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:	Eden Management Group, LLC	**MJ License #:**	30156		
License Type:	Retail Marijuana Store				
Doing Business As:	Uncle Herb's				
Premises Address:	44728 Sterling Highway				
City:	Soldotna	**State:**	Alaska	**ZIP:**	99669

Mailing Address:	PO Box 90171				
City:	Anchorage	**State:**	Alaska	**ZIP:**	99509

Designated Licensee:	Lloyd Stiassny		
Main Phone:	907-230-6436	**Cell Phone:**	
Email:	lloyd@edenalaska.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:

Uncle Herb's will prominently display a sign at/on each entry door to the cannabis retail store that states "No one under the age of 21 is allowed". The sign will be not less than 12 inches long and 12 inches wide, with letters at least one-half inch in height in high contrast to the background of the sign, in accordance with 3 AAC 306.325. When a customer enters the Uncle Herb's retail store, they immediately enter the ID check area where they are greeted by one of our trained staff who will ask for each person's photo ID. The only forms of valid government-issued photo ID's are unexpired, unaltered passports; unexpired, unaltered driver's licenses, instructional permits, and ID cards from any U.S. stator territory, the District of Columbia, or a Canadian province; ID cards issued by a federal or state agency authorized to issue driver's licenses or ID cards and tribal identification cards, issued by a federally recognized tribe, that has a photograph, signature, date of birth and security feature as identified by AS 28.15.111(a)(4). Once the staff have concluded that each person is 21 or older and has a valid photo ID, they will be granted access to the retail area. If an employee of Uncle Herb's is not readily available, the customer will wait in the entryway until each person's ID can be checked. Once the customer is inside the retail store, the budtender will assist the customer, further validate photo ID and complete a sales transaction under the legal sales limits. After the customer's transaction is completed, and its purchase is bagged/packaged in an opaque and child resistant exit bag, the customer will be shown to the store's customer exit. (Continued on Page 11)

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:

The facility will be equipped with a 24-hour monitoring alarm system, exterior lighting, and video surveillance. All entrances, exits, security doors, restricted access areas, windows, every portion of the secured storage area, point of sale areas and the exterior of the building will have security cameras installed to monitor and identify all activity. All members of the public who are allowed access to the restricted access areas of the facility must check in at the front entrance door, sign the visitor log, and obtain a visitor badge, which are to be worn and clearly displayed at all times while in the premises' restricted access areas. To maintain the security of the facility and all marijuana, restricted access areas of the facility will be monitored and restricted at all times. Access will only be granted to employees and licensees, with the limited exception of scheduled pre-approved visitors. The facility will have a commercial-grade lock on the restricted access area doors that will remain locked even during business hours. Each entry point to a restricted access area will have signs prominently posted stating that the area is restricted, for employees only. Distinct and apparent cameras will be placed throughout and around the facility to encourage people to not attempt access.

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

In order to be escorted into restricted access areas, a visitor must be pre-scheduled by a licensee or a manager, with the exception of AMCO and duly authorized law enforcement agents. Each visitor will sign into the visitor's log indicating their name, the date, time in and out of the restricted access area, and purpose of the visit (not an AMCO requirement). All visitors will be required to sign in, and to provide valid, government issued, photo identification. Each visitor (with the exception of law enforcement, AMCO Enforcement or other duly authorized agents) will be issued a visitor badge and will be instructed to clearly display it on their person at all times while on their scheduled visit and return the badge upon exit. At this time, a designated employee or licensee will brief the visitor on the company's policy's regarding hygiene, safety, regulatory compliance, and any other pertinent information the visitor should be aware of while inside the restricted access areas of the retail store. A designated employee or licensee will escort and actively supervise the visitor(s) during the entire visit. At no time will there be more than five (5) visitors per supervising employee or licensee on the premises. Once the visit has concluded, all visitors will be required to exit the premises and return their visitor badges. The visitors log will be kept and stored on-site as an official business record. The visitors will be escorted by an employee at all times while in the restricted access area. The escorting employee or licensee will record all information related to the visitor's presence, including any reportable activity or behavior during the visit. The visitor log will be made available to AMCO upon request.

