



OFFICE OF CANNABIS POLICY

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

Maine Medical Use of Cannabis Program Inherently Hazardous Substances Manufacturing Facility Registration Certificate Change Form

An inherently hazardous substances (IHS) Manufacturing Facility Registration Certificate holder must report changes pertaining to the inherently hazardous substances manufacturing facility registration certificate using this form.

A change in the inherently hazardous substances being used, changes to extraction equipment or changes to required safety and security measures must be approved before they may be implemented, and new certification by a professional engineer licensed in the State of Maine provided, if applicable.

Any change in the physical location of the facility must be reported to the Department at least 30 days before such relocation in conjunction with a change request for the caregiver registry identification card or dispensary registry certificate. A change in officers or directors, facility director or principal officer(s) must be reported to the Department within 3 days.

An IHS Manufacturing Facility Registration Certificate may not be transferred to another person or entity. A person or entity purchasing or taking over an existing IHS manufacturing facility must submit a new registration certificate application.

Section 1. IHS manufacturing facility information. Complete information as on current registration.

Registrant's Legal Name:	IHS Manufacturing Facility Registration Certificate: MHX		
Primary Contact Name:	Title/Relationship to Registrant:		
Registrant's Phone:	E-mail Address:		
Mailing Address:	City:	State:	Zip:

Section 2. Change(s) Requested. Check each type of change requested and complete the corresponding Sections.

- Change(s) to Basic Information: Complete Section 3
- Change to Physical Location of Facility: Complete Section 4
- Change(s) to Facility Diagram of Premises: Provide updated diagram that includes requirements of Section 4(b)
- Change(s) to Co-Location: Complete Sections 4(b) and 4(c)
- Change(s) to Inherently Hazardous Substances and/or Equipment Used: Complete Section 5
- Change(s) in Facility Management: Complete Section 6

All registrants must complete Sections 7, 8 and 9.

Section 3. Basic IHS manufacturing facility information. Complete only those items that have changed.

Registrant's Legal Name*: <small>*Please provide proof of legal name change, such as a marriage certificate, probate court order, or similar legal document; if a business entity, provide Secretary of State filing for legal name change.</small>			
Trade Name/DBA: (if applicable)	Website: (if applicable)		
Primary Contact Name:	Title/Relationship to Applicant:		
Phone:	E-mail Address:		
Mailing Address:	City:	State:	Zip:

Section 4. Inherently hazardous substance manufacturing facility premises changes.

Section 4(a). New location where IHS manufacturing activities will be conducted. If moving the physical location of the facility, the address provided in this section must match the address provided in Section 2 of the new Inherently Hazardous Substances Manufacturing Facility Local Authorization Form.

Physical Address: Municipality:

Property Owner Name: Property Owner Phone:

Is the premises at least 500 feet from the property line of any preexisting public or private school? Yes No

Section 4(b). Facility diagram of premises where IHS manufacturing activities will be conducted. If reporting changes to existing facility diagram, please indicate those items that have changed.

Provide a facility diagram with sufficient detail and clarity to indicate the following:

- A floor plan showing the proposed size (in square feet) and layout of the registered premises, including an indication of the primary activities to be conducted in each area of the registered premises;
- An indication of where solvents, chemicals and inherently hazardous substances will be stored;
- An indication of where waste containing cannabis will be stored;
- An indication of all external windows and doors;
- An indication of all points of ingress and egress within the registered premises;
- An indication of any areas of the registered premises open to qualifying patients, caregivers, or the public;
- An indication of the location of all security measures required by 18-691 CMR, ch. 4, including:
 - Exterior lighting sufficient to deter nuisance activity and facilitate surveillance;
 - Access-control-card system;
 - Actively monitored alarm system;
 - Security cameras at all access points to the premises and storage areas containing cannabis;
 - Visitor arrival and departure log;
 - Any other interior or exterior security devices;
- An indication of the location of any areas open to qualifying patients, caregivers, caregiver assistants, dispensary assistants, or the public.

Section 4(c). Other uses of premises where IHS manufacturing activities will be conducted. If moving the physical location of the facility, complete each section below. If making changes to facility co-location, complete the appropriate section(s) to reflect changes being made.

Is the property where IHS manufacturing activities will be conducted also used as a residence? Yes No

If yes:

- Indicate on the facility diagram provided for Section 5(b) the location of that residence within the property and the location of the entirely separate entrance from a public right of way;
- Will IHS extraction occur in the same building or structure where the residence is located? Yes No

Will applicant's caregiver or dispensary activities be co-located with the IHS manufacturing activities? Yes No

If yes:

- Which authorized caregiver or dispensary activities will be conducted at this premises?
 - Cultivation activities.
 - Manufacturing activities other than IHS manufacturing.
 - Manufacturing edible cannabis products.
 - Transfer, donation and/or sale of medical cannabis, concentrate and products to patients.
 - Operation of a caregiver retail store.
 - Purchase, sale or other transfer of wholesale cannabis.
- Indicate on the facility diagram provided for Section 5(b) the location of your authorized caregiver or dispensary activities.
- How will licensee distinguish between the cannabis authorized to possess with caregiver or dispensary registration and the up to 40 pounds of harvested cannabis authorized to possess with this certificate?

