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Alaska Marijuana Control Board

Operating Plan Supplemental

Form MJ-05: Marijuana Product Manufacturing Facility

What is this form?

This operating plan supplemental form is required for all applicants seeking a marijuana product manufacturing facility license and must accompany **Form MJ-01: Marijuana Establishment Operating Plan**, per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 5** of the **Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of the 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 and 3 AAC 306.520(3).

What additional information is required for cultivation facilities?

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

- Equipment, compounds, and processes to be used
- Waste disposal
- Testing procedure and protocols
- Proposed marijuana concentrates and marijuana products
- Proposed product packaging and sample labels
- Prohibitions

This form must be completed and submitted to AMCO's main office before any new or transfer application for a marijuana product manufacturing facility or marijuana concentrate manufacturing facility license will be considered complete.

Section 1 – Establishment Information

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

Licensee:	Altered State Extractions LLC	**MJ License #:**		22929	
License Type:	Marijuana Concentrate Manufacturing				
Doing Business As:	Altered States Extractions LLC				
Premises Address:	7201 W Silver Dr				
City:	Wasilla	**State:**	Alaska	**ZIP:**	99623

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Section 2 – Overview of Operations

2.1. Provide an overview of your proposed facility's operations. Include information regarding the intake, flow, and transfer of marijuana, marijuana concentrate, and marijuana product at and from your premises:

Altered State will only send or recieve marijuana products, flower, or material to or from other Alaska state licensed cultivations, manufacturers, and retailers. intake procedure will be strictly followed.
All guests are required to first check in, at our front office. After signing guest log, and verifying identification, marijuana flower, trim, or material will first be visually inspected by management or licensee, marijuana flower or material will only be accepted pursuant to 3 AAC 306.750. After a close inspection, all acceptable packages will be weighed and checked against metrc manifest for accuracy, and finally accepted into metrc and brought back into storage area/freezers to await extraction.
When ready to be extracted: (1) marijuana flower, or material will be loaded into frozen columns, inside of the freezers. (2)Columns will then be vacuumed down, brought into extraction booth, connected to rest of closed loop, extracted, and then poured off into either jars, glass dishes, or sheets (either ptfe or parchment paper) for further refining, or purging in our vacuum ovens.
Finished product will then be sent off for testing, and kept in separate refrigerators, until ready to be packaged, in compliance with 3AAC 306.470. After packaging, Altered State will prepare marijuana product and material packages for transport or transfer to other licensed marijuana establishments, by affixing all labeling in compliance with 3 AAC 306.475 to all packages, placing packages in sealed, tamper evident, shipping containers, and generating proper copies of METRC transport manifests. One copy of transport manifest must remain with the marijuana products at all times, one copy will be given to receiving marijuana establishment, and the final copy is kept in filing cabinet as offical business record. Marijuana product secured in shipping containers will then be placed in a final secured and locked compartment in the back of vehicle, with copy of transport manifest easily accessible. During transport, all packages will remain secured, locked, sealed, and will not be opened at any time. Any individual transporting marijuana in compliance with this section shall have a marijuana handler permit required under 3 AAC 306.700.

Section 3 – Equipment and Compounds to be Used

Review the requirements under 3 AAC 306.555.

3.1. Describe the equipment and solvents, gases, chemicals, and other compounds the marijuana product manufacturing facility will use to create marijuana concentrates:

Extraction equipment:
Professional hydrocarbon closed loop stainless steel extractor rated for butane and propane.
Haskell EXT-420 recovery pump
Cascade 4.5 cubic ft vacuum oven
10 liter Short path distillation equipment
10 liter rotary evaporator
Mesh bubble hash bags
Dry sift screens
Rosin Press
Ethanol Centrifuge

Solvents/Gasses:
N-Butane, ISO-Butane, Propane, Ethanol, N-Pentane, N-Heptane, Hexane, Methanol, isopropyl alchocol
Compressed Co2, Compressed Nitrogen

Adsorbants and Filtration Media:
Degumming enzyme, Mag-sil, Avtivated Alumina, Activated Bentonite clay (t-5), Avtivated hardwood carbon, Acid activated Bleaching (t-41), Uniformed Carbon (prewashed), High ph Carbon, Sodium bicarbonate, Citric acid, Degumming clay, Silica gel, Molecular sieve 3A and 4A beads.

Section 4 – Waste Disposal

Review the requirements under 3 AAC 306.740.

