Alcohol and Marijuana Control Office
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Alaska Marijuana Control Board

Operating Plan Supplemental
Form MJ-04: Marijuana Cultivation Facility

What is this form?

This operating plan supplemental form is required for all applicants seeking a marijuana cultivation facility license and must accompany **Form MJ-01: Marijuana Establishment Operating Plan**, per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 4** of the **Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of 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 306.420(2).

What additional information is required for cultivation facilities?

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

- Prohibitions
- Cultivation plan
- Waste disposal
- Odor control
- Testing procedure and protocols
- Packaging and labeling

This form must be completed and submitted to AMCO's main office before any new or transfer application for a standard marijuana cultivation facility or limited marijuana cultivation 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:	High Hat, LLC	**MJ License #:**		31324	
License Type:	Limited Marijuana Cultivation Facility				
Doing Business As:	High Hat				
Premises Address:	18956 W Verns Way				
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 flow of marijuana from seed or clone to harvest and transfer from your premises:

Upon inspection, our seed banks will be organized into strain-specific packages, containing less than fifty seeds each, grouped and packaged in METRC, and will be tracked by and through their assigned package tag, until unpackaged and planted. Clones and seedlings will be in segregated into strain specific groups of less than fifty, physically, and within METRC. We will use clone charts, clone maps, and/or other internal procedures to ensure accountability and tracking of clones and seedlings. Once clones have reached 8" in height, they will be assigned an individual Plant ID tags within METRC, and their growth phase will be changed to vegetative. All vegetative plants will be assigned individual plant tags, which will be used to track them through to harvest. When a plant changes physical location (rooms) or growth phases, it will be tracked through plant logs and/or other internal tracking and communication documents, and will be updated in METRC. When the plants are harvested, strain specific harvest batches will be made from plants harvested on the same day. Wet waste (drying) will be logged on internal tracking forms as well as in METRC. Plant waste (root balls, stalks, leaves) will be deducted from the harvest batch within METRC and AMCO will be notified 3 days in writing before rendering unusable. Packages of Bud and Trim will be made from the harvest batch, and dry waste will be logged through internal tracking forms, through METRC, and reported to AMCO as set forth above. Each package will have a representative sample submitted, from the same package, for testing. After testing results from this "related package" has cleared testing, additional packages will be made from that package to fulfill wholesale or retail orders, which will then be tracked as they are transferred from our facility, physically, and within METRC. See cont'd response.

Section 3 – Prohibitions

Review the requirements under 3 AAC 306.405 and 3 AAC 306.410.

3.1. I certify that the marijuana cultivation facility will not: Initials

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

b. **allow any person, including a licensee, employee, or agent, to consume marijuana or marijuana product on the licensed premises or within 20 feet of the exterior of any building or outdoor cultivation facility; or**

c. **treat or otherwise adulterate marijuana with any organic or nonorganic chemical or compound to alter the color, appearance, weight, or odor of the marijuana.**

Section 4 – Cultivation Plan

Review the requirements under 3 AAC 306.420 and 3 AAC 306.430.

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

10 tables @ 3' x 3' = 90 sq ft
12 tables @ 8' x 4' = 384 sq ft

Total Area Under Cultivation: 474 sq. ft.

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

4.2. The proposed area(s) for cultivation are clearly identified on the Form MJ-02: Premises Diagram that is submitted with this application.

Answer "Yes" or "No" to the following question: Yes No

4.3. Will the marijuana cultivation facility include outdoor production? ☐ ☑

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

n/a

4.4. Describe the method(s) used to ensure that any marijuana at the marijuana cultivation facility, whether indoors or outdoors, cannot be observed by the public from outside the facility:

This is a completely indoor cultivation facility. All marijuana is blocked from the public viewing. There are no windows. No marijuana will be viewable by the public at all.

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

1- Grow Dan Cubes
2- Coco
3- Perlight
4- Vermiculite
5- Promix
6- Clay Pellets

4.6. Provide the complete product name and EPA registration # (if applicable) for each of the cultivation facility's pesticides and pest control products to be used. All proposed products must be on DEC's list of approved pesticides in the state of Alaska:

May choose from and use any/all DEC and EPA approved products (see current list- attached) as efficacy, availability, and cost-benefit are assessed. Before ordering product we will verify the current approved product list at https://dec.alaska.gov/commish/cannabis/ and obtain the accompanying material safety sheet before it is used. Specific use of individual products will be documented within METRC and/or internal logs, as appropriate, and will be disclosed and tested for in compliance with AMCO policy.

4.7. Describe all other fertilizers, chemicals, gases, and delivery systems, including carbon dioxide management, to be used at the marijuana cultivation facility:

See attached.

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

This cultivation facility will utilize a closed loop irrigation system which will pump water and nutrients from a reservoir to the plants and will drain any/all overflow back into the reservoir, where it will then be recirculated to the plants.

