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:

- Control plan for persons under the age of 21
- Security
- Business records
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Health and safety standards
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising

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 & Contact Information

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

Licensee:	Great Northern Retail Stores, Inc.	**MJ License #:**		20366	
License Type:	Retail Marijuana Store				
Doing Business As:	Great Northern Cannabis				
Premises Address:	2600 E. Tudor				
City:	Anchorage	**State:**	Alaska	**ZIP:**	99507

Mailing Address:	645 G Street, Suite 100-907				
City:	Anchorage	**State:**	Alaska	**ZIP:**	99501

Designated Licensee:	Stephen W. Brashear		
Main Phone:	(907) 887-6543	**Cell Phone:**	(907) 887-6543
Email:	licensing@greatnortherncannabis.com		

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Section 2 – Control Plan for Persons Under the Age of 21

2.1. 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:

Under no circumstances will any person under 21 years of age or any person who does not produce a valid form of identification be permitted to enter the facility. A valid form of identification includes: (1) an unexpired, unaltered passport; (2) an unexpired, unaltered driver's license; instruction permit, or identification card of any state or territory of the United States, the District of Columbia, or a providence of Canada; and (3) an identification card issued by a federal or state agency authorized to issue a driver's license or identification card. All employees will be thoroughly trained to recognize the inconsistencies of a forged identification, and will be given a guidebook to help verify identification cards from other states and countries.

See Attachment A for additional information.

Section 3 – Security

Restricted Access Areas (3 AAC 306.710):

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

Great Northern Retail Stores, Inc. will implement a comprehensive security plan to secure the premises and restricted access areas as described in 3 AAC 306.710. There will be only one point of public access entry to the building, and that doorway will lead into a vestibule/arctic entry which will lead into a retail area. Located at the vestibule door, immediately upon entry into the store, potential customers will be greeted by a Great Northern Retail Store, Inc. employee. The employee greeting customers will immediately ask the potential customer to a produce a valid for of photo identification to prove they are at least 21 years of age. Any persons under the age of 21 will be refused entry and asked to immediately leave the premises. There will be no marijuana or marijuana product or displays in the immediate vicinity of the entrance to prohibit visibility to any person who improperly attempts to enter the retail store.

Although only areas behind the primary cannabis counter, the inventory storage room, and other parts of the building will be considered restricted access areas (see premises diagram), the entire retail cannabis store will be managed with limited access.

See Attachment B for additional information.

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

Visitors will be admitted into the premises in accordance with 3 AAC 306.710(c). All visitors will be required to provide a valid form of photo identification as described in 3 AAC 306.350 to verify age before entering the retail store or a restricted access area. All employees will be trained to properly review identification for authenticity and accuracy.

If any of the documentation appears to be fraudulent, altered, suspicious, or invalid, then the individual will not be allowed to enter the facility and will be asked to leave the premises. All employees and licensees will receive training on fake identification and the signs that a legitimate identification card has been altered. Visitors to the premises will be supervised at all times by an authorized employee, and no more than five (5) visitors will be allowed in a restricted area per each employee or licensee at a time as described in 3 AAC 306.710(b).

See Attachment C for additional information.

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3.3. Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee, or agent while on the premises, and of visitor identification badges that will be worn by all visitors while in restricted access areas:

See Attachment D.

Security Alarm Systems and Lock Standards (3 AAC 306.715):

3.4. Exterior lighting is required to facilitate surveillance. Describe how the exterior lighting will meet this requirement:

Exterior areas will be equipped with exterior lighting sufficient to facilitate surveillance. Lights will be installed to adequately illuminate the exterior exposures of the building. High definition exterior-grade surveillance cameras with infrared technology will also be installed outdoors on the front, rear and sides of the building. Cameras will be placed in a manner sufficient to protect them against vandalism or tampering, such as at relatively high elevations.

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3.5. An alarm system is required for all license types that must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe the security alarm system for the proposed premises, explain how it will meet all regulatory requirements, and outline your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when the alarm system alerts of an unauthorized breach:

Great Northern Retail Stores, Inc. will utilize a combination of policies, procedures, a state-of-the-art security alarm system, and 24-hour video surveillance equipment to protect the proposed premises against diversion, theft, and access of the premises by individuals under the age of 21 years.

The company's security alarm system will be designed by Valkyrie Security, a licensed professional security firm that has demonstrated its knowledge of the regulations. The alarm system will be activated on all exterior doors and windows by the last employee leaving the premises at closing time. Great Northern Retail Stores, Inc. will develop a procedure for walking throughout the facility to ensure that all doors are closed, locked, and secured prior to leaving the building and activating the alarm system. Each supervisory employee will receive training on the procedure as part of the routine process for closing the facility after business hours. The alarm system will be monitored by a third party security firm. In the event that an alarm is triggered, the third party security firm will notify law enforcement officials and the designated licensee.

In the event of unauthorized breach, the designated licensees will immediately be called by the third-party security monitoring service and law enforcement will be dispatched to the facility. In accordance with 3 AAC 306.720(e), the designated licensee or another senior member of the management team will notify the Alcohol & Marijuana Control Office as soon as reasonably practicable, but not more than than 24 hours following any unauthorized access to the premises or discovery of evidence or circumstance that reasonably indicate theft, diversion, of unexplained disappearance of marijuana, marijuana products, or money from the licensed premises. See Attachment E for additional information.

3.6. Describe your policies and procedures for preventing diversion of marijuana or marijuana product, including by employees:

In compliance with 3 AAC 306.7.15(c)(1), Great Northern Retail Stores, Inc. has a zero tolerance policy for the diversion of marijuana. Marijuana will be entered into the Metrc system and tracked throughout the normal processes of the facility, including receipt of wholesale cannabis, packaging, storage, and selling processes. If the tracking system shows a potential diversion of marijuana, the management team will initiate an investigation which will include employee interviews, review of video surveillance, review of system login records, and immediate notification of the Alcohol & Marijuana Control Office.

See Attachment F for additional information.

3.7. Describe your policies and procedures for preventing loitering:

Great Northern Retail Stores, Inc. will have a "No Loitering" sign clearly posted on the exterior of its facility. If a person is suspected of loitering outside the establishment, he or she will be given a verbal warning and instructed to leave the premises. If a loiterer refuses to leave, law enforcement authorities will be contacted. Employees will receive training on how to remain alert for loitering inside and outside of the premises and how to respond when it occurs. Staff will maintain a consistent and visible presence around the property to deter loitering. Security camera footage will also be reviewed as needed to ensure that loitering is not occurring outside the premises.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

3.8. I certify that if any additional security devices are used, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm, to enhance security of the licensed premises, I will have written policies and procedures describing their use. SB

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Video Surveillance (3 AAC 306.720):

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

3.9. The video surveillance and camera recording system for the licensed premises covers each restricted access area, and both the interior and exterior of each entrance to the facility. SB

3.10. Each video surveillance recording: is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing (consistent with the Alcohol & Marijuana Control Office's approved format list); clearly and accurately displays the time and date; and is archived in a format that does not permit alteration of the recorded image. SB

3.11. The surveillance room or area is clearly defined on the Form MJ-02: Premises Diagram that is submitted with this application. SB

3.12. 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 where access is limited to the licensee(s), an authorized employee, and law enforcement personnel (including an agent of the Marijuana Control Board). SB

3.13. Describe how the video cameras will be placed to produce a clear view adequate to identify any individual inside the licensed premises, or within 20 feet of each entrance to the licensed premises:

Surveillance cameras will be installed to record a full view of the exterior of the premises, installed on both sides of all doors (interior and exterior), and installed throughout the restricted and non-restricted access areas such that individuals and activities can be clearly identified without blockage of lighting, fixtures, or other equipment as described in 3 AAC 306.720(b). All surveillance cameras will have a recording resolution of at least 1920 x 1080 at 30 fps, and will be capable of clear night time recording with the use of infrared technology. As part of our commitment to the security of our employees, community and overall public safety, Great Northern Retail Stores, Inc. will maintain a comprehensive security plan that will focus on ensuring security of the overall premises including restricted access areas as outlined in 3 AAC 306.710(a). Cameras will be positioned at the right angle to get the clearest view of any person within 20 feet of each entrance including windows, along the exterior walls of the facility, and inside the restricted areas. Cameras with adequate coverage will also be installed such that no blind spots exist. Surveillance cameras will be installed around the exterior of the premises and throughout the interior of the premises such that individuals and activities can clearly be identified upon review of the camera feed. In total, 24 surveillance cameras will be installed at the retail store. See Attachment G for the Camera Layout.