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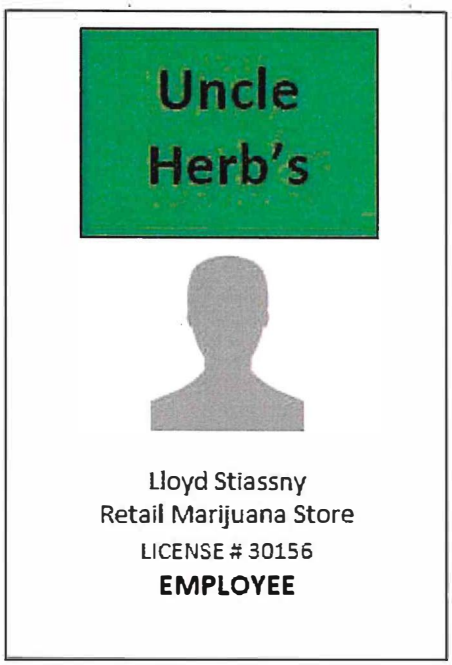
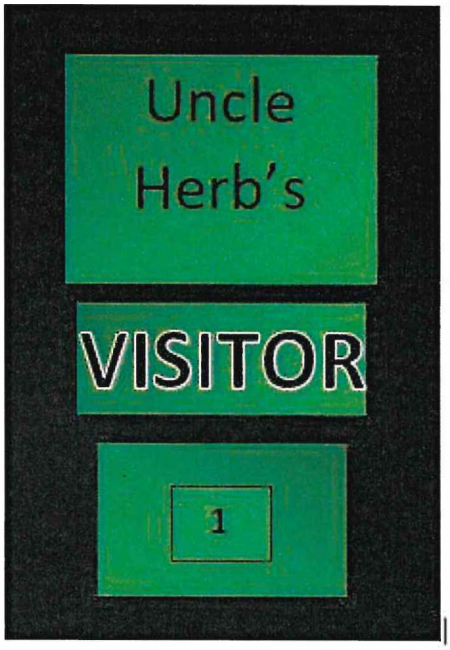
3.3. Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee, or agent while on the premises, and of visitor identification badges that will be worn by all visitors while in restricted access areas:





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:

The exterior of the building will be well-lit. Exterior lighting will be specially designed and positioned to help visually secure the premises and allow the surveillance system to depict individuals up to twenty feet (20') from all entry points. Lights will be mounted at inaccessible heights and will have sturdy housings and lenses to help make them vandal-proof. The company will use extremely bright lights to deter crime and ensure maximum visibility. All lights will be commercial-grade LED lights and will be regularly checked by management to ensure that each light in the system is operational and well-placed for visibility in security footage and to deter loitering or otherwise unauthorized presence on the premises. Lighting will be installed and angled to avoid emitting light pollution onto neighboring lots while remaining compliant with exterior lighting requirements set forth in the regulations.

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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:

Uncle Herb's will contract with a third-party security company to install the alarm system, maintain the equipment, periodically test the devices and continuously monitor the facility at an off-site security monitoring center. The alarm system will be set up to monitor for intrusions with motion detectors in all areas of the building, active during closed hours, as well as a door sensor on the exterior door and glass break sensors on each exterior window. If triggered, an automatic, electronic alert will be sent to the security monitoring center as well as to the licensees' cell phones and/or the general manager. This will also trigger an audible alarm to deter potential intruders. Live security footage will be virtually accessible to the licensees or the general manager via their cell phones so they may monitor the facility even when they are away. The alarm system will be active at all times that the store is closed. The last employee or licensee to leave the store each night will activate the alarm system and the first employee or licensee to arrive in the morning will deactivate the system. In the event that the alarm system sends an electronic alert to local law enforcement to notify them of an unauthorized breach, the management team will evacuate the building (if it is safe to do so and necessary) to a pre-determined safe location. A designated employee will take a head count of employees and any visitors that may have been on the premises to ensure everyone is accounted for. Management will await instruction from law enforcement and will comply with all directives. Once it is safe to do so, employees will return to the facility and inspect for property damage and theft, take inventory, submit all necessary and requested documentation to law enforcement, and promptly report to AMCO Enforcement via email. In the case of the establishment's knowledge of evidence or circumstances that reasonably indicate theft, diversion, or unexplained disappearance of marijuana, marijuana products, or money from the licensed premises; or any unauthorized access to the licensed premises, the licensees will notify AMCO and AMCO enforcement within 24 hours of discovery.