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

4.1. The marijuana product manufacturing facility shall give the board at least three days written notice required under 3 AAC 306.740(c) before making marijuana waste unusable and disposing of it. BR

4.2. Describe how you will store, manage, and dispose of any solid or liquid marijuana waste, including expired or outdated marijuana or marijuana product, in compliance with any applicable laws. Include details about the material(s) you will mix with ground marijuana waste and the processes that you will use to make the marijuana waste unusable for any purpose for which it was grown or produced:

Method of Disposal:

The facility collects, accounts for and weighs all remaining solid waste from its manufacturing practices (including expired or outdated marijuana or marijuana products). Waste material is dumped into specifically marked plastic waste bins. Each bin is logged and recorded with the metrc tag number, and date the material was wasted from. All critical information is entered into the metrc tracking system. Waste bins are also tagged for disposal and labeled with the date of AMCOs notification. Amco will be given a notice three days before making the waste unusable and disposing of it in our compost pile or dumpster. All solid waste will be broken down into small partitions, and mixed with soil or coco . The ratio of solid marijuana waste, including expired or outdated marijuana products to our compostable waste mix will be approximately 50/50.
All liquid waste is simply mixed with water, and liquid dish washing soap. The ratio of liquid marijuana waste, including expired or outdated marijuana products to our compostable wastewater solution will be approximately 50/50. Liquid waste will be disposed of by pouring the waste down the drain in a manner consistent with DEC and local regulations. Any hazardous liquids including expired or contaminated solvents, will be transferred to the appropriate hazardous waste facility located next to the matsu central landfill. Any waste not fit for compost will be thrown into our alaska waste trash cans.
Compostable Waste-Water Solution (Liquid Waste): Water, and biodegradable dish soap.
Compostable Waste Mix (Solid Waste): Soil such as peat moss or coco fiber.

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Section 5 – Testing Procedure and Protocols

Review the requirements under 3 AAC 306.520 and 3 AAC 306.550.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right:	Initials
5.1. I will ensure that any individual responsible for collecting random samples for required laboratory testing under 3 AAC 306.550 will prepare the necessary accompanying signed statement, provide the signed statement to the marijuana testing facility, and maintain a copy as a business record under 3 AAC 306.755.	BR

Answer "Yes" or "No" to the following question:	Yes	No
5.2. Will the marijuana product manufacturing facility be performing in-house testing (as defined under 3 AAC 306.990(b)(20)?	☐	☑

If "Yes" to 5.2, you must be able to certify the statement below. Read the following and then sign your initials in the box:	Initials
5.3. The area where in-house testing will occur is clearly identified on the Form MJ-02: Premises Diagram that is submitted with this application.	

5.4. Describe the testing procedures and protocols the marijuana product manufacturing facility will follow:

Pursuant to 3 AAC 306.550 (a) of this section, Altered State will: (1) collect a random sample for testing by selecting a product from each production lot in an ammount required by the licensed marijuana testing facility; (2) designate an individual responsible for collecting each sample; that individual shall (A) sign a statement showing that each sample has been randomly selected for testing; (B) provide the signed statement to the testing facility; and (C) mantain a copy as a business record under 3 AAC 306.755; and (3) transport the sample to the marijuana testing facility in compliance with 3AAC 306.750. After collecting and transporting a sample for testing, Altered State will segregate the entire production lot from which the testing sample was selected until the marijuana testing facility reports the results from its tests. During this period of segregation, Altered State shall maintain the production lot in a designated seperate cooler/freezer kept in a secured locked room to prevent the marijuana product from becoming contaminated or confused with untested production lots.

Altered State will not sell or transport any marijuana product from the segragted lot until the marijuana testing facility has completed its testing and analysis, and provided those results to Altered State. Altered State will file all testing results as part of its official business records.

Section 8 – Prohibitions

Review the requirements under 3 AAC 306.510.

8.1. I certify that the marijuana product manufacturing facility will not: Initials

a. **sell, deliver, distribute, or transfer any marijuana, marijuana concentrate, or marijuana product directly to a consumer, with or without compensation;**

b. **allow any person, including a licensee, employee, or agent, to consume marijuana, marijuana concentrate, or marijuana product on the licensed premises; or**

c. **manufacture or sell any product that is an adulterated food or drink, closely resembles a familiar food or drink item including candy, or is packaged to look like candy, or in bright colors or with cartoon characters or other pictures or images that would appeal to children.**

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

Signature of licensee

Joseph R. Hicks

Printed name of licensee

Notary Public in and for the State of Alaska

My commission expires: 6/22/2022

Subscribed and sworn to before me this 12 day of February, 2020.

Official Seal
Teresa A. Hicks
Notary Public-State of Alaska
My Comm. Expires
6/22/2022

AMCO Received 5/26/2020