The Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Public Health
Bureau of Health Care Safety and Quality
Medical Use of Marijuana Program
99 Chauncy Street, 11th Floor, Boston, MA 02111

CHARLES D. BAKER
Governor
KARYN E. POLITO
Lieutenant Governor

MARYLOU SUDDERS
Secretary
MONICA BHAREL, MD, MPH
Commissioner
Tel: 617-660-5270
www.mass.gov/medicalmarijuana

MANAGEMENT AND OPERATIONS PROFILE
Request for a Certificate to Registration to Operate a Registered Marijuana Dispensary

INSTRUCTIONS

This application form is to be completed by a non-profit corporation that wishes to apply for a Certificate of Registration to operate a Registered Marijuana Dispensary ("RMD") in Massachusetts, and has been invited by the Department of Public Health (the "Department") to submit a Management and Operations Profile.

Once invited by the Department to submit a Management and Operations Profile, the applicant must submit the Management and Operations Profile within 45 days from the date of the invitation letter, or the applicant must submit a new Application of Intent and fee.

If invited by the Department to submit a Management and Operations Profile for more than one proposed RMD, you must submit a separate Management and Operations Profile, attachments, and application fee for each proposed RMD. Please identify each application of multiple applications by designating it as Application 1, 2 or 3 in the header of each application page. Please note that no executive, member, or any entity owned or controlled by such an executive or member, may directly or indirectly control more than three RMDs.

However, even if submitting a Management and Operations Profile for more than one RMD, an applicant need only submit one background check packet, including authorization forms for all required individuals, and fee associated with the background checks.

Unless indicated otherwise, all responses must be typed into the application forms. Handwritten responses will not be accepted. Please note that character limits include spaces.

Attachments should be labelled or marked so as to identify the question to which it relates.

Each submitted application must be a complete, collated response, printed single-sided, and secured with a binder clip (no ring binders, spiral binding, staples, or folders).
Mail or hand-deliver the Management and Operations Profile, with all required attachments, the $30,000 application fee, and completed Remittance Form to:

Department of Public Health  
Medical Use of Marijuana Program  
RMD Applications  
99 Chauncy Street, 11th Floor  
Boston, MA 02111

All fees are non-refundable and non-transferable.

REVIEW

Applications are reviewed in the order they are received.

After a completed application packet and fee is received by the Department, the Department will review the information and will contact the applicant if clarifications/updates to the submitted application materials are needed. The Department will notify the applicant whether they have met the standards necessary to be invited to submit a Siting Profile.

Applicants must receive an invitation from the Department to submit a Siting Profile within 1 year of the date of submission of the Management and Operations Profile or the applicant must submit a new Application of Intent and fee in order to proceed in the application process.

PROVISIONAL CERTIFICATE OF REGISTRATION

Applicants must receive a Provisional Certificate of Registration from the Department within 1 year of the date of the invitation letter from the Department to submit a Siting Profile. If the applicant does not meet this deadline, the application will be considered to have expired. Should the applicant wish to proceed with obtaining a Certificate of Registration, a new application must be submitted, beginning with an Application of Intent, together with the associated fee.

REGULATIONS

For complete information regarding registration of an RMD, please refer to 105 CMR 725.100.

It is the applicant’s responsibility to ensure that all responses are consistent with the requirements of 105 CMR 725.000, et seq., and any requirements specified by the Department, as applicable.

PUBLIC RECORDS

Please note that all application responses, including all attachments, will be subject to release pursuant to a public records request, as redacted pursuant to the requirements at M.G.L. c. 4, § 7(26).

QUESTIONS

If additional information is needed regarding the RMD application process, please contact the Medical Use of Marijuana Program at 617-660-5370 or RMDapplication@state.ma.us.

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC
CHECKLIST

The forms and documents listed below must accompany each application, and be submitted as outlined above:

☐ A fully and properly completed Management and Operations Profile, signed by an authorized signatory of the applicant non-profit corporation (the “Corporation”)

☐ A copy of the Corporation’s Articles of Organization

☐ A copy of the Corporation’s Certificate of Good Standing from the Massachusetts Secretary of State. The Certificate of Good Standing must be dated no earlier than 90 days prior to the date the Management and Operations Profile is received by the Department.

☐ A copy of the Corporation’s bylaws

☐ An Employment and Education form (use template provided) for each of the following individuals: The Corporation’s Chief Executive Officer, Chief Operations Officer, Chief Financial Officer, individual/entity responsible for marijuana for medical use cultivation operations, and individual/entity responsible for the RMD security plan and security operations

☐ A bank or cashier’s check made payable to the Commonwealth of Massachusetts for $30,000

☐ A completed Remittance Form (use template provided)

☐ A sealed envelope with the name of the Corporation and marked “authorization forms,” that contains the background check authorization forms (use forms provided) and fee, for each of the following actors:

- Chief Executive Officer; Chief Operating Officer; Chief Financial Officer; individual/entity responsible for marijuana for medical use cultivation operations; individual/entity responsible for the RMD security plan and security operations; each member of the Board of Directors; each Member of the Corporation, if any; and each person and entity known to date that is committed to contributing 5% or more of initial capital to operate the proposed RMD. For entities contributing initial capital to operate the proposed RMD, authorizations forms must be completed and signed by the entity’s Chief Executive Officer/Executive Director and President/Chair of the Board of Directors.