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

Uncle Herb's will implement a security and anti-diversion plan that will encompass training, surveillance and mandated operating procedures. All employees will be taught about methods of diversion and how to detect them. They will be trained in the company's standard operating procedures for handling marijuana products including the label tags placed on every package of marijuana, and how to ensure they are in the database inventory. All adjustments to inventory will require a manager's code, which is recorded in a file that will tell who logged on, what adjustments were made, and will also time stamp the adjustment. Beyond the electronic record keeping and weekly inventory counts, visual verification will be done by managers on each shift, and all parts of the facility will be monitored by surveillance cameras. Employees will be taught how diversion could take place including: employee theft, customer theft at the place of delivery, outside theft (robbery), or a combination of all of the above. Employees will be taught not just detection, but the appropriate responses to ensure the safety of our fellow employees, customers, the public, and the facility itself.

3.7. Describe your policies and procedures for preventing loitering:

Uncle Herb's will have a "No Loitering" sign clearly posted on the exterior of the facility. Loitering outside the establishment will be met with a request from company agents to leave the premises. The loitering individual will be given a verbal warning that law enforcement will be notified if they do not comply. The last resort will be to reach out to law enforcement personnel for assistance. In the retail and display area, agents will be constantly interacting with customers. If customers no longer have a purpose inside the retail and display area, agents will politely state that we have a "No Loitering" policy and customers are then asked to leave. The entrance and perimeter of the building will be monitored by security cameras at all times. Agents will maintain a regular and noticeable presence around the property to deter unauthorized entrance. Continued on Page 11...

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.

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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.

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.

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

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).

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 positioned along the building with ample lighting, and checked regularly to prevent obstructions and to get the best facial image of anyone within twenty feet (20') of all access points. Video surveillance cameras will be placed strategically to record all areas of the facility inside and outside, at a variety of angles. All doors, safes, restricted access areas, and the check-in and check-out counters will have video coverage to clearly identify the faces of those present. Cameras at the external corners of the facility will record activity on each side of the building. The parking lot will have video coverage to identify vehicles. Cameras will be weatherproof and vandal-proof. A failure notification system will be installed to provide audible and visual notification of any failure in the surveillance system so that it can be immediately resolved. During a power outage all video cameras and recording equipment will be run on emergency power with a battery backup system to ensure that they can continue to operate for at least one (1) hour.

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:

All surveillance recording equipment and footage will be stored in the office, with backups on site. The office will be accessible only by authorized agents, and will have an advanced, reinforced security door, locked at all times. The keys used for the office and safe room will be marked "Do Not Duplicate". The licensees and manager will have key access to surveillance recordings to monitor operations virtually. The security system will be password protected to prevent any data tampering, and recorded data will be stored for a minimum of forty (40) days as an official business record. All surveillance footage will be accessible for upload to a separate hard drive in the event that it must be stored for longer to assist in criminal, civil, or administrative investigations. All recordings will be time and date stamped, and archived in a format that prevents alteration of the recorded image. Recordings and surveillance data will be available to AMCO and local law enforcement upon request.