3.14. Describe the locked and secure area where video surveillance recording equipment and original copies of surveillance 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 Marijuana Control Board. If you will be using an offsite monitoring service and offsite storage of video surveillance records, your response must include how the offsite facility will meet these security requirements:

Pursuant to 3AAC 306.720(b) surveillance recording equipment and records will be housed in a locked cabinet in a secure area that is accessible only to the marijuana establishment licensee or authorized employees and to law enforcement personnel including an agent of AMCO or the Marijuana Control Board. Great Northern Retail Stores, Inc. may use an off-site monitoring service and off-site backup storage of video surveillance records as long as security requirements at the off-site facility are at least as strict as on-site security requirements described in this section. Internal access to video surveillance records by authorized personnel will be logged by name, date, record accessed, and time. The security cabinet will be housed in the secure storage room as shown in the premises diagram. It will house all supporting security and camera equipment and will be locked by access control and electric strikes to insure the integrity of all security supported hardware for the licensed facility. The room will be climate controlled to protect hardware from overheating.

See Attachment H for additional information.

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Section 4 – Business Records

Review the requirements under 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.

4.1. I certify that the following business records will be maintained and kept on the licensed premises: Initials

a. **all books and records necessary to fully account for each business transaction conducted under my license for the current year and three preceding calendar years** *(records for the last six months must be maintained on the licensed premises; older records may be archived on or off-premises)*; SB

b. **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;** SB

c. **the business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises;** SB

d. **records related to advertising and marketing;** SB

e. **a current diagram of the licensed premises, including each restricted access area;** SB

f. **a log recording the name, and date and time of entry of each visitor permitted into a restricted access area;** SB

g. **all records normally retained for tax purposes;** SB

h. **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;** SB

i. **transportation records for marijuana and marijuana product, as required by 3 AAC 306.750(f); and** SB

j. **registration and inspection reports of scales registered under the Weights and Measures Act, as required by 3 AAC 306.745.** SB

4.2. 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:

1. Records Retention Policy
Great Northern Retail Stores, Inc. will maintain a records retention policy on which licensees, employees, and company agents will receive training. The retention policy will pertain to all company records (both hard and electronic copies), and it will address retention and maintenance compliance with 3 AAC 306.755, and personnel responsibilities with respect to record keeping. All electronic records will be backed up and maintained on an off-site platform (e.g., cloud based, Dropbox, etc.).

2. Administration
A member of the senior management team will serve as the administrator of the policy with responsibility for supervising and coordinating retention of records in compliance with the company's retention schedule as described within this section. The administrator may modify the records retention policy as necessary to comply with statute, local ordinances, and regulations or to edit existing record categories or add new ones as necessary.

See Attachment I for additional information.

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Section 5 – Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730. All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with Metrc 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 is propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a marijuana product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

5.1. My marijuana establishment will be using Metrc, and if any other tracking software is used, it will be capable of sharing information with Metrc. SB

5.2. All marijuana delivered to a marijuana establishment will be weighed on a scale registered in compliance with 3 AAC 306.745. SB

5.3. My marijuana establishment will use registered scales in compliance with AS 45.75.080 (Weights and Measures Act), as required by 3 AAC 306.745. SB

Section 6 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700. All licensees, and every 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, must obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

6.1. All licensees, and each 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. SB

6.2. 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 licensed premises) when on the licensed premises. SB

6.3. 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. SB

6.4. Describe any in-house training that will be provided to employees and agents (apart from a marijuana handler course):

All employees will be required to have a marijuana handler's permit as required by 3 AAC 306.425 and 3 AAC 306.700. Email ticklers will be generated and directed to the responsible manager to remind them when an employee's marijuana handler's permit is due to expire in 90 days. The responsible manager will follow up with employees when it's time to renew their marijuana handler's permit. New employees will be carefully supervised and instructed on Great Northern Retail Stores, Inc. standard operating procedures and state and local regulations. New employees will complete training on Metrc, security procedures, and compliance matters until they are familiar with standard procedures, policies, and practices, and demonstrate that they can be successful in the position.

See Attachment J for additional information.

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Section 7 – Health and Safety Standards

Review the requirements under 3 AAC 306.735.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box:	Initials
7.1. I understand that a marijuana establishment is subject to inspection by the local fire department, building inspector, or code enforcement officer to confirm that health or safety concerns are not present.	SB
7.2. I have policies regarding health and safety standards (including: ensuring a person with an illness or infection does not come into contact with marijuana or marijuana product; good hygienic practices; cleaning and maintenance of equipment and the premises; pest deterrence; chemical storage; sanitation principles; and proper handling of marijuana and marijuana product) and will take all reasonable measures and precautions to ensure that they are met or exceeded.	SB
7.3. I have policies to ensure that any marijuana or marijuana product that has been stored beyond its usable life, or was stored improperly, is not salvaged and returned to the marketplace.	SB
7.4. I have policies to ensure that in the event information about the age or storage conditions of marijuana or marijuana product is unreliable, the marijuana or marijuana product will be handled in accordance with 3 AAC 306.735(d).	SB

Answer "Yes" or "No" to each of the following questions:	Yes	No
7.5. Adequate and readily accessible toilet facilities that are maintained and in good repair and sanitary condition are clearly indicated on my Form MJ-02: Premises Diagram.	✓	
7.6. Convenient handwashing facilities with running water at a suitable temperature are clearly indicated on my Form MJ-02: Premises Diagram.	✓	

7.7. If you answered "No" to either 7.5 or 7.6 above, describe how toilet and/or handwashing facilities are made accessible, as required by 3 AAC 306.735(b)(2):

Section 8 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750.

8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product:

Preparing, packaging, and labeling of marijuana will comply with all regulatory requirements as described in 3 AAC 306.345. Special procedures will be in place to maintain sanitation when packaging the marijuana. The maximum quantity of marijuana per package being sold to licensed manufacturing facilities and retail stores will not exceed five (5) pounds, and registered scales will be used when weighing marijuana. Each of the required statements, as described in 3 AAC 306.475, will be included on all marijuana labels.

See Attachment K for additional information.

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You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

8.2. 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. SB

8.3. 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. SB

8.4. 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. SB

8.5. 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. SB

8.6. 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. SB

8.7. 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. SB

8.8. The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest. SB

Section 9 – Signage and Advertising

Review the requirements under 3 AAC 306.770.

9.1. Describe any signs that you intend to post on your establishment, including quantity, dimensions, graphics, and location on your establishment (photos or drawings may be attached):

In accordance with 3 AAC 306.360, a total of three signs with the business name and logo will be posted on the exterior of the four-sided establishment (one sign on each of three sides excluding the rear). The signs will each be less than 4,800 square inches in size. The signs will also be compliant with local municipal code. If Anchorage Municipal Code is amended to mirror state regulation, Great Northern Retail Stores, Inc. would move to install a free-standing sign in place of one of its three signs attached to the establishment.

