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

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 the **Marijuana Establishment Operating Plan (Form MJ-01)**, 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 those regulations. If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020 and 3 AAC 306.520(3).

What additional information is required for product manufacturing facilities?

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

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

This form must be submitted to AMCO's main office before any marijuana product manufacturing facility license application will be considered complete.

Section 1 – Establishment Information

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

Licensee:	EINSTEIN ENTERPRISES, INC.	**License Number:**	10082		
License Type:	Marijuana Product Manufacturing Facility				
Doing Business As:	EINSTEIN LABS				
Premises Address:	2939 Porcupine Drive Suite B				
City:	Anchorage	**State:**	ALASKA	**ZIP:**	99501-3118

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Section 2 – Prohibitions

Applicants should review 3 AAC 306.510 and be able to answer "Agree" to all items below.

The marijuana product manufacturing facility will not:	Agree	Disagree
Sell, deliver, distribute, or transfer any marijuana, marijuana concentrate, or a marijuana product directly to a consumer, with or without compensation	✓	
Allow any person, including a licensee, employee, or agent, to consume marijuana, marijuana concentrate, or a marijuana product on its licenses premises	✓	

The marijuana product manufacturing facility will not manufacture or sell any product that:	Agree	Disagree
Is an adulterated food or drink	✓	
Closely resembles a familiar food or drink item including candy	✓	
Is packaged to look like candy, or in bright colors or with cartoon characters or other pictures or images that would appeal to children	✓	

Section 3 – Equipment, Compounds, and Processes to be Used

Review the requirements under 3 AAC 306.555, and identify how the proposed premises will meet the listed requirements.

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

Equipment-

• Closed loop hydrocarbon extractor designed for Butane products (Butane, N-Butane, & Iso-Butane), includes a recovery pump, filter-drier, condensing coil, refrigerant recovery tank, refrigerant scale, & vacuum pump.

• Closed loop double-layer glass reactor designed for Ethanol, includes; cooling pump, filtration pumps, rotary evaporator, short path distillation system.

See Attachment A for Continued Information

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(Additional Space as Needed):

Attachment A Equipment, Solvents, Gases, Chemicals & Compounds Continued:

- Vacuum oven
- Rotary evaporator
- Pneumatic heat press
- Bubble Magic Washing Machine (or comparable)
- Ice Hash Extraction Bags
- Homogenizer

Solvents

- Butane
- N-Butane
- Iso-Butane
- Food Grade Ethanol

Gases

- Nitrogen

Chemicals

- Butane
- N-Butane

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(Additional Space as Needed):

Attachment A Equipment, Solvents, Gases, Chemicals & Compounds Continued (2):

- Iso-Butane
- Food Grade Ethanol

Other

- Dry Ice
- Water

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Describe the processes to be used to create marijuana concentrates:

Marijuana flower, sugar leaf and trim will be purchased from licensed marijuana cultivation facilities and be received and checked in by an authorized employee of the manufacturing facility. After the intake process, the marijuana will then be placed in a storage area until ready to be processed. Einstein Labs will utilize the following methods to extract concentrated marijuana oil from plant matter pursuant to 3 AAC 306.555 and will follow all health and safety standards as outlined in 3 AAC 306.735 & 3 AAC 306.545, the Alaska Food Safety Code (18 AAC 31) and all health and safety standards applicable for retail food establishments.

Closed-loop Extraction Process

Marijuana concentrates such as live resin, shatter, budder, honeycomb, super melt, amberglass, hash oil, cannabis oil and more (as outlined in the product list) will be created using a closed loop extraction system where marijuana plant matter is mixed with a solvent (Butane, N-Butane, IsoButane (or a combination thereof) & Ethanol) where it removes the resin glands from the plant leaving it suspended in the solution. The solution is then distilled (if being used for edibles, vape pens, tinctures, salves, RSO oil & lotions) or winterized (optional) to remove any residual wax, fats or solvents, leaving only pure concentrated cannabis. Plant material used in the closed loop extractors will be either live marijuana plant material or dried and cured material.

