbing system. The system flows into a 1000+ gallon septic tank and then disburses into a 120' engineered leach field.

Section 4 – Odor Control

Review the requirements under 3 AAC 306.430, and identify how the proposed premises will meet the listed requirement.

Describe the odor control method(s) to be used and how the marijuana cultivation facility will ensure that any marijuana at the facility does not emit an odor that is detectable by the public from outside the facility:

Each room will contain a 5' activated charcoal filter attached to an 1800 ft^3/min fan that will negate any marijuana odor. Additionally, the licensed premises is located on an ~8-acre parcel of land that is included in our lease, and the building (licensed premises) is located more than 100' from any other properties, as required by the local ordinance.

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Section 5 – Testing Procedure and Protocols

Review the requirements under 3 AAC 306.455 and 3 AAC 306.465, and identify how the proposed premises will meet the listed requirements.

Applicants should be able to answer "Agree" to the item below.

I understand and agree that:	Agree	Disagree
The board will or the director shall from time to time require the marijuana cultivation facility to provide samples of the growing medium, soil amendments, fertilizers, crop production aids, pesticides, or water for random compliance checks	☑	☐

Describe the testing procedure and protocols the marijuana cultivation facility will follow:

All marijuana cultivated at the facility will be tracked in METRC throughout the life cycle of each plant, from clone/cutting/seed until transfer/transport to another licensed marijuana cultivation facility. All marijuana bud/flower and trim/leaf that is harvested will be divided into harvest batches that are uniform in strain, cultivated in one place and under the same conditions, and harvested at the same time.

A licensee or employee with collect a random, homogenous sample from each harvest batch, in an amount required by the marijuana testing facility, and prepare a signed statement showing that each sample has been randomly selected for testing. The signed statement will be provided to the marijuana testing facility, and a copy of the statement will be maintained on the premises as a business record. One of our licensees, agents, or employees with a valid marijuana handler permit will transport the samples to the marijuana testing facility in compliance with 3 AAC 306.750 and company policies and procedures.

The licensee or employee will then segregate and maintain in the cool, dry safe room the entire harvest batch from which the testing sample was selected until the marijuana testing facility reports the results from its tests. Marijuana from the harvest batch will not be sold or transported until the written test results of the harvest batch have been received from the marijuana testing facility that performed the testing, and until a licensee has confirmed that the test results have been entered into METRC. Hard copy and electronic test results will be maintained on the premises for each batch, as required under 3 AAC 306.755.

The Connoisseur will comply with any request from the MCB or AMCO for random samples, as outlined in 3 AAC 306.465.

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Section 6 – Security

Review the requirements under 3 AAC 306.430 and 3 AAC 306.470 – 3 AAC 306.475, and identify how the proposed premises will meet the listed requirements.

Applicants should be able to answer "Agree" to the two items below.

The marijuana cultivation facility applicant has:	Agree	Disagree
Read and understands and agrees to the packaging of marijuana requirements under 3 AAC 306.470	☑	☐
Read and understands and agrees to the labeling of marijuana requirements under 3 AAC 306.475	☑	☐

Restricted Access Area (3 AAC 306.430):

	Yes	No
Will the marijuana cultivation facility include outdoor production?	☐	☑

If "Yes", describe the outdoor structure(s) or the expanse of open or clear ground fully enclosed by a physical barrier:

Not applicable.

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Describe the method(s) used to ensure that any marijuana at the marijuana cultivation facility cannot be observed by the public from outside the facility:

The two entrances to the facility will be closed and locked at all times, except when a licensee, employee, or vehicle is entering or exiting the building. The two windows in the building are barred and blacked out so that persons cannot see into the facility. All activities related to the cultivation of marijuana, including watering, trimming, harvesting, processing, packaging, labeling, and preparation for transport, will be done inside the building while both entrances are locked and secure. There will be no indication to the public via signs or other depictions that marijuana is being cultivated within the building. Members of the public will be dissuaded from entering the property surrounding the licensed premises by means of posted "No Trespassing", "No Loitering", and video surveillance in use signs.

I certify that as a marijuana cultivation facility, I will submit monthly reports to the Department of Revenue and pay the excise tax required under AS 43.61.010 and 43.61.020 on all marijuana sold or provided as a sample to a marijuana establishment, as required under 3 AAC 306.480.

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

Chad Aurentz

Printed name

Subscribed and sworn to before me this 1st day of June, 20 17.

SARAH D. OATES
My Commission Expires
NOTARY PUBLIC
With Office
STATE OF ALASKA

Notary Public in and for the State of Alaska.

My commission expires: w/office