Section 5 – 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

5.1. The marijuana cultivation 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.

5.2. Describe how you will store, manage, and dispose of any solid or liquid marijuana waste, including wastewater generated during marijuana cultivation, 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:

Solids:

When clones fail to thrive, the entire clone will be weighed and logged, then placed into marijuana waste collection container. When a plant fails to thrive, the entire wet weight of the plant will be logged, then placed into marijuana waste collection container. When waste is generated through the normal shedding of leaves and pruning of plants, the wet weight will be recorded by room or plant, as appropriate, within METRC, as well as being added to our waste log before being placed into the secure marijuana waste collection container. Waste generated in the manicure process will be adjusted within the appropriate harvest batch or package within METRC, as well as on our internal tracking logs (Harvest Batch Log and or Package Log) in addition to being recorded on our waste log as it enters the marijuana waste collection container. Prior to actually rendering the marijuana (further) unusable, we will notify AMCO in writing of our intent to destroy and dispose of our marijuana waste, no less than 72 hours prior to doing so. No less than 72 hours after AMCO has been given notice, marijuana waste will be ground and mixed with organic material to produce a final waste product that is no more than 50% marijuana. We will mis with household waste products to include but not limited to food, paper, grass clippings, leaves, etc. Once the marijuana is reconciled to be unusable for any and all intended purposes, we will further dispose of the product via compost, or personal transport to the nearest landfill . Upon final disposal, we will record the date and destination of final disposal, in accordance with 3 AAC 306.740(c).

Liquids:

No wastewater is expected to be generated through the normal course of cultivation. Cleaning will be done with Eco-friendly cleansers, as described in 4.7 above. Waste water generated in the course of cleaning may be recycled or disposed of via our septic system.

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Section 6 – Odor Control

Review the requirements under 3 AAC 306.430.

Answer "Yes" or "No" to the following question:	Yes	No
6.1. Have you received an exemption from your local government for the odor control requirement set forth in 3 AAC 306.430(c)(2)?	☐	☑

If "Yes", you must be able to certify the statement below. Read the following and then sign your initials in the box: Initials

I am attaching to this form documentation of my odor control exemption from the local government.

If "No" to question 6.1., describe the odor control method(s) to be used and how the marijuana cultivation facility will ensure that any marijuana at the facility does not emit an odor that is detectable by the public from outside the facility:

Canister style, activated carbon filters will be utilized in conjunction with ducted fans within the proposed cultivation facility to prevent any marijuana odor from being detected by the public. This will keep all smell/odor from being detected outside of the premises. Ozone generator may also be used if determined to be necessary.

Section 7 – Testing Procedure and Protocols

Review the requirements under 3 AAC 306.455 and 3 AAC 306.465.

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 and agree that the board or director will, from time to time, require the marijuana cultivation facility to provide samples of the growing medium, soil amendments, fertilizers, crop production aids, pesticides, or water for random compliance checks.

7.2. I will ensure that any individual responsible for collecting random, homogenous samples for required laboratory testing under 3 AAC 306.455 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.

7.3. Describe the testing procedures and protocols the marijuana cultivation facility will follow:

Upon notification that the board or the director require samples for random compliance checks of the proposed facility, a licensee or an authorized agent of the proposed facility will notify an independent testing laboratory (of the states' choice if applicable) to send a representative to collect the required samples. This way, a chain of custody is established, and the possibility of unintentional contamination due to improper sample collection practices is minimized.
All marijuana product batches will be tested for a battery of state required impurities and/or contaminants by a state licensed lab in accordance with 3 AAC 306.455. The facility will collect random samples from homogeneous batches of individual strains of bud or flower in the amount required by the selected testing facility. The marijuana will be segregated and quarantined in up to ten (10) pound lots and kept there until the testing has been completed and the marijuana has cleared and passed the lab.

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Section 8 – Packaging and Labeling

Review the requirements under 3 AAC 306.470 and 3 AAC 306.475.

Answer "Yes" or "No" to the following question:	Yes	No
8.1. Will the marijuana cultivation facility be packaging marijuana for a retail marijuana store to sell to a consumer without repackaging?	☑	☐

If "Yes", describe how the marijuana cultivation facility will ensure that the marijuana sold will meet the packaging requirements in 3 AAC 306.470, and provide a sample label that the facility will use to meet the labeling requirements set forth in 3 AAC 306.475:

After marijuana has been harvested and processed, a sample will be taken from each batch and sent for testing. While results are pending, the batch will be "quarantined" until it has passed lab testing. Marijuana will be packaged in a variety of ways. Batches of 1.0 gram packs may be produced as well as 1/8 oz, 1/4oz, 1/2 oz and up to 1 ounce packages. All labeling on all packaging will meet the standards as required for cultivators.
In accordance with 3 AAC 306.470, when we package the marijuana , we will either place in a package of 1 ounce or less, In approved packaging for the retail store to sell individually. In accordance with 3 AAC 306.475, the packaging shall have these 5 statements to be on the packaging:
See attached label. Response Cont'd. p. 7.