The marijuana concentrate will then be placed in a vacuum oven, using temperatures between 70-120' for one (1) to ten (10) days in order to finish the specific concentrated product (i.e. shatter, budder, wax & etc.).

If flavor is needed to create a specific product (ex. vape pen oil) it's added to the marijuana concentrate using a homogenization tool that combines the organic flavor terpenes with the marijuana concentrate until fully homogenized. Finally, product is packaged for testing and sale.

Pneumatic Heat Press

Live, uncured plant material will be placed on parchment paper and placed on the pneumatic heat press for extraction. The press will utilize pressure in order to squeeze the resin glands out of the plant material. This method does not require solvents or a closed loop extraction system to produce the final concentrate. Dried and cured until packaged for testing and sale.

See Attachment B for Continued Information

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(Additional Space as Needed):

Attachment B Processes Used to Create Concentrates Continued:

Bubble Magic Washing Machine or Bubble Bags

Hash will be made using either Bubble Hash bags (or comparable) or the Bubble Magic Washing Machine (or comparable). In either process, marijuana will be placed in bags & frozen and then placed in the hash bag or container with ice and agitate. The ice helps cannabinoids to freeze releasing them from the plant material during the process. After the process is complete, the remaining cannabis resin is spooned out of the bag or container and placed on a drying rack. Once dried & cured, the product is packaged for testing, wholesale or packaged to be sold (not repackaged) at retail stores and then finally stored at room temperature until ready for delivery.

Kief/ Dry Sieve

Kief will be created using two (2) methods. The first method will consist of plant material being placed on a kief screen where it is agitated until the resin glands fall through the screen into a holding container. The kief is then collected and placed into containers for testing and sale. The second method consists of placing frozen plant material into a five (5) gallon bucket with bubble bags and dry ice. While frozen, shake the plant material inside the bag to enable cannabinoids to remove from plant. The final product is placed onto parchment paper, dry & cured and scraped into containers in preparation for testing and sale.

Authorized employees will have extensive training in all extraction methods and show proficiency before manufacturing concentrates without the Manufacturing Manager present. The CEO & Manufacturing Manager will be responsible for ensuring the overall extraction methods and supplemental processes comply with local and state regulations at all times and ensures that product is tracked accurately in the Metrc system (inventory tracking system).

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Section 6 – Waste Disposal Plan

Review the requirements under 3 AAC 306.520, and identify how the proposed premises will meet the listed requirements.

Describe the marijuana product manufacturing facility's plan for disposal of any expired or outdated marijuana or marijuana product that is not sold or transferred to another licensed marijuana establishment:

The marijuana product manufacturing facility will follow the waste disposal plan outlined below and as outlined in MJ-01 (Operating Plan) when disposing of expired or outdated marijuana or marijuana product that is not sold or transferred to another licensed marijuana establishment pursuant to 3 AAC 306.520.

Marijuana and marijuana product (edibles, tinctures, concentrates & more) will be checked weekly (visually looking at it as well as checking the dates in the inventory tracking system) by an authorized employee to assess for expired or outdated product. If outdated or expired product is found it will be separated from unexpired/outdated product, weighed and updated in the inventory tracking system and then processed in one of two ways; following the standard solid waste disposal procedure or following the concentrate reuse procedure as outlined below:

Solid Marijuana Waste Procedure

Product will be removed from packaging and placed in the waste bin. The waste bins (10-55 Gallon Red Rubbermaid Brute Bin w/ Lid, Red Heavy Duty Waste Liner (or comparable)) will have a red theme with red liners, bags and markings to show a clear association with the waste disposal process.

Once the bin is full it will be latched and replaced with an empty bin, the bin of expired/outdated waste product will be weighed using a commercial scale (DYMO Postal Scale 25 lb. capacity (or comparable)) in compliance with 3 AAC 306.745 and logged into the electronic inventory tracking system which will provide the required three (3) day notice to the Board in preparation for rendering it unusable and disposing of it (3 AAC 306.745(b)(1)).