Great Northern Retail Stores, Inc. will also post signs on the exterior of its building, including statements such as "No One Under 21 Years of Age Allowed", "No Loitering", "No Smoking", and "24-Hour Surveillance". Each of the warning signs will be at least 12 inches long and 12 inches wide, with letters at least one-half inch in height and in high contrast to the background of the sign.

See Attachment L for photos.

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9.2. Describe any advertising you intend to distribute for your establishment. Include medium types and business logos (photos or drawings may be attached):

See Attachment M.

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

Signature of licensee

Stephen W. Brashear

Printed name of licensee

KRISTEN ROBERSON
Notary Public
State of Alaska
My Commission Expires Jan 28, 2023

Notary Public in and for the State of Alaska

My commission expires: 01/28/2023

Subscribed and sworn to before me this 10 day of June, 20 19.

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Attachments

ATTACHMENT A: 2.1. 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

ATTACHMENT B: 3.1. Describe how you will prevent unescorted members of the public from entering restricted access areas

ATTACHMENT C: 3.2. Describe your recordkeeping and processes for admitting visitors into and escorting them through restricted access areas

ATTACHMENT D: 3.3. Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee, or agent while on the premises, and of visitor identification badges that will be worn by all visitors while in restricted access areas

ATTACHMENT E: 3.5. An alarm system is required for all license types that must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe the security alarm system for the proposed premises, explain how it will meet all regulatory requirements, and outline your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when the alarm system alerts of an unauthorized breach

ATTACHMENT F: 3.6. Describe your policies and procedures for preventing diversion of marijuana or marijuana product, including by employees

ATTACHMENT G: 3.13 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

ATTACHMENT H: 3.14. Describe the locked and secure area where video surveillance recording equipment and original copies of surveillance 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 Marijuana Control Board. If you will be using an offsite monitoring service and offsite storage of video surveillance records, your response must include how the offsite facility will meet these security requirements

ATTACHMENT I: 4.2. 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

ATTACHMENT J: 6.4. Describe any in-house training that will be provided to employees and agents (apart from a marijuana handler course)

ATTACHMENT K: 8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product **(1 of 2)**

ATTACHMENT K: 8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product **(2 of 2)**

ATTACHMENT L: 9.1. Describe any signs that you intend to post on your establishment with your business name, including quantity, dimensions, graphics, and location on your establishment (photos or drawings may be attached)

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ATTACHMENT M: 9.2. Describe any advertising you intend to distribute for your establishment. Include medium types and business logos (photos or drawings may be attached)

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(Additional Space as Needed):

Attachment A.

2.1. 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: (continued)

Great Northern Retail Stores, Inc. takes the responsibility of controlled access very seriously. Upon entry through the front doorway to the retail marijuana store potential customers will greeted by an employee who will be trained to check photo identification for age verification. Entrants will be continuously monitored and anyone without valid photo identification will be refused further entry into the store.

In addition to the strict access control, all employees that work the cash registers will be trained to check photo identification for purposes of age verification. Every customer will be required to present a valid form of photo identification at the cash register before completing a transaction. Based on this approach, every customer entering the retail marijuana store will be required to present a valid form of photo identification multiple times. The immediate check for valid photo identification upon immediate entry of the retail marijuana store in combination with the redundancy in checking valid photo identification at the point of sale will ensure that persons under the age of 21 years do not gain access to the licensed marijuana retail store or the marijuana sold therein.

Routine internal audits, extensive employee training, company policies and procedures, and 24-hour camera surveillance will all be used to verify and ensure Great Northern Retail Stores, Inc.'s compliance with the regulations.

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(Additional Space as Needed):

Attachment B.

3.1. Describe how you will prevent unescorted members of the public from entering restricted access areas: (Continued)

The entire Great Northern Retail, Inc. retail store will have carefully managed access to ensure that all visitors are at least 21 years of age, to eliminate the risk of marijuana diversion, to comply with the fire code, and to ensure that every customer has a pleasant experience. A staff member will continuously monitor the front entry doorway of the store at all times. All potential customers will be required to present valid photo identification for age verification before entering the retail cannabis store. In addition, customers will be required to present photo identification at the point of sale before purchasing marijuana products. The redundancy will ensure that only adults ages 21 years or older with valid photo identification are able to access cannabis.

There will be two additional points of egress (one on the south wall and one on the east wall); however, visitors will not have access to them unless absolutely necessary in the event of an emergency. The additional points of exit will be locked to outside use, and they may only be opened from the inside. All visitors will only have entry access through the primary front entrance to the premises from the parking lot.

As required under 3 AAC 306.710, access will be restricted to any part of the licensed premises where marijuana or marijuana product is stored or stocked and each entrance to a restricted access are will be market with a sign that reads, "Restricted access area. Visitors must be escorted." All visitors that need to enter a restricted access area will be required to present valid photo identification to prove they are at least 21 years of age, obtain a visitor identification badge, and be escorted at all times by a designated licensee or employee. Visitors of restricted access areas will be required to present a valid photo identification as described in 3 AAC 306.350(b).

All visitors of a restricted access area will be directly supervised by an authorized employee or licensee, and no more than five (5) visitors will be assigned to a single employee or licensee at a time as mandated under 3AAC 306.710(b).

High definition surveillance cameras will be installed throughout the premises. Surveillance cameras will also be installed outside of the building.

The entire premises, including the restricted access area, will be protected by 24-hour video surveillance equipment and security features including door contacts and locks on all exterior doors and the door between the visitor control room and the restricted area. All surveillance data will be preserved and readily accessible in a format easily accessed for viewing for up to 40 days as required under 3 AAC 306.720(e).

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(Additional Space as Needed):

Attachment C.

3.2. Describe your record keeping and processes for admitting visitors into and escorting them through restricted access areas: (Continued)

All visitors to the restricted access area will be required to sign into the visitor log, which will include name, date, time in, time out, form of identification, and name of the supervising employee as required under 3 AAC 306.755(6). The the visitor log for each day will be placed in the facility's central files per company record keeping policies. All visitors will be provided specific instructions not to touch cannabis products or equipment, not to enter any area without the supervising employee/licensee, and not to take any photographs without prior authorization by a member of the management team. In addition, visitors will be advised to comply with sanitation requirements including the requirement to disclose any illness or open sores that may impact the sanitation of the facility and its products as per 3 AAC 306.735(1).

Visitors may include staff or directors from the Alaska Marijuana Control Board, law enforcement personnel, potential employees, potential investors, property landlord, municipality personnel, contracted service personnel, vendor/supplier personnel, and professional consultants.

Visitor passes will be provided to individuals accessing the restricted access areas due to marijuana related business or other valid purposes who present valid identification to verify that they are at least 21 years of age. Marijuana establishments delivering marijuana will be required to provide a valid marijuana handlers card, an identification badge from their marijuana establishment, and licensing information after which time they will receive a visitor pass and will be escorted by an authorized employee/licensee at all times.

Identification badges may not be duplicated, loaned to anyone, or taken off the premises after the end of a work shift. Exceptions apply only to staff that must carry their badge off site for valid business reasons and senior managers who must be able to open the facility each day.

All visitors escorted into the restricted access areas will be required to sign the visitor log which will be stored in the records as required by 3 AAC 306.755(6) including visitor name, date, time in, time out, form photo identification, name of agency/organization, and name of the supervising employee/licensee. Visitor records will be maintained as a permanent file.