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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)*;

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;**

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

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

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

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

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

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;**

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

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

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:

All facility records will reside in the locked and secured storage room located in the office. Only the licensees and the manager will be issued a key access code for access to the locked storage room, and there will be a secure database maintained with information including employee name and contact information, along with the time and date of each usage which could be matched to a surveillance tape to secure additional information. Facility records will be maintained by the licensees and manager, in accordance with standard retention policies, to ensure business records are stored in a consistent and searchable manner.
All video surveillance recordings are automatically backed up in case of primary hard drive failure to ensure at least forty (40) days of recording is always preserved. Additionally, all required business records are electronically secured on the firewall protected server and backed up automatically. All business records such as operational and regulatory documents, leases, NOVs and responses, approved operating plan changes and approved diagram changes, employee handler card copies, company policies and procedures, recordings, surveillance, financial books, inventory and employment records, logs, manifests, and communications will be also stored on-site in the facility office in a locked cabinet, in addition to being stored electronically as described above.

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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.

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

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.

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.

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.

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.

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

Qualified candidates will be hired on a probationary period during which time they will receive training and evaluation specific to their position. Training will include marijuana industry topics; customer care, food handling, safety precautions and procedures; legal issues; and state local and federal regulations. Training will take place throughout the year, as well as when topics arise that need further explanation. The licensees and/or manager will personally present or arrange training and education to employees. Within the probationary period, all new employees will be required to meet with the manager to learn the company's business approach and to adopt the standard of customer service. A company Employee Handbook will be provided to each new Employee upon job acceptance and a signature page included, to document that they have read the Handbook and will comply with the rules and policies of the business. Routine staff meetings and training will be conducted to review safety procedures of the business and reinforce proper regulatory practices, specific security measures and controls that prevent diversion, theft, and loss of marijuana will be reviewed. As safety and security procedures are of the utmost importance to the licensees, (Continued on Page 11)

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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.

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.

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.

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).

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:

In the event that Uncle Herb's transports any marijuana or marijuana product from the retail store, a trip manifest will be printed from Metrc to accompany the shipment. An additional copy of the trip manifest will also be maintained on the licensed premises as an official business record. The manifest will document the strain name, product type, batch number, weight, the transporter's name and marijuana handler's permit, departure and estimated arrival times, and the make, model, and license plate of the transport vehicle. Any packaging done at Uncle Herb's will be in a designated packaging-only area and will be under nonstop video surveillance. If Uncle Herb's is transporting bulk marijuana for repackaging and sale by another establishment, the wholesale standard weight unit cannot surpass ten (10) pounds. For marijuana that is being transported for sale without repackaging, the standard weight unit cannot surpass one (1) ounce. Uncle Herb's will utilize certified scales and maintain registration and inspection reports on the premises, in compliance with the Alaska Weights and Measures Act. Once packaged, products will go into sanitized, air-tight containers, with compliant labeling and a bar code used for the inventory tracking system. Packaged products that are ready for sale without re-packaging will be unappealing to children and child-resistant. Plastic packaging will be heat-sealed without any easy-open dimple, tab, flap, or corner. All packaging will be uniform with labels secured and prominently displayed. Labels will be affixed to the packaging, including all information originally provided by the cultivation or manufacturing facility such as (1) testing facility and license number, (2) testing date and results, (3) name and license number of cultivation facility, (4) name and license number of manufacturing facility, (if applicable- for concentrates and products), (5) harvest batch number or production lot number, (6) date of packaging, (7) net marijuana weight, and (8) expiration date (if applicable). (Continued on Page 11)

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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.

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.

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.

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.

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.

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.

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

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):

There will be two (2) signs with the business name "Uncle Herb's" on it visible to the general public on both the front and side of the building. Each sign will not exceed 4,800 square inches. The facility will affix and display all required postings on, around, and within the facility, and maintain the visibility and quality of such postings, with up to date information, including (1) operating hours, (2) certificate of occupancy from the city, (3) the State of Alaska marijuana establishment license certificate (to be displayed prominently), (4) approval to operate the facility, (5) "No Loitering" sign on the front door, (6) "Surveillance Cameras In Use" signs, (7) "Restricted Access" signs, and (8) any required postings by the local jurisdiction such as Exit and Fire Extinguisher signs. The operating hours are from 9:00 AM until 9:00 PM every day, except on nationally recognized holidays when the facility and property will be closed. The operating hours will be posted on the front door of the facility. All planned signage, required postings, logos, and advertisements are to be developed by ownership.