After the required three (3) day waiting period and the Board has approved for disposal, waste material will be combined with a non-compostable product. Marijuana and marijuana product waste will be weighed on the commercial scale, ground up using a commercial grinder and mixed with at least an equal amount of one of the materials listed below:

Paper product, Cardboard Waste or Plastic Waste

See Attachment D for Continued Information

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Attachment D Plan for Expired or Outdated Marijuana Continued:

Sample grinder below:

LEM Manual Meat Mixer/Grinder w/ 25 lb. Hopper (or comparable).

Once rendered unusable, marijuana and marijuana product will be securely stored in a locked bin located in the kitchen/refinement/packaging room inside the Product Manufacturing Facility, and all locks will comply with the highest standards of the UL standards. The disposed marijuana will not be stored outside the Product Manufacturing Facility at any time.

Unusable aste will be transferred to a solid waste facility or transfer station or incinerator and a record of the final destination will be maintained as part of the business record (3 AAC 306.470 (c)(2). Prior to being removed from the Product Manufacturing Facility, all marijuana waste will be inspected and the composition of the final disposal mixture will be recorded. Management will ensure that the final disposal mixture is composed of no more than fifty percent (50%) marijuana waste by volume.

All marijuana rendered unusable and disposed of will be tracked using the Metrc system (and BioTrack as applicable) and the following information will be recorded:

1. A description of and reason for the marijuana being disposed of, including the weight of the plant(s) or item(s);
2. The date of disposal;
3. Confirmation that the marijuana was rendered unusable before disposal;
4. The method of disposal; and
5. The name and permit number of the agent responsible for disposal.

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Expired or Outdated Concentrate Disposal & Reuse

Marijuana and marijuana product will be checked weekly (visually looking at it as well as checking the dates in the inventory tracking system) by an authorized employee to assess for expired or outdated product. If outdated or expired concentrate products are found it will be separated from unexpired/outdated product, weighed and updated in the inventory tracking system.

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Attachment D Plan for Expired or Outdated Marijuana Continued (2):

Marijuana concentrates that are found to be expired or outdated will either be disposed of as outlined in the solid waste disposal plan or will be re-processed using a distillation method to create RSO (Rick Simpson Oil). If the expired or outdated product is being processed into RSO, it will be logged into the inventory tracking system and then processed through a distillation process that will remove any contaminants and bring the concentrate back to a pure and clean cannabis oil. The oil will then be used to create RSO capsules (Einstein Labs product) that will be tested and sold as a new product. After the distillation process the product is as pure as the originally processed concentrate before becoming expired or outdated and will pass all testing requirements as outlined in 3 AAC 306.550.

Overall waste disposal system management is the responsibility of the Manufacturing Manager and any faulty materials or breakdowns will be promptly attended too. Authorized employees participating in the operation and procedure of waste disposal will be trained on all procedures, understand state, federal and local laws and regulation pertaining to waste disposal and report any discrepancies in procedures to the Manufacturing Manager and CEO to ensure proper steps are taken including; a thorough investigation, cleanup efforts, re-training or other steps as required.

Ownership and Management will give at least three (3) days notice to the Marijuana Control Board before disposing of any marijuana product waste by logging the affected products into the marijuana inventory tracking system, Metrc (BioTrack as applicable). Records of all disposal information and waste collection will be maintained by Management, securely stored at the Product Manufacturing Facility and made available to the Board upon request.

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Section 7 – Testing

The area where in-house testing will occur must be identified on the premises diagram, per 3 AAC 306.520(2).	Yes	No
Will the marijuana product manufacturing facility perform in-house testing (as defined in 3 AAC 306.990(b)(20))?	☑	☐

Applicants should review 3 AAC 306.550 and be able to answer "Agree" to the item below.

The marijuana cultivation facility applicant has:	Agree	Disagree
Read and understands and agrees to the required laboratory testing set forth in 3 AAC 306.550	☑	☐

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

Signature of licensee

Justin Roland

Printed name

Subscribed and sworn to before me this 3RD day of August, 20 16

ELIZABETH L. HINSON NOTARY PUBLIC STATE OF ALASKA

Notary Public in and for the State of Alaska.

My commission expires: 1/31/2017