Pursuant to 3 AAC 306.755, all business records that are six (6) months old or newer will be maintained in a secured cabinet at the licensed premises for immediate access. Records that are older than six (6) months will be provided within three (3) business days of the request.

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(Additional Space as Needed):

Attachment D.

3.3. Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee, or agent while on the premises, and of visitor identification badges that will be worn by all visitors while in restricted access areas:

While present on the premises, employees will be required to carry a company-issued photographic identification badge as required under 3 AAC 306.710(c), as well as their marijuana handler's card.

Identification badges will be issued on the first day of employment, and each employee will receive one regardless of whether they are full-time or part-time. Employees that fail to display their identification badge, marijuana handler's card, or other required documents upon request by company management, law enforcement officers, or Marijuana Control Board staff or Directors may face disciplinary action including termination of employment.

No employee may access the restricted access area without his/her photographic badge and marijuana handler's card. The restricted access area includes the area behind the primary cannabis counter in the retail cannabis store, the inventory storage room, and other areas in the back office (see Premises Diagram). Employees may be asked to use their badges to enter restricted access areas and for identification in the case of an emergency. Employees are required to return badges on their last day of employment. Access to the different areas of the facility will vary by staff member,
and personnel will only be granted access to restricted access areas that apply directly to their work duties.

Great Northern Retail Stores,Inc. will ensure that every licensee, as well as any employee or agent who is required or permitted to be physically present on the licensed premises at any time per 3 AAC 306.425 and 3 AAC 306.700 will obtain a marijuana handlers card as provided in 3 AAC 306.700 before being present or employed at the facility's licensed premises and it must be in the person's immediate possession, or a valid copy on file on the premises at all times. Applicants will have a marijuana handlers permit card before beginning employment on the licensed premises with Great Northern Retail Stores, Inc.

On the following pages find the security packet for identification badge samples and additional information.

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1150 S. Colony Way, STE #3, PMB #307
Palmer, AK. 99645
907-841-2255
valkyriesap@outlook.com
www.valkyriesap.com

Security Packet
For

Great Northern Retail Services, INC.
License #20366
2600 E. Tudor Rd.
Latitude 61.180700
Longitude -149.831780
Anchorage, Alaska

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Form MJ-01: Marijuana Establishment Operating Plan

Section 2 – Security

Page 2,

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

Restricted Access Areas (3 AAC 306.710): As part of our commitment to the security of our employees, community and overall public safety (as outlined in the Cole Memorandum, 2013), Great Northern Retail Stores INC. will maintain a comprehensive security plan that will focus on ensuring the overall premises, restricted access areas as outlined in 3 AAC 306.710(a). All surveillance cameras will have a recording resolution of at least 1920 x 1080, and will be capable of clear night time recording with the use of infrared technology. Cameras will be positioned at the right angle to get the clearest view of any person within 20 feet of each entrance, along the exterior walls of the facility, and inside the restricted areas. Cameras with adequate coverage will be installed in the packaging/labeling room, and security/cash room such that no blind spots exist. High-definition surveillance cameras will be installed around the exterior of the premises and throughout the interior of the premises such that individuals and activities can clearly be identified upon review of the camera feed.

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

Pursuant to **3AAC 306.710(c)(2)** obtain a visitor identification badge before entering the restricted access area; and

(1) Ultra-Electronics 30 MIL CR80 Access security cards will be issued to marijuana establishment licensee or authorized employee, and to law enforcement personnel including an agent of the board. Allowing for limited access to restricted areas.

(2) Doors with entrance and exit access to property will be monitored with Honeywell Door contacts that will trip the alarm system in the event a door contact is activated. The system will be active when alarm has been armed.

a. Vivotek USA Inc FD-8169A Dome Network Cameras. VIVOTEK's FD-8169A is a economic professional indoor/outdoor dome network cameras in VIVTOTEK's 2MP Lite series which offer up to 15 fps at 2-Megapixel or 30 fps at 1080p resolution. Equipped with a new high resolution image sensor, different from other 2MP cameras, the FD-8169 provides sharper image quality and finer detail. And with powerful 3D Noise Reduction technology and Smart Stream technology the FD-8169 can also optimize resolution for a desired object or area to maximize efficiency of bandwidth usage.

To create the perfect focus required to reap the benefits of higher resolutions, VIVOTEK's FD-8169A provides remote focus with built-in stepping motors and P-iris for precise adjustment remotely. And for providing higher resolution in outdoor and harsh environments, VIVOTEK's FD-8169A series is also armed with IP66-rated housing to help the camera body withstand rain, dust and high pressure water jets from any direction, while its IK10-rated housing provides protection

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against acts of vandalism or other impacts. Additionally, a wide operating temperature range further improves the FD-8169 performance and reliability in extremely cold or warm weather, even when using PoE.

With the highly flexible VADP (VIVOTEK Application Development Platform), users can extend the features of this series by adding third-party applications for the FD-8169A. Thus the FD-8169A series is not only equipped with multiple focusing methods and wide temperature range options, but ideal for a wide variety of applications.

Key Features: • 2-Megapixel CMOS Sensor • 15 fps @ 2560x1920, 30 fps @ 1920x1080 • 3 ~ 9 mm, Vari-focal, Remote Focus, P-iris Lens (FD-8169) • Removable IR-cut Filter for Day & Night Function • Built-in IR Illuminators, Effective up to 30 Meters • Smart IR Technology to Avoid Overexposure • Smart Stream to Optimize Bandwidth Efficiency • WDR Enhancement for Unparalleled Visibility in Extremely Bright and Dark Environments • 3D Noise Reduction for Low-light Conditions • Two-way Audio • Video Rotation for Corridor View • Weather-proof IP66-rated and Vandal-proof IK10-rated Housing • Extreme Weather Support with PoE (FD-8169A) • VIVOTEK VCA (Video Content Analysis) Support

Certifications: FD-8169A: CE, LVD, FCC Class A, VCCI, C-Tick, UL FD-8169 -F3/-EF3: CE, LVD, FCC Class A, VCCI, C-Tick

Operating Temperatures: FD-8169A -T/-F3: Starting Temperature: -10°C ~ 50°C (14°F~ 122°F) Working Temperature: -20°C ~ 50°C (-4°F~ 122°F FD-8169 -ET/-EF3: Starting Temperature: -40°C ~ 50°C (-40°F ~ 122°F) Working Temperature: -50°C ~ 50°C (-58°F ~ 122°F)

System Requirements: Operating System Microsoft Windows 7/8/Vista/XP/2000, Web Browser Mozilla Firefox 7~10 (Streaming only) Internet Explorer 7/8/9/10/11, Other Players VLC: 1.1.11 or above QuickTime: 7 or above

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

(1) Visitors will be admitted into the premises in accordance with 3 AAC 306.710(c). All visitors will be required to provide a valid photo identification as outlined by 3 AAC 306.350 to assess age and ability to enter the premises and includes; an unexpired, unaltered passport, an unexpired, unaltered drivers license; instruction permit, or identification card of any state or territory of the United States, the District of Columbia or a province of Canada or an identification card issued by a federal or state agency authorized to issue a driver's license of identification card. If any of the documentation appears to be fraudulent, is not valid or appears suspicious, the individual will be asked to leave the premises and will not be allowed to enter the facility.

Visitors to the premises will be supervised at all times by an authorized employee and no more than five (5) visitors will be allowed per each employee on duty at a time pursuant to (3 AAC 306.710 (b). All visitors will be required to sign visitor log and will be stored in the visitor record with the following information per 3 AAC 306.755(6); name, date, time in and out, copy of identification and signature of supervising employee. Visitors will include; Landlord (as applicable), contracted service personnel, vender delivery personnel, potential employees, vender/suppliers and consultants.

