STAFFING PLAN

A. Organizational Chart

1. Provide an organizational chart for the applicant.

2. Describe any work related to commercial cannabis activity that contractors may perform on the premises.

3. Describe all tasks related to commercial cannabis activity that the applicant intends for or expects contractors to perform on the premises.

B. Hiring

1. Describe how the applicant will make a good-faith effort to have no less than 30% of the weekly hours of the applicant’s workforce performed by employees whose primary place of residence is within a three-mile radius of the applicant’s premises.

2. Describe how the applicant will make a good-faith effort to have no less than 10% of the weekly hours of the applicant’s workforce performed by employees who are Transitional Workers.

C. Training

1. Describe the training the applicant will provide to new employees regarding compliance with state and City commercial cannabis regulations.

2. Describe the refresher training the applicant will provide to current employees regarding compliance with state and City commercial cannabis regulations, including new regulations.

3. Describe the applicant’s procedures for evaluating and correcting employee performance regarding compliance with state and City commercial cannabis regulations.

4. For manufacturing applicants, describe the training provided to manufacturing and production employees before allowing them to independently engage in any cannabis manufacturing process.

5. Describe any training the applicant will provide to employees regarding customer service, specifically communicating information about the properties and effects of cannabis goods.