Alcohol and Marijuana Control Office
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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:	Farm Loop Labs, LLC	**MJ License #:**		29879	
License Type:	Marijuana Concentrate Manufacturing Facility				
Doing Business As:	High Society Laboratory				
Premises Address:	6514 N. Farm Loop Road, Unit 2				
City:	Palmer	**State:**	Alaska	**ZIP:**	99645

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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:

Metrc will be used to track all marijuana and marijuana products, from their intake at the facility, to their use in a manufactured product or disposal, to its transfer to another licensed facility. All shipments of marijuana or marijuana product (for use in concentrate production) that arrive at the facility will be first inspected by a designated Agent before being accepted and entered as inventory. The shipment contents will be reconciled by weighing all items with certified scales and comparing the results with the transport manifest, shipment labels and packaging labels to ensure consistency. Any shipments with discrepancies will be rejected. Shipments that are correct and accepted will be immediately added to the inventory log and entered into Metrc. At the end of each business day, the designated Agents will reconcile each transfer to or from another licensed facility with Metrc records and the inventory on hand to ensure consistency. Any discrepancies will be recorded and immediately resolved.
Before any product is transferred to another licensed facility, a random sample(s) of each concentrate manufactured at the facility will be sent to a licensed testing laboratory. While awaiting results, the remainder of the production lot will be segregated from all other products. Once passing and satisfactory testing results are received from the testing lab, marijuana products will be packaged and labeled in compliance with all AMCO Regulations. The packaged products will then be transported by an Agent of High Society Laboratory or by a third-party transport company. All transporters will have valid marijuana handler permits. All transfers will be entered into Metrc, which will generate a trip manifest that will be sent with each shipment as well as stored on site as a business record. The trip manifest will clearly state the strain name, type of product, batch number, weight, name of the transporter and the handlers' ID, time of departure and expected delivery, and the make, model, and license plate of the transporting vehicle. All marijuana product (concentrates) will be placed in a sealed package or container not exceeding ten pounds (10lbs.) and then stored in a locked storage compartment within the cabin or truck bed of the transport vehicle. The transport vehicle will travel directly between destinations without making any unnecessary stops and at no time during transit will marijuana be directly visible.

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:

High Society Laboratory intends to use the following solvents, gases, chemicals:
C02
Ethanol
Butane (N-Butane, Iso-Butane, Butane)
BHO

No other chemicals will be used at the facility, with the exception of gentle cleaning chemicals, such as diluted bleach and Simple Green. A Material Safety Data Sheet will be available for all chemicals used in the facility.

Marijuana concentrates will be manufactured with the assistance of a variety of machinery, including:
BHO Extractor
C02 Extractor
Roto-evaporator
Vacuum oven
Rosin Press
Ice bath

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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.

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:

The following marijuana plant and product waste is anticipated at the High Society Laboratory facility; (1) contaminated or infected marijuana or marijuana products, (2) marijuana or marijuana products (concentrates) deemed by a Licensee or manager as unfit for sale or consumption for any reason, (3) marijuana product that fails third-party laboratory testing, (4) marijuana plant waste created during the extraction process, (5) marijuana or marijuana product that becomes expired, and, (6) other marijuana or marijuana product waste as determined by AMCO. Once marijuana or marijuana product is deemed as waste, it will be separated from all other marijuana and marijuana products and securely stored in locked bins on the licensed premises. At least three days prior to rendering the waste unusable, the waste will be recorded in Metrc and an email notification will be sent to AMCO Enforcement. All solid marijuana plant waste (plant matter waste from the extraction process such as plant matter that is pressed/squeezed to extract oil) and marijuana product waste will be ground and mixed with other solid compostable or non-compostable materials such as paper waste, plastic waste, cardboard waste, or soil until the mixture is no more than 50% marijuana waste.

Liquid marijuana waste, such as concentrates, will be mixed with at least equal parts of non-marijuana waste and stored away from all other marijuana and marijuana products in locked containers inside the facility in a locked waste container.

The unusable liquid and solid waste will then be transferred to an outside waste storage container, which will be picked up by a local waste services truck and taken to a landfill. The logged information will be securely stored and will be available, upon request, to AMCO at any time.

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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.

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:

A designated Agent of High Society Laboratory will be responsible for collecting a random sample(s) from each production lot, which will be sent to a licensed testing facility. The designated Agent will sign a statement certifying that the sample was randomly selected. A copy of the signed statement will accompany the sample to the testing facility and another copy will be maintained on-site as a business record. The sample will be transported to the testing facility by a High Society Laboratory Agent or by a third party transport company. All transporters will have valid marijuana handler permits. Until satisfactory testing results are received, the remainder of the production lot will be segregated from all other marijuana and marijuana products in secure containers. During the quarantine period, all product will be securely stored on-site and kept cool and dry to prevent contamination or loss of efficacy. Testing facility results will be stored on site as an official business record and will be made available to AMCO upon request.

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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;** [AJ]

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

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.** [AJ]

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

Signature of licensee

Lacey Rego

Printed name of licensee

ALEX HALCOM STATE OF ALASKA NOTARY PUBLIC COMMISSION #210527006 EXPIRES MAY 27TH 2025

Alex Halcom

Notary Public in and for the State of Alaska

My commission expires: _____

Subscribed and sworn to before me this 3rd day of August, 2021.

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(Additional Space as Needed):

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