Visitor Agreement: Visitors will be given instructions regarding not touching plants/products or entering in any area that the supervising employee has not designated as a visiting area. Visitors will not be allowed

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to take pictures of the facility unless authorized by management and will sign an agreement attesting to the above information.

Visitors will abide by all sanitation requirements including; entry procedures (i.e. antibacterial procedures, changing into provided coats, footwear, and caps as applicable), exit procedures (i.e. entering changing room, removing provided sanitary clothing, gathering items and immediately exiting the building) and informing company of any illnesses that could affect the sanitation of the overall cultivation facility as applicable to 3 AAC 306.440.

Visitor passes will be provided to individuals over the age of 21 (with valid identification) accessing the building due to marijuana related business. Marijuana establishments delivering or picking up marijuana will be required to provide a valid marijuana handlers card, their marijuana establishments identification badge, will receive a visitors pass and will be escorted by authorized personnel at all times. Visitor Badge sample below:

Identification badges, visitor passes, keys and security codes are issued through the ownership or management team, are the sole property of Great Northern Retail Stores INC. and can be revoked at any time due to inappropriate use. Identification badge may not be duplicated or loaned to anyone at any time.

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Page 3,

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

Great Northern Retail Stores INC.

First Name	Last Name	Time In	Time Out	DL#	Badge Number	Assigned Escort

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

Great Northern Retail Stores INC. will ensure that each licensee, employee or agent who is required or permitted to be physically present on the licensed premises at any time per 3 AAC 306.425 and 3 AAC 306.700 will obtain a marijuana handlers card as provided in 3 AAC 306.700 before being present or employed at the Retail facility's licensed premises and it must be in the person's immediate possession, or a valid copy on file on the premises at all times. Applicants will have a marijuana handler's card before accepting employment with Great Northern Retail Stores INC.

During work hours employees will be required to carry an identification badge issued by Great Northern Retail Stores INC. that is visible and identifies the employee by name and picture 3 AAC 306.710(c). Employees are responsible for maintaining the security of their identification badges after hours by not leaving it visible to the public (i.e. vehicles) and are responsible for notifying management immediately if their badge or Marijuana

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Handlers Card is lost or stolen at which point management personnel will make a note in the employees file, issue a new card with a new employee identification number. Identification badges will be issued the first day of employment and will be issued to full-time part-time employees. Badge sample below:

Employees that fail to display their identification badge, marijuana handlers card or other required documents to company management, enforcement officers, peace officers and the Marijuana Control Board staff or Director may be grounds for termination or face disciplinary action. Great Northern Retail Stores INC. will utilize a progressive disciplinary action plan for minor incidences that do not require immediate termination. The disciplinary action plan consists of a verbal warning, written warning, corrective action or performance improvement plan and then termination if the plan is not followed or infractions continue to occur. Employees may be asked to show their identification badges to the above mentioned entities as well as will be used to enter restricted access areas and for identification in the case of an emergency. Employees are required to return badges on their last day of employment. Only authorized personnel and employees will have access to restricted access areas that apply directly to their work. Contracted workers will be required to obtain an identification badge before beginning work and must be turned in at the end of each work shift. Restricted access areas include security rooms, storage rooms and point of sales and any others required. Only five (5) visitor passes will be issued at a time per employee and all visitors will be supervised at all times by the employee.

In order to further security for the premises and ensure we are abiding by strict security standards, only authorized employees (i.e. management, etc.) will have access to security system information including entrance keys and codes to arm and disarm the security system. Authorized employees will be provided entrance keys that state "do not duplicate", individual panic buttons and will be kept in a responsible and secure manner at all times within their possession. Security codes for entrance and arming/disarming the system will be unique to each employee ensuring that the identity of the person arming and disarming the alarm system is logged and tracked. Only authorized employees will have access to the locked and secure storage of the security equipment including video surveillance feeds, safe and secure business documents as per 3 AAC 306.720(d). All areas stated will have video surveillance feed in order to ensure higher security standards.

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Page 4,

Security Alarm Systems and Lock Standards (3 AAC 306.715):

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

(1) Pursuant to **3 AAC 306.715(c)(2)** a security alarm system on all exterior doors and The Licensed Facility will have

a. Honeywell Intrusion security package installed consisting of the following equipment:3-6160 Keypads (located in main entrance points to the building), 5-Aurora PIR motion detectors, 2-Wave2 2-Tone Sounder, 467 Battery, 620 Jack and 621 Cord.

b. 5 Honeywell sensors with: Advanced ASIC-based processing, Split-zone optics technology, totally silent relay operation, Immune to pets up to 40 lbs, Tamper proof design, PIR motion sensor with an Ultra-low current.

c. 2 Panic Switches located around the licensed premises.

d. Security system will be monitored by a third party monitoring agency 24/7. In the event of an alarm activation local law enforcement and the business owner will be notified.

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:

(1) The alarm system will be monitored by a third party agency. Alarm WATCH/COPS 2000, certifications include IQ Certified Central Station (One of first in nation), UL Certified Facility, UL Certified Operators, SIA Certified Operators., SIA Central Station Trained Instructors, APCO Certified Operators and - FARA and Federal UL 2050. Supporting Alarm Communications and Interactive Service from Every Major Manufacturer
The list includes Connect 24, C24 Interactive, Alarm NET, AES, Uplink, DMP Internet, Tellular, Alarm.com. Based in Maryland with monitoring centers nationwide that are staffed 24 hours a day, 7 days a week. During non-business hours monitoring of all devices (Motion Detectors, door contacts and GE Glass break detectors) within the system will be active and monitored. In the event of a security breach of the licensed premises an interior sounder will be activated immediately, an alarm signal will be received by the monitoring center who will notify security, local law enforcement and the licensee.

Page 5,

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

Owners, employees, visitors and other individuals will be held to a zero tolerance policy on the diversion

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of marijuana (3 AAC 306.715(c)(1)). The electronic tracking system will be used to ensure diversion of marijuana does not occur throughout the normal processes of the Retail facility. Marijuana will be entered into the system and tracked throughout the packaging and selling process. If the tracking system shows potential diversion of product authorized personnel will initiate an investigation that will include; talking to employees on shift, assessing last log in's to the system and product in question, notifying the Marijuana Control Board and reviewing video feed.

In addition to the above, authorized personnel will randomly check video feed for potential diversion (1x per week), will supervise all visitors and require them to remain in the building until law enforcement arrives if diversion is suspected, restrict access to restricted areas where marijuana or cash are present as well as will provide information pertaining to the consequences of breaking the policy. Consequences include notifying law enforcement, immediate termination, visitor access removal and prosecution of crimes.

Describe your policies and procedures for preventing loitering:

(1) Staff will perform routine but unscheduled patrols. Loiterers will be asked to leave when discovered and law enforcement will be called if continued loitering persists.

(2) Great Northern Retail Stores INC. will operate under a "no loitering" policy that will limit individuals from standing or waiting without purpose on the premises as accordingly under 3 AAC 306.715(c)(2). During business hours employees will be provided training on the importance of limiting loitering and learn skills to verbally remove individuals from the premises. If individuals are unwilling to leave the premises or continue to loiter in the general area, law enforcement/peace officers will be notified and employees will follow the recommendations of law enforcement.
Employees will not engage in discussions with minors or other individuals outside the building about the marijuana establishment, around the establishment or to promote marijuana use to individuals under the age of 21 years. Employees will conduct random perimeter checks in order to address loitering issues in a timely manner. The exterior building will have "No Loitering" signs placed on the front of the building. Loitering will be defined as; to stand or wait around idly or without apparent purpose.