Answer "Yes" or "No" to the following question:	Yes	No
8.2. Will the marijuana cultivation facility be packaging marijuana in wholesale packages?	☑	☐

If "Yes", describe how the marijuana cultivation facility will ensure that the marijuana sold will meet the packaging requirements in 3 AAC 306.470, and provide a sample label that the facility will use to meet the labeling requirements set forth in 3 AAC 306.475:

After marijuana has been harvested and processed, a sample will be taken from each batch and sent for testing. While results are pending, the batch will be quarantined and maintained in the dry room until passing testing and cleared by the testing facility. Marijuana will be packaged in up to five pound wholesale packages for retail marijuana stores. All labeling on all packaging will meet the standards as required for cultivators. All marijuana slated to leave the facility will be placed into a durable, tamper-evident METRC packaging inside of a durable, tamper evident, locked transport container prior to transport. The shipment will be accompanied by the appropriate manifest, labs, and disclosures and will be verified by the licensee or designated agent before the shipment is permitted to leave. In accordance with 3 AAC 306.470. when we package the marijuana in up to five pound lots consisting of a single strain or a mixture of strains as identified on the label In accordance with 3 AAC 306.475, the packaging shall have these 5 statements to be on the packaging: (see attached)

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

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

Signature of licensee

John J. Minnick

Printed name of licensee

LANCE CONNELLS NOTARY PUBLIC STATE OF ALASKA

Notary Public in and for the State of Alaska

My commission expires: 6/18/25

Subscribed and sworn to before me this 3 day of MARCH, 2022.

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(Additional Space as Needed):

2.1 Continued Response: Marijuana may be packaged for wholesale in a variety of ways- including bulk packages of up to 10 lbs and prepackaged marijuana in 1.0g, 3.5g, 7.0g, 14.0g, and 28.0g increments. Marijuana may be packaged in pre-rolled joints, containing .5g-1.25g of flower or trim, as well. All labeling on all packaging will meet the standards required of cultivators. All marijuana slated to leave the facility will be placed into durable, sealed, and tamper evident packaging; will be accompanied by the METRC package tag associated with each package, and will have a label affixed which complies with 3 AAC 306.470. Each package tag will be verified to the manifest prior to the manifest prior to leaving the facility. In accordance with 3 AAC 306.470, when we package the marijuana for retail we will pre-package in quantities of one ounce or less, in approved packaging and with compliant labeling for the retail store to sell individually.

In accordance with 3 AAC 306.475, pre-packaged packaging shall and will have lab test results, date of lab test, facility of lab test, name of harvest batch or METRC package#, our license number, strain name and these 5 statements on the packaging:
(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."

8.1 Continued Response: Also see attached sample label.

(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."

Marijuana will be placed in a sealed, tamper-evident shipping container with a label affixed to the shipping container which is compliant with 3 AAC 306.470, will be accompanied at all times by a manifest produced through METRC, until it is received by the retailer or manufacturer.

When packaging marijuana for sale to a retail store to sell to a consumer without repackaging, the packaging will not have any printed images, including cartoons, which would be enticing to or specifically targeting persons under 21 years of age. In addition the packaging will protect the product from contamination and may not and will not impart any toxic or damaging substance to the marijuana.

8.2 Continued Response:

Bulk marijuana products will be packaged for transfer and transport to another licensed marijuana facility in wholesale packages not to exceed ten pounds, The product will have its METRC package tag attached and be accompanied by lab results as well as the manifest produced within METRC. Marijuana will be placed in a sealed, tamper-evident shipping container with a label affixed to the shipping container which is compliant with 3 AAC 306.470, will be accompanied at all times by a manifest produced through METRC, until it is received by the retailer or manufacturer. See also attached sample label.

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MJ-04 Page 3 Attachment 1

House and garden
1- Bud XL
2- Aqua flacks A&B
3- Top Boster
4- Top Shooter
5- Algen extract

Floral Pro
Grow Soluable
Bloom Soluable
Calcium and Micros Soluable

General Hydroponics

Flora Grow
Flora Bloom
Flora Micro
Kool Bloom
Calmag
Flora Nector
Flora Kleen

Grow Science
1- Base A&B
2- Rock solid
3- Solid Start

Canna Hydro
Canna Substraight

1- Substaight Veg
2- Substraight Flower

Emerald Harvest
Micro, grow , bloom
Goddess
Honey Chrone
Cal Mag
Bloom Buster
King Kola

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Cali Pro
Grow A & B
Bloom A & B
Calmag Pro
Root Wizard

PH Up
PH Down
PH Test kit

Mediums
1- Grow Dan Cubes
2- Coco
3- Perlight
4- Vermiculite
5- Promix
6- Clay Pellets

Cloning
1- Hormex Liquid & Powder
2- Olivia's Gel
3- Clonex Gel
4- Rootech

Pest Control
1- Azamax
2- Citris Soap
3- Diatomaceous Earth
4- Mammoth P
5- Mammoth Silica
6- Mammoth Cana Space Control
7- Dr. Zymes Eliminator

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