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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):

Uncle Herb's may utilize the following medium types when distributing advertisements:

- Newspaper ads
- Radio ads
- Social media to feature specific strains
- Magazine ads
- Sponsorships of sporting events or concerts
- Direct messages with opt out function
- Uncle Herb's company website
- Industry platforms such as Leafly, WeedMaps, etc.

Advertisements will include each warning statement verbatim as they are listed in the regulations.

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

Signature of licensee

Lloyd Stiassny

Printed name of licensee

BRENDA BUTLER
My Commission Expires
NOTARY PUBLIC
May 27, 2025
STATE OF ALASKA

Brenda Butler

Notary Public in and for the State of Alaska

My commission expires: May 27, 2025

Subscribed and sworn to before me this 12th day of January, 2022.

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(Additional Space as Needed):

2.1 Continued: Additionally, in compliance with 3AAC 306.325(c), any area where Uncle Herb's stocks for sale, or dispenses for sale, marijuana or marijuana products, no customers are allowed into that area - as that area is designated as a restricted access area. Only pre-scheduled and pre-approved visitors (with the exception of AMCO, enforcement and law officers, who are not considered visitors) may enter this area after complying with the visitor policy. If at any time an employee identifies an individual on the premises as being under 21, they will be safely escorted off the premises.

3.7 Continued: If loitering occurs during non-business hours, managers will work with the security company and local law enforcement, if necessary, to secure the premises, prevent business practices which could entice or allow loitering, and escort all loitering individuals off the premises as soon as possible. Signage will be posted to deter loitering outside of business hours. Any police reports or incidents involving enforcement will be reported to AMCO.

6.4 Continued: management will conduct quarterly staff meetings with the purpose of updating all employees on new state and local regulations, assuring that each employee is performing within company procedure, assessing any procedural changes that are needed, and addressing any comments or concerns from the staff. Prior to beginning work, employees will be expected to understand: (1) Alaska laws, regulations, and the codes governing the marijuana industry and marijuana establishments; (2) all of the permitting requirements to act as a marijuana handler (including obtaining a marijuana Handler Permit from AMCO Enforcement after completing a state approved course prior to commencing employment) and to work in a marijuana establishment; (3) Uncle Herb's standards, operational protocol, and best practices regarding retail and sale of marijuana; (4) general safety procedures and security protocol; (5) how to think defensively if threatening situations occur, and how to recognize the signs of impairment, drug abuse, and instability; (6) in-depth information about our particular strains and marijuana related products; (7) in-depth information on the requirements of each room, task, and system; (8) the general federal, state, and local employment regulations by which Uncle Herbs is governed; and (9) retail-specific education.

8.1 Continued: Packaged marijuana will be stored in a secured area until ready for transport or display. All packaging must be inspected by management, approved or denied, recorded in the Quality Control Log, and checked for any problems with the final packaging that may cause contamination or impart toxic substances. Any marijuana or marijuana product to be transported will be placed within a sealed package or container up to ten (10) pounds and then into a secure storage compartment (made of steel or a similar solid material) within the transport vehicle or in the bed of a truck. Before shipments leave Uncle Herb's, management will check that all containers are sealed, labeled, and locked in the secure compartment. Shipping containers will have a label stating a licensed testing facility has tested each shipment batch and will list: the final testing date; cannabinoid potency profile; microbial testing results; residual solvent testing results (if applicable); and a statement of all contaminants for which the product was tested, including molds, mildew, filth, herbicides, pesticides, fungicides, and harmful chemicals. Any individuals involved in the transport will have a valid marijuana handler's permit and be trained to travel directly to the destination without any unnecessary stops and without opening packages of marijuana or marijuana product.

Received by AMCO 2.16.22. Payment 2.17.22