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:

(1) Motion detectors and Shock Sensors are utilized for afterhours monitoring of the interior of the licensed premises.

(2) Duress and panic switches are easily accessible to facilitate a response by public safety and security in an efficient manner and will be utilized by licensee, employees and agents during business hours. These devices are silent alarms and will be activated in the event of a security breach in progress such as robbery, or in the event of an assault on the premises.

(3) All key pads will be programmed with a silent medical and fire duress option to alert medical personnel or fire fighters in the event of a medical emergency or fire.

(4) Any use of the duress or panic buttons will notify the monitoring center by silent alarm, giving the appropriate agency information that a security breach is in progress and to use extreme caution when approaching.

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Page 6,

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:

(1) The licensee, all employees and agents shall assist in any way to help law enforcement by providing detailed descriptions of person/persons and events leading up to the breach in security. The licensee, employees and agents shall protect and preserve any evidence or area where the breach occurred, restricting access to the area and not disturbing anything until law enforcement arrives.

Page 7,

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:
Security cameras will consist of Vivotek USA Inc FD-8169A Dome Network Cameras. All security cameras will be positioned in such a manner as to get the most identifiable view of anyone within 20 feet of their line of sight at each entrance and along the exterior and interior of each Restricted Access Area. Cameras will be placed at a height of 12 feet to insure unobstructed viewing of all product, plants and persons insuring all are captured on a maximum clear sight picture. All cameras will have a recording resolution of at least 1920x1080(2mp)-2560x1920 (5mp), and will have the ability to see at night using infrared technology for night time recordings.

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:

(1) Pursuant to **3AAC 306.720(b)** Surveillance recording equipment and video surveillance records must be housed in a locked and secure area or in a lock box, cabinet, closet or other secure area that is accessible only to a marijuana establishment licensee or authorized employee, and to law enforcement personnel including an agent of the board. A marijuana establishment may use an offsite monitoring service and offsite storage of video surveillance records as long as security requirements at the offsite facility are at least as strict as onsite security requirements as described in this section

a. The security room, housing all supporting security and camera equipment, will be locked by Commercial Non Residential locks, to insure the integrity of all security supported hardware for the licensed facility.

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i. Outside the security room entrance point will be a Vivotek USA, Inc FD-8169A Dome Network Camera. VIVOTEK FD-8169A is a best-in-class, dome-style network camera designed for diverse indoor/outdoor applications. Equipped with a 2MP sensor enabling viewing resolution of 1920x1080 at a smooth 30 fps, the FD-8169A is an all-in-one indoor/outdoor camera capable of capturing high quality and high resolution video up to 2 Megapixel.

Page 9,

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

(1) Valkyrie Security and Asset Protection Inc.'s electronic video storage is password protected to prevent any alterations. The security system will generate a daily open/close report by user. All systems are programmed with password lockout protection. The security room housing all supporting security and camera equipment will be insulated and temperature controlled to insure the integrity of all security supported hardware for the licensed facility.

Page 15,

Section 6 – Transportation and Delivery of Marijuana and Marijuana Products

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

(1) Transport staff will secure product in locked containers with tamper resistant locks prior to leaving the licensed facility. All locked containers will be with transport staff at all times and only removed from vehicle upon arrival to receiving licensed facility. The tamper resistant locks will only be removed in the presence of an authorized person at the receiving licensed facility.

Page 18,

Section 8 – Minor Control Plan

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:

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(1) Visitors must present a valid I.D prior to entering the licensed premises. (ie. State Drivers License, State issued I.D. Card, Governments I.D. card or passport). All valid IDs must be unaltered, no other documents will be considered valid.

(2) Any person without valid identification will not be allowed within the licensed premises or any Restricted Access Areas.

Form MJ-02: Premises Diagram

Section 2 – Detailed Premises Diagram

Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances, walls, partitions, counters, windows, areas of ingress and egress, restricted access areas, and storage areas. Include dimensions in your drawing. Use additional copies of this form or attached additional documents as needed.

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(Additional Space as Needed):

Attachment E.

3.5. An alarm system is required for all license types that must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe the security alarm system for the proposed premises, explain how it will meet all regulatory requirements, and outline your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when the alarm system alerts of an unauthorized breach:

Great Northern Retail Stores, Inc. will utilize a combination of policies, procedures, a state-of-the-art security alarm system, and 24-hour video surveillance equipment to protect the proposed premises against diversion, theft, and access of the premises by individuals under the age of 21 years.

The company's security alarm system will be designed by Valkyrie Security, a licensed professional security firm that has demonstrated its knowledge of the regulations. The alarm system will be activated on all exterior doors and windows by the last employee leaving the premises at closing time. Great Northern Retail Stores, Inc. will develop a procedure for walking throughout the facility to ensure that all doors are closed, locked, and secured prior to leaving the building and activating the alarm system. Each supervisory employee will receive training on the procedure as part of the routine process for closing the facility after business hours. The alarm system will be monitored by a third party security firm. In the event that an alarm is triggered, the third party security firm will notify law enforcement officials and the designated licensee.

In the event of unauthorized breach, the designated licensees will immediately be called by the third-party security monitoring service and law enforcement will be dispatched to the facility. In accordance with 3 AAC 306.720(e), the designated licensee or another senior member of the management team will notify the Alcohol & Marijuana Control Office as soon as reasonably practicable, but not more than than 24 hours following any unauthorized access to the premises or discovery of evidence or circumstance that reasonably indicate theft, diversion, of unexplained disappearance of marijuana, marijuana products, or money from the licensed premises.
(1) Pursuant to 3 AAC 306.715(c)(2) a security alarm system will be equipped on all exterior doors and windows, and the licensed facility will have:
a. Honeywell Intrusion security package installed consisting of the following equipment:4-6160 Keypads (located in main entrance points to the building), 8-Aurora PIR motion detectors, 2-Wave2 2-Tone Sounder, 22- Glass Shock Sensors, 467 Battery, 620 Jack and 621 Cord.
b. 8 Honeywell sensors with: Advanced ASIC-based processing, Split-zone optics technology, totally silent relay operation, Immune to pets up to 40 lbs, Tamper proof design, PIR motion sensor with an Ultra-low current.
c. 10 Panic Switches located at the Point of Sale and around the licensed premises.
d. Security system will be monitored by a third party monitoring agency 24/7. In the event of an alarm activation local law enforcement and the business owner will be notified.
The alarm system must be activated on all exterior doors and windows when the licensed premises is closed for business.

The alarm system will be monitored by a third party agency. Alarm WATCH/COPS 2000, certifications include IQ Certified Central Station (One of first in nation), UL Certified Facility, UL Certified Operators, SIA Certified Operators., SIA Central Station Trained Instructors, APCO Certified Operators and - FARA and Federal UL 2050. Supporting Alarm Communications and Interactive Service from Every Major Manufacturer. The list includes Connect 24, C24 Interactive, Alarm NET, AES, Uplink, DMP Internet, Tellular, Alarm.com. Based in Maryland with monitoring centers nationwide that are staffed 24 hours a day, 7 days a week. During non-business hours monitoring of all devices (Motion Detectors, door contacts and GE Glass break detectors) within the system will be active and monitored. In the event of a security breach of the licensed premises an interior sounder will be activated immediately, an alarm signal will be received by the monitoring center who will notify security, local law enforcement and the licensee.

The licensee, all employees and agents shall assist in any way to help law enforcement by providing detailed descriptions of persons and events leading up to the breach in security. The licensee, employees and agents shall protect and preserve any evidence or area where the breach occurred, restricting access to the area and not disturbing anything until law enforcement arrives.

