

Application Summary Sheet

2701 W. 10th Street

One Plant Distribution

To whom it may concern,

The following is a summary sheet regarding One Plant's Cannabis Distribution application.

License Type: Distribution Only (To be added to our current retail license)

Number of Employees: ~8

Hours of Operation: 8am – 8pm

Number of Delivers per Day: ~5-10

Square Footage Occupied by the Use: ~8,482 (See following partitions associated with plan set)

- (116) Hallway – 422 S.F.
- (115) Women's Restroom – 117 S.F.
- (114) Men's Restroom – 110 S.F.
- (118) Distribution – 198 S.F.
- (117) Unisex Restroom – 56 S.F.
- (119) Hallway – 500 S.F.
- (120) Roll Material / Finished Product Storage – 719 S.F.
- (121) Pre-Roll Production & Packaging – 730 S.F.
- (122) Rear Entry – 189 S.F.
- (112) Janitor – 89 S.F.
- (113) Office – 99 S.F.
- (103) Dry Storage – 3317 S.F.
- (102) Office – 98 S.F.
- (101) Loading Dock – 1838 S.F.

Typical Daily Operations (Project Description):

- Opening procedures will be conducted in accordance to Company's Standard Operating Procedures.
- Before receiving cannabis goods from a manufacturer, an inventory count on all current goods will be taken before accepting any new inventory in order to easily identify any loss or theft.
- It will be verified that a shipping manifest was received prior to the scheduled delivery or scheduled pick-up of the shipment. If there is no shipping manifest, the delivery will be refused or a pick-up will be refused.
- If information on the shipping manifest is suspect or inaccurate, clarification will be sought out or correction from the originating licensee but refusal of acceptance will occur if warranted.
- All rejected or returned cannabis will be recorded.
- Batches will be inspected for non-compliant labeling.
- After formally accepting a shipment, the manifest will be uploaded and a detailed record of the shipment will be put into METRC.
- Once the batches have been accepted, inventory storage will commence.
- When a delivery vehicle arrives in the loading area of the licensed premises containing the cannabis batches for storage, a wheeled device will be used to move the product securely and safely from the vehicle to the inventory storage room within the facility.
- Once at the inventory storage room, all environmental controls will be checked.
- Distribution manager will be notified that the batches have been received, stored, recorded/logged in, and are ready to be tested.
- All cannabis goods received will be sampled and tested by a licensed testing facility in order to be released from storage prior to distribution.
- All cannabis goods batches will be stored in containers specific for 1) cannabis to be distributed (after sampling has occurred) and 2) sampled batches, both being in the inventory storage areas.
- Within 24 hours of taking physical possession of a batch of cannabis goods from a manufacturer, the containers of batches awaiting testing will be stored in the designated area of the inventory storage room in a way that makes them separate and distinct from all other batches.
- All required information is entered into the chosen internal computerized seed-to-sale system and METRC
- Labels that contain all the information required by the BCC will be generated and affixed to all containers including a government warning label.

- Employee from the independent testing laboratory will be checked in at the appointment time to acquire the products (sample batches) for testing. Those products are transported back to the independent laboratory and tested.
- The sampled batches will be placed in a designated area of the inventory storage room, making the batches separate and distinct from all other batches in the storage room, where they will be stored until either they pass or fail testing.
- When an order is received from another licensee, order will be confirmed by phone.
- Payment is processed and record of the sale or transport of cannabis goods between licensees will be logged into METRC and the chosen internal computerized seed-to-sale system.
- A shipping manifest will be prepared and circulated.
- On the morning of transport, the goods will be identified on the shipping manifest and transferred to the shipping and receiving room.
- A final packaging and labeling check will commence before products are loaded into the delivery vehicle.
- Goods will be packed with a copy of the appropriate sales invoice to each bag, placed into one or more unmarked shipping containers with shipping manifest inside, and the containers will be locked afterwards.
- Containers will be verified to make sure they have an encrypted RFID tag attached to them before transport.
- Vehicles will be checked for enough fuel to reach the destination without the need for stops along the way.
- Unmarked transport vehicles will be pulled into the designated loading/unloading area in a place that is under video surveillance.
- Containers from shipping and receiving room will be then transferred to the transport vehicles. They will then be secured inside the windowless cargo section in the back of the unmarked transfer vehicle.
- Manifest will be securely transmitted to the Bureau of Cannabis Control and the licensee that will receive the cannabis goods prior to transporting cannabis or cannabis products.
- Transportation team members are trained on the following:
 - Transportation vehicle safety
 - Transportation incident reporting
 - Cargo theft prevention measure
 - Handling inventory
 - Proper transportation protocol
- Routes are planned in a way that ensures that the days, times, and the routes themselves are randomized in order to thwart any possibility of robbery.
- Prior to delivery, communication system and GPS device will be checked to make sure they are operational.

- Using the mapping service, employee will begin the transportation route by driving to the first licensed premises. Employee shall not stray from the planned transportation route for any reason except for necessary rest, fuel, or vehicle repair stops.
- Once close to the premises of the receiving licensee, security personnel will be notified or the shipping/receiving manager.
- Containers will be detached with the cannabis goods from the enclosed, windowless cargo section of the back of the transportation vehicle and will be carried into the destination's designated receiving location.
- Licensee will be provided with a copy of the shipping manifest, sales invoice, and the transportation bill of lading.
- Once accepted, licensee will be asked to sign the paper copy of the shipping manifest where it will be returned to the company's facility.
- Delivery procedure will be repeated for the consecutive identified stops on the route plan.
- All employees are required to render all unusual cannabis and cannabis goods before removing the waste from the licensed premises.
- Rendering of cannabis waste includes:
 - Proper disposal of waste
 - Inventory monitoring requirements
 - Segregating the cannabis waste
 - Record-keeping
- Containers for waste will be affixed with all the required batch and weight information before placing any waste scheduled for destruction within the container.
- The cannabis and cannabis plant material will then be placed into the cannabis waste container labeled "WASTE PRODUCT TO BE DESTROYED".
- The cannabis will then be rendered by two employees.
- Before rendering is complete, the waste is checked to be at least 50% non-cannabis waste from the incorporation of non-consumable solid wastes.
- Cannabis waste is then secured in waste receptacles in possession and control of the company until the waste is disposed of by an authorized waste hauler.
- All cannabis waste is then documented in the Waste Log.
- Closing procedures will be conducted in accordance to Company's Standard Operating Procedures.