Will this IHS Manufacturing Facility be co-located with an Adult Use Products Manufacturing Facility? Yes No

If yes:

- Indicate which adult use establishment: Adult Use Establishment Licensee Name:
Adult Use Establishment License Number: AMF
- Indicate on the facility diagram provided for Section 5(b) the location of the adult use activities.
- Describe the plans to ensure that all cannabis, concentrate and other cannabis products are correctly packaged and labeled for medical use or adult use:
- Describe the plans to separately track, including input to the tracking system, cannabis, cannabis concentrate and cannabis products for medical use separately from adult use and will otherwise keep them from becoming intermixed:
- Describe how the licensee will ensure that each piece of equipment is not used simultaneously on medical cannabis and adult use cannabis, with the purpose of ensuring that medical and adult use cannabis, cannabis concentrate, and other cannabis products will remain separate:

Section 4(d). Required Documents for change of physical location of facility. In accordance with 18-691 CMR, ch. 4, the applicant must provide, at a minimum, the following documents with this application for change.

- Certification by a professional engineer licensed in the State of Maine pursuant to 32 MRS, chapter 19 of the safety and location of the professional grade closed loop equipment used for cannabis extraction and the professional engineer's approval of the standard operating procedures for the cannabis extraction;
- Certification by a professional engineer licensed in the State of Maine pursuant to 32 MRS, chapter 19, or a State or authorized local official, that the equipment used for cannabis extraction and the location of the equipment comply with state law and all applicable local and state building codes, electrical codes and fire codes, including the chapters of the most recent National Fire Protection Association Fire Code relating to cannabis extraction facilities;
- Documentation from the manufacturer of the cannabis extraction system, or certification by a professional engineer licensed in the State of Maine, showing that a professional grade, closed-loop extraction system that is capable of recovering the solvents used to produce cannabis concentrate is being used by the applicant;
- A Maine Medical Use of Cannabis Program Inherently Hazardous Substance Manufacturing Local Authorization Form from the municipality where the applicant's registered premises will be located;
- If property owner is other than the applicant, a copy of the lease agreement between the applicant and the property owner.

Section 5. Inherently hazardous substances and equipment to be used.

Indicate which inherently hazardous substances are to be used:

- Butane
- Propane
- Acetone
- Heptane
- Pentane
- CO₂
- Other liquid chemical, compressed gas, or commercial product with a flash point at or below 100°F
Which other liquid chemical, compressed gas, or commercial product:

I understand that I am only permitted to perform IHS extraction using a 99% or greater purity of the solvent(s) indicated in this section.

- Agree Disagree

I understand that all flammable gas that must be odorized in compliance with state and federal regulations is.

- Agree Disagree

List changes to equipment to be used to conduct manufacturing activities using IHS, including UL or other safety listing:

List changes to safety and personal protective equipment to be used on the premises:

Section 5(b). Required Documents for change in inherently hazardous substances or equipment to be sued. In accordance with 18-691 CMR, ch. 4, the applicant must provide, at a minimum, the following documents with this application for change, if applicable.

- Certification by a professional engineer licensed in the State of Maine pursuant to 32 MRS, chapter 19 of the safety and location of the professional grade closed loop equipment used for cannabis extraction and the professional engineer's approval of the standard operating procedures for the cannabis extraction;
Check if change does not affect current certification on record:
- Certification by a professional engineer licensed in the State of Maine pursuant to 32 MRS, chapter 19, or a State or authorized local official, that the equipment used for cannabis extraction and the location of the equipment comply with state law and all applicable local and state building codes, electrical codes and fire codes, including the chapters of the most recent National Fire Protection Association Fire Code relating to cannabis extraction facilities;
Check if change does not affect current certification on record:
- Documentation from the manufacturer of the cannabis extraction system, or certification by a professional engineer licensed in the State of Maine, showing that a professional grade, closed-loop extraction system that is capable of recovering the solvents used to produce cannabis concentrate is being used by the applicant;
Check if change does not affect current documentation or certification on record:

Section 6. Facility Management. Complete the sections where changes are being made.

Manufacturing Facility Director*.
*If the registrant a caregiver, the caregiver must be the manufacturing facility director.

Legal Name:	RIC or CGR Number: RIC or CGR
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Principal Officer(s). An IHS manufacturing facility that will employ more than 5 assistants, must designate a Principal Officer, and may designate more than one if desired, who cannot also be the Manufacturing Facility Director.

<input type="checkbox"/> Add <input type="checkbox"/> Remove	Legal Name:	RIC Number: RIC
<input type="checkbox"/> Add <input type="checkbox"/> Remove	Legal Name:	RIC Number: RIC

Additional Person(s)-in-Charge. An IHS manufacturing facility must at all times have a person-in-charge, present on the premises of the facility during hours of operation or apparent activity, who can cooperate with any inspection, on-site assessment or complaint response. The facility may designate other Person(s)-in-Charge for times the Manufacturing Facility Director or Principal Officer(s) are not on site.

<input type="checkbox"/> Add <input type="checkbox"/> Remove	Legal Name:	RIC Number: RIC
<input type="checkbox"/> Add <input type="checkbox"/> Remove	Legal Name:	RIC Number: RIC
<input type="checkbox"/> Add <input type="checkbox"/> Remove	Legal Name:	RIC Number: RIC

Additional Key Personnel. An IHS manufacturing facility must identify key personnel in the organization who will be engaging in extraction using IHS. If there are key personnel who will be engaging in extraction using IHS not already listed in this Section, list those individuals here.

<input type="checkbox"/> Add <input type="checkbox"/> Remove	Legal Name:	RIC Number: RIC
<input type="checkbox"/> Add <input type="checkbox"/> Remove	Legal Name:	RIC Number: RIC
<input type="checkbox"/> Add <input type="checkbox"/> Remove	Legal Name:	RIC Number: RIC