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(Additional Space as Needed):

Attachment F.

3.6. Describe your policies and procedures for preventing diversion of marijuana or marijuana product, including by employees:

If the investigation confirms a diversion or an attempted diversion of marijuana, then the responsible employee will face disciplinary action including termination of employment and criminal prosecution, if appropriate.

Visitors will be monitored by authorized employees/licensees at all times to prevent diversion of marijuana. In addition, the restricted access area will be under 24-hour video surveillance with data stored securely for at least forty (40) days as required under 3 AAC 306.720(e). Video surveillance will be randomly reviewed, trash bags will be randomly inspected, employees may be randomly searched upon departure of the premises, and areas where cash or marijuana is present will be continuously monitored and designated with a higher level of restricted access.

If any visitor, employee, or licensee is discovered to be involved in diversion or attempted diversion of marijuana, the individual will be required to remain at the premises until law enforcement arrives, and the Marijuana Control Board will be notified. All visitors, employees, and licensees will be advised on the severity of marijuana diversion and the associated consequences, which include termination of employment, potential loss of marijuana handler's permit, permanent loss of visitation privileges, loss of ownership in the business (for licensees), and criminal prosecution to the maximum extent allowed by law.

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(Additional Space as Needed):

Attachment H.

3.14. 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: (Continued)

Access to the security cabinet will be tightly controlled, and electronic badge access will be limited to designated licensees, senior managers, and chief security personnel. Entry will require the scan of an authorized badge and/or entry of a key code that is unique to the specific authorized individual. The room will be equipped with 360-degree surveillance cameras and motion detectors. If the alarm is triggered at any time, the third-party security monitoring company will notify the designated licensee and contact law enforcement authorities if appropriate. The designated licensee will have access to the live video surveillance of the room via a secure smart phone application.

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(Additional Space as Needed):

Attachment I.

4.2. 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: (Continued)

3. Litigation, Investigations, & Audits
If the administrator becomes aware of or anticipates any litigation, investigations, or audits involving the facility, then he or she will issue a verbal and written legal hold order to all licensees, employees, and agents to immediately cease the destruction of company records regardless of their status per the retention schedule. Once issued, a legal hold cannot be lifted without first receiving confirmation from the company's legal counsel. Failure to comply with the records retention policy will result in disciplinary action up to and including termination of employment.

4. Electronic Records
Electronic records will be maintained in an electronic folder structure similar to what is done for hard copies, and the records retention policy is equally applicable to electronic files. Access to electronic files will be limited to authorized personnel including designated licensees, and senior managers.

5. Privacy
The company acknowledges that many records contain confidential information (e.g., personnel data), and the records will be protected accordingly. Access will be limited to authorized personnel including designated licensees and senior members of the management team. However, all records will be made available to Marijuana Control Board representatives upon request in compliance with 3 AAC 306.800.

6. Record Storage & Business Continuity
Records will be stored in a responsible and accessible manner. In compliance with 3 AAC 306.755, all records for the past six (6) months will be maintained on the licensed premises. Records that are essential for continued operation of the business will be backed up and maintained at an off-site location to preserve business continuity in the event of an emergency.

7. Annual Review
Once per year, Great Northern Cannabis will perform a thorough review of its records and destroy expired records in compliance with the retention schedule and 3 AAC 306.755.
8. Pursuant to 3 AAC 306.755, all business records six (6) months or newer must be maintained in a safe and accessible manner on the licensed premises. Any request for records by the Marijuana Control Board will be addressed promptly. If the request is for records older than six (6) months that are stored off-site, then the company will produce them for the Marijuana Control Board within three (3) business days.

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(Additional Space as Needed):

Attachment J.

6.4. Describe any in-house training that will be provided to employees and agents (apart from a marijuana handler course: (Continued)

Although specific training will vary by position, some topics will be required of all employees. Examples include the following:

a) Emergency Evacuation Plan. Employees will be trained on the procedure for responding in the event of an emergency. Procedures vary depending on the nature of the emergency (e.g., fire, earthquake, robbery); however, employees will be trained on the location of the emergency exits, the evacuation routes, proper response in an earthquake, the muster area, accounting for employees, and roles & responsibilities.

b) Workplace Safety. Employees will receive training on the importance of safety in the workplace, and how they can be safety ambassadors. Employees will have a "stop work" authority, which they may exercise without fear of consequence if they believe an unsafe activity is occurring. Employees will also learn how to recognize and eliminate workplace hazards where possible and to use Personal Protective Equipment (PPE) as appropriate.

c) OSHA. Employees will receive an introduction to OSHA and its policies for improving workplace safety.

d) Hazard Communication. Employees will be trained on how to recognize hazardous chemicals, understand the risks they pose, interpret the information on chemical placards, and understand safety data sheets.

e) Other Training. Employees will receive training on the use of Metrc, marijuana diversion, security, standard procedures, badge use, regulatory compliance, pay periods, HR policies, customer service, packaging/labeling, and more.

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(Additional Space as Needed):

Attachment K. (1 of 2)

8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product: (Continued)

Great Northern Cannabis will follow labeling requirements as described in 3 AAC 306.345. Each
package containing marijuana or marijuana products will include a label that contains the following statements:

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

Metrc - Verification, Tracking, and Control:
Prior to finalizing any transaction for the purchase of wholesale marijuana, a manager will take necessary steps to verify that the establishment delivering the shipment has a valid and current
license in Metrc. If the delivering facility is found to have an invalid, lost, revoked, or expired license, the wholesale marijuana shipment will be refused and the Alcohol and Marijuana Control Office will be notified. The manager will also ask to see the marijuana handler's permit of any person delivering wholesale marijuana to the retail store.

Once the facility's representative has collected information confirming the delivering facility is a licensed marijuana establishment, he or she will finalize the transaction and make arrangements for payment. The representative will record the sale and transport date(s) in Metrc, and receive a copy of the transport manifest which will be retained in the business records. When transferring inventory to a licensed marijuana establishment based on purchase orders from the establishment, the electronic inventory tracking system labels will allow the packaged items to be
transferred legally with a transport manifest. Product will be placed within a sealed and tamperevident shipping container with a valid transport manifest attached at all times as required by 3 AAC306.435.

Great Northern Retail Stores, Inc. may utilize a combination of a third party delivery services and authorized employees to transport and deliver marijuana to and from licensed marijuana facilities. All marijuana to be transported and delivered to and from a marijuana establishment will be logged in the inventory tracking system and will record the type, amount and weight, name of the transporter, the time of departure and expected delivery as well as the make, model, and license plate number of the transporting vehicle.

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(Additional Space as Needed):

Attachment K. (2 of 2)

8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product: (Continued)

All marijuana packaging must be uniform with labels secure and prominently displayed. Only packaging products expressly approved by a member of management may be used. Only usable marijuana will be packaged at the facility in a specified packaging/labeling area. If the usable marijuana is being packaged for retail sale at a dispensary, the standard unit will not exceed one (1) ounce.

Although packaging on site at the retail store is not expected to occur often, procedures will be in place. After authorized personnel package bulk flower into units, it will be placed in sanitized air-tight containers labeled with all compliant labeling information and a bar code for the marijuana inventory control system. After all usable marijuana has been placed in bins and labeled it will be moved to the secure storage area.