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC____
SECTION A. APPLICANT INFORMATION

1. Life Essence, Inc.

Legal name of Corporation

Jeffrey Greenberg

2. Name of Corporation’s Chief Executive Officer

540 VFW Parkway, Suite 7, West Roxbury, MA 02132

3. Address of Corporation (Street, City/Town, Zip Code)

4. Robert Carp

Applicant point of contact (name of person Department of Public Health should contact regarding this application)

617-861-4519

5. Applicant point of contact’s telephone number

rcarp@post.harvard.edu

6. Applicant point of contact’s e-mail address

7. Number of applications: How many Management and Operations Profiles do you intend to submit?

3

SECTION B. INCORPORATION

8. Attach a copy of the corporation’s Articles of Organization, documenting that the applicant is a non-profit entity incorporated in Massachusetts.

9. Attach a copy of the corporation’s Certificate of Good Standing from the Massachusetts Secretary of State. The Certificate of Good Standing must be dated no earlier than 90 days prior to the date the Management and Operations Profile is received by the Department.

10. Attach a copy of the corporation’s bylaws.
SECTION C. NON-PROFIT COMPLIANCE

Answer each of the questions below to explain how the Corporation will remain in compliance with the non-profit requirements of Ch. 369 of the Acts of 2012, the regulations at 105 CMR 725.000, and “Guidance for Registered Marijuana Dispensaries Regarding Non-Profit Compliance.” Please refer to the “Guidance for Registered Marijuana Dispensaries Regarding Non-Profit Compliance” document in completing this form.

11. Please identify any management company that the applicant intends to utilize and summarize the terms of any agreement or contract, executed or proposed, with the management company.

Life Essence, Inc. does not anticipate contracting with any management company or outside party.
12. Please identify any agreements or contracts, executed or proposed, in which the applicant will engage in a Related Party Transaction and summarize the terms of each such agreement.

Life Essence, Inc. has no agreements or contracts, executed or proposed, in which the corporate entity will engage in a Related Party Transaction.
13. Please identify whether any members of the Board of Directors are also serving as employees of the proposed RMD and, if so, their title and role with the proposed RMD.

Jeffrey Greenberg, Esq., the President of Life Essence, Inc. will act as President of the company. His role will include the overall daily management and operations of the RMD.

Howard Heidenberg will act as Chief Operating Officer of the Company. His role will be quality control and inspection of the medical cannabis during growth, harvesting, and final packaging.
14. Please identify whether any members of the Board of Directors are serving as officials, executives, corporate members or board members for any management company, investor or other third party proposed to contract or otherwise conduct business with the proposed RMD.

N/A

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC
15. Please identify any contract or agreement, executed or proposed, under which a percentage or portion of the applicant's revenue will be distributed to a third party and summarize the terms of any such agreement or contract.

Life Essence, Inc. anticipates signing a "Host Community Agreement" providing a percentage of revenue to the city or cities where our dispensaries may be housed.

The applicant agrees and attests that it will operate in compliance with all applicable state laws and regulations, including, but not limited to, laws regarding child support and taxation, as well as the "Guidance for Registered Marijuana Dispensaries Regarding Non-Profit Compliance."

Signature of Authorized Signatory

Date Signed

Robert Carp, Esq.
Print Name of Authorized Signatory

Attorney for the Corporation

Title of Authorized Signatory

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC
SECTION D. EXPERIENCE

16. Attach an Employment and Education form (use template provided) for each of the following individuals: The Corporation's Chief Executive Officer, Chief Operations Officer, Chief Financial Officer, individual/entity responsible for marijuana for medical use cultivation operations, and individual/entity responsible for the RMD security plan and security operations.

17. Describe the experience, and length of experience, of the Corporation's Chief Executive Officer, Chief Operations Officer, and Chief Financial Officer with running a non-profit organization or business.

Chief Executive Officer: Mr. Greenberg has been on the board of directors of the synagogue in the city where he and his family reside. Mr. Greenberg also runs a law office in Tampa, Florida, where he is responsible for the day to day operations, managing staff, and insuring work product is done professionally and on time for both clients and the court system. Mr. Greenberg has been an attorney practicing in a business setting for over twenty years.

Chief Operations Officer: Dr. Howard Heidenberg is a physician who runs a specialized medical office and is responsible for the day to day operations, including patient care, billing, communications and referrals with other physicians. Dr. Heidenberg has been a physician in both a clinical and private setting for over 20 years.

Chief Financial Officer: Robert Liedtke is an operations and financial specialist, having worked for a number of corporations for over 20 years.

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC
18. Describe the experience, and length of experience, of the Corporation's Chief Executive Officer, Chief Operations Officer, and Chief Financial Officer with providing health care services.

Chief Executive Officer - No Experience

Chief Operations Officer - Dr. Howard Heidenberg is a graduate of the United States Military Academy at West Point. He performed his residency training in Urology at Walter Reed Army Medical Center in Washington, DC where he received subspecialty training in Male Infertility. Following his residency training, he remained on staff at Walter Reed as a general urologist and became Chief of Male Infertility until relocating to the Tampa Bay area in 2000. He is a partner physician with Tampa Urology, a division of Florida Urology Partners, where he practices general urology and specializes in male infertility. Dr. Heidenberg has numerous publications and has received many awards, including the Bronze Star. He has been recognized as one of “America’s Top Urologists”.

Chief Financial Officer - No Experience

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC
19. Describe the experience, and length of experience, of the Corporation's Chief Executive Officer, Chief Operations Officer, and Chief Financial Officer with providing services for marijuana for medical purposes.

Chief Executive Officer - No experience with providing services for marijuana for medical purposes.

Chief Operations Officer - No experience with providing services for marijuana for medical purposes.

Chief Financial Officer - No experience with providing services for marijuana for medical purposes.
20. Describe the experience, and length of experience, of the Corporation’s individual/entity responsible for marijuana for medical use cultivation operations and individual/entity responsible for the RMD security plan and security operations with providing services for marijuana for medical purposes.

Cultivation Director: Jason Hancock - Jason Hancock has helped a number of growers and cultivators obtain metrics for proper medical cannabis growth, organic pest control, and proper soil composition for the past twenty years. He has performed the services for approximately 10 years for commercial nurseries, and also for commercial cannabis growers on the west coast for the past ten years. He is currently working with several Florida commercial cannabis growers to help supervise crop growth, proper lighting and nutrients, and vegetation and flowering schedules.

Director of Security: Gregory Johnson has provided corporate security for medical facilities for the past thirty years. He does not have experience with security for medical cannabis operations. He will work with our outside security vendors to implement our security plan and help train our security personnel.

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC
SECTION E. OPERATIONS

21. Provide a summary of the RMD's operating procedures for the cultivation of marijuana for medical use.

Life Essence, Inc. will create Cultivation Facility Operating procedures, to be available for DPH review. Key procedures include:

FACILITY ACCESS - Swipe cards encoded with detailed access areas. Upon entering facility, employees change into facility-provided pocket-less scrubs, shoe covers, and work wear.
VENDOR ACCESS - Vendors must be preregistered with facility manager, issued ID badges (if on-site), and must be escorted at all times.
PRODUCTION AREA PROTOCOLS - Protocols will be established for germination, vegetative growth, pruning and flowering, moving plants for flowering state and light deprivation, temperature monitoring, pH monitoring, nutrient monitoring, pest/pathogen monitoring, and general growing and cleaning tasks.
CARBON DIOXIDE TREATMENT - Protocols will be set for monitoring CO2 levels for optimum plant growth and employee safety.
PLANT RFID TAGGING - Plants will be RFID tagged, entered and tracked by commercial software for on-demand "seed-to-sale" tracking.
PROCESS FLOW - All parts of the growth cycle will be documented utilizing labeling for different strains, seed and finished product storage, grow cycles, physical and computer inventory tracking, temperature/pH/nutrient and water readings, harvesting, drying, packaging and shipment to the dispensary.
NUTRIENT USE AND STORAGE - Nutrients and chemicals must be entered into appropriate containers for safety and storage, and will always comply with organic requirements for Federal and State standards.
EMPLOYEE TRAINING AND MATERIALS - Employee training will be ongoing. New employees will receive in-classroom and on-the-job training for their specific tasks, and will be mentored by the cultivation facility management.
FACILITY SECURITY AND SAFETY - A security design plan and implementation of appropriate alarm and monitoring equipment to maintain a safe and secure facility will be completed. Employees will be trained in procedures for access, storage of equipment and chemicals, identification and facility admittance, emergency contacts, and insuring alarm systems, camera systems, and other security devices and procedures are operational, uninterrupted, and constantly monitored and maintained.
PRODUCT SECURITY - Plants, plant waste, harvested flowers and packaged inventory will be bar coded and stored in safes and/or specially locked and alarmed rooms.
EMPLOYEE SAFETY - Employee training will include safe utilization of tools and chemicals.
WASTE MANAGEMENT & DISPOSAL - Employees will be trained in packaging, neutralizing and destroying cannabis waste products.
MINIMIZING ENVIRONMENTAL IMPACT - Training in pollution laws, disposal laws, odