DISTRIBUTOR PLAN

A. Distribution Inventory

1. Describe the applicant’s procedures for receiving new inventory of cannabis goods, including:
   i. Where on the premises cannabis goods will be received;
   ii. The security procedures for receiving cannabis goods, including measures to protect against theft and diversion;
   iii. How the applicant will verify the contents of a shipment; and,
   iv. Who will supervise the process of receiving cannabis goods.

2. Describe the applicant’s procedures for storing cannabis goods on the premises, including:
   i. Where on the premises cannabis goods will be stored and how they will be secured against theft and diversion;
   ii. How the applicant will ensure cannabis goods are preserved, do not degrade and are not exposed to sources of contamination;
   iii. How the applicant will ensure that all cannabis goods batches are stored separately and distinctly from other cannabis goods batches; and,
   iv. Who will have access to cannabis storage areas.

3. Provide a template or photo of the label the applicant will attach to each container of each batch of cannabis goods that includes all information required under Section 5302 the Bureau of Cannabis Control Regulations.

4. Describe the applicant’s procedures or systems for tracking the location and disposition of all cannabis goods on the premises.

B. Testing

1. Provide the timeframe for making testing arrangements after taking physical possession of cannabis goods batches.

2. Describe the applicant’s procedures for separating cannabis goods for testing.

3. Describe the applicant’s procedures for ensuring correct batch size, incremental sampling, and how the distributor will ensure that the distributor employee has no contact with cannabis goods or sampling equipment.
4. Describe the applicant’s procedures for video recording sampling of cannabis goods batches.

5. Describe the applicant’s procedures for chain of custody procedures for cannabis goods batches.

6. Describe the applicant’s procedures for a failed sample, including remediation and/or cannabis waste procedures.

7. Describe the applicant’s procedures for a passed sample.

8. Describe the applicant’s procedures for Track and Trace following testing.

9. Describe the applicant’s procedures for Certificate of Analysis review.

C. Packaging and Labelling

1. Describe the applicant’s procedures for verifying labeling contents for cannabis goods batches, when transferring between licensees and storage. Include how the applicant verifies the name, license number of manufacturer or cultivator, date of entry into storage area, unique identifiers and batch number, description of cannabis goods, weight and/or quantity of units in batch, and expiration or sell-by date (if applicable).

2. Describe the applicant’s procedures for verifying labeling contents for cannabis goods for retail sale including final form of verification, primary panel labeling, and informational panel labeling.

3. Describe the applicant’s procedures for verifying labeling contents for cannabis goods for retail sale including net weight (if applicable), identification of the source and date of cultivation, type of cannabis, date of packaging, county of origin (if applicable), allergen warning (if applicable), and unique identifier.

4. Describe the applicant’s procedures for verifying government warning label requirements.

5. Describe the applicant’s procedures for verifying cannabis products required to have "For Medical Use" labeling, if applicable.

6. Describe the applicant’s procedures for verifying packaging requirements including tamper-evident, child-resistant, and resealable child-resistant exit packaging, if applicable.
D. Transportation of Cannabis Goods

1. Describe the applicant’s procedures for preparing a shipment of cannabis goods, including:
   
i. where on the premises the applicant will prepare cannabis goods for shipment;
   
ii. whether the applicant will prepare paper or digital shipping manifests; and,
   
iii. who will supervise the preparation of cannabis goods for shipment.

2. Describe the applicant’s procedures for loading a vehicle or trailer with cannabis goods, including:
   
i. Where on the premises the vehicles or trailers will be loaded with cannabis goods;
   
ii. Who will supervise the loading of vehicles or trailers with cannabis goods;
   
iii. A description of the fully enclosed box, container, or cage that is secured on the inside of vehicle in which the cannabis goods will be transported; and,
   
iv. How the applicant will secure the area where vehicles or trailers will be loaded with cannabis goods.

3. Provide the following information:
   
i. Number of vehicles to be used for transporting cannabis goods;
   
ii. Type of vehicles or trailers to be used, including make, model, year, and vehicle identification number (VIN);
   
iii. Registration and insurance information for each vehicle being used;
   
iv. Whether the applicant has or will be applying for a motor carrier permit, list permit numbers (if applicable).
   
v. A list of all employees that are or will be transporting cannabis goods, either as a driver, or a passenger, including name and age of employee, driver’s license information, and list the roles and responsibilities for each employee.
   
vi. If contracting for security personnel to accompany employees during transportation, provide the name of the company, license number, contact person, and phone number.

4. Describe the applicant’s security procedures for the transportation of cannabis goods, including:
   
i. The alarm systems for each vehicle;
   
ii. All security procedures employees involved in transporting cannabis goods are required to follow;
   
iii. How the applicant will securely transfer control of cannabis goods upon arrival at a licensed premises; and,
iv. How an employee involved in transportation can notify a supervisor of existing or potential security or safety risks during the transportation of cannabis goods.

5. If the applicant is located within a building or on the same parcel of land as another licensee for which transportation by motor vehicle is not operationally feasible, describe how the applicant will transport cannabis goods, if not by motor vehicle.