Product will be weighed on scales certified by the Alaska Department of Weights & Measures as required by state and local regulations & statutes (AS 45.75.080, 3 AAC 306.745). Registration and inspection reports will be kept on the licensed premise and will be available upon request by the Marijuana Control Board. Scales will be checked for accuracy after weighing each product by placing a calibration weight on the scale, equal to what is being weighed (i.e., 3.5 gram calibration weight= 3.5 grams of product) up to five (5) pounds, this will ensure that the scale is accurate and that each product has a weight control measure in place. Any scale that does not meet quality control standards will be replaced before any additional product is weighed. Scales will be upgraded and certified as needed to ensure accurate weight.

Employees will ensure they have met sanitary guidelines for handling marijuana including the use of gloves, smocks, shoes, hair nets and other sanitary instruments when handling and packaging marijuana product as per 3 AAC 306.735. Marijuana will be handled by authorized personnel who have been trained on how to use and quality check the scales and how to use the inventory tracking system to track and create the necessary labels and bar codes for packaging, transportation and sale.

Products received from licensed marijuana establishments may consist of wholesale packages for repackaging or pre-packed products for direct sale by the retail store. Marijuana flower received in wholesale packages will be weighed and repackaged in units ranging from one (1) gram up to one (1) ounce. Containers will not have images that target individuals less than 21 years of age. All packages will be sealed and are only authorized to be opened by management, a marijuana establishment, or customers (after they purchase and take their product home). Marijuana flower will be packaged with the Great Northern Cannabis logo and applicable content label and warnings as described in 3 AAC 306.345. Pre-rolled joints will consist of an individual strain and will be rolled using RAW brand papers (or comparable). Joints will be placed in an opaque plastic child-resistant joint tube or an opaque child-resistant exit bag, and will have all required labels and warnings. All marijuana products will leave the store in an opaque child-resistant package.

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License #_____

Form MJ-01: Operating Plan

Attachment L

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(Additional Space as Needed):

Attachment M.

9.2. Describe any advertising you intend to distribute of your establishment. Include medium types, business logos (photos or drawings may be attached):

Great Northern Retail Stores, Inc. will utilize a combination of medium types to advertise its establishment including radio, magazines, newspapers, social media, the Internet, and other comparable types. All advertising will comply with 3 AAC 306.360. Advertisements will NOT contain a statement or illustration that is false or misleading; promotes excessive consumption; represents that the use of marijuana has curative or therapeutic effects; depicts a person under 21 years of age consuming marijuana; or includes an object, toy, character, cartoon, or any other depiction designed to appeal to a person under 21 years of age.

Advertisements will posted in compliance with 3 AAC 306.360 (C). The establishment will not use giveaway coupons as promotional materials or conduct promotional activities such as games or competitions to encourage the sale of marijuana or marijuana products.

All advertising for marijuana or marijuana products will contain the following warnings:
(1) "Marijuana has intoxicating effects and may be habit forming and addictive."
(2) "Marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence."
(3) "There are health risks associated with consumption of marijuana."
(4) "For use only by adults twenty-one and older. Keep out of the reach of children."
(5) "Marijuana should not be used by women who are pregnant or breast feeding."

The business name and logo will be used with advertisements. A sample of the business name and logo is provided below. Variations of it may appear in advertisements.

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(Additional Space as Needed):

Great Northern Cannabis, Logo Variations

1

Great Northern
CANNABIS

1) Main version, stacked, full color
2) Main round version, full color
3) Round version, one-color, black
4) Large Format version, stacked, full color
5) Pantone color version, stacked

2

Great Northern
CANNABIS

3

Great Northern
CANNABIS

4

Great Northern
CANNABIS

5

Great Northern
CANNABIS

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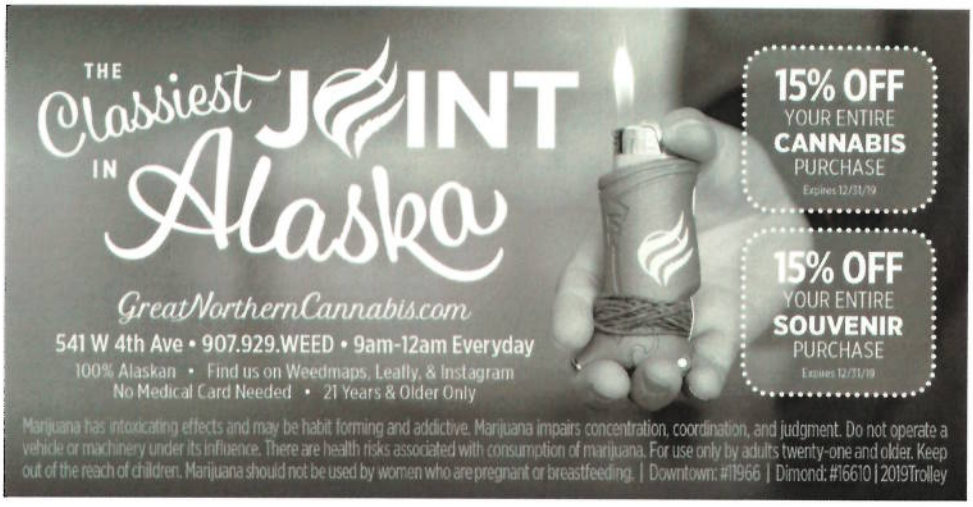
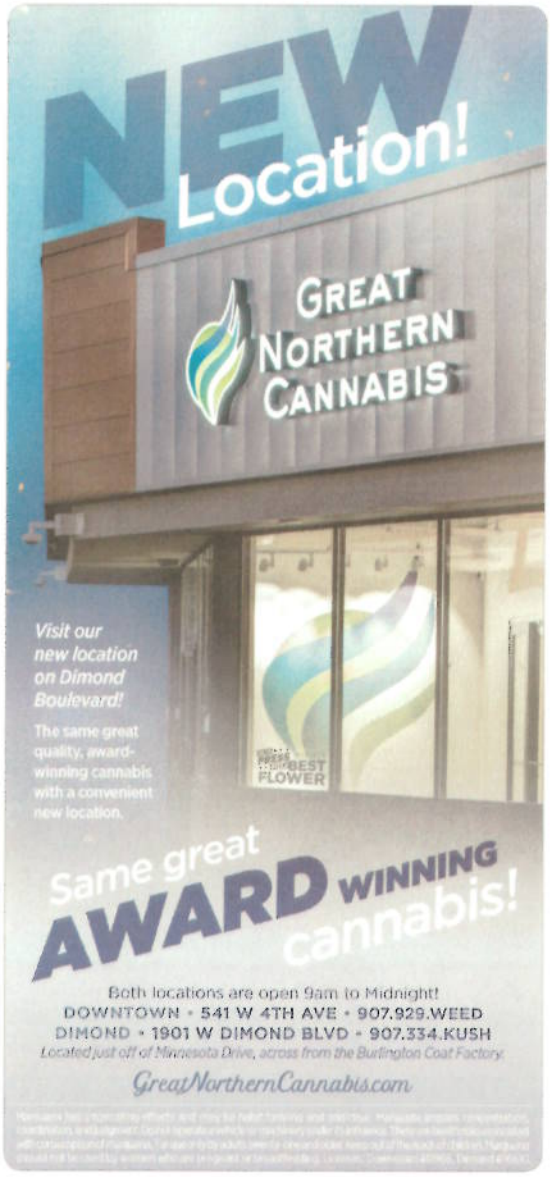
Form MJ-01: Marijuana Establishment Operating Plan

(Additional Space as Needed):



ABOVE
Full Page
Anchorage Trolley
MAY 2019



LEFT
Quarter Page
Anchorage Daily News
OCTOBER 2018

AMCO
JUN 10 2019

(Additional Space as Needed):

Print Advertisement
Full Page
Alaska Leaf Magazine
FEBRUARY 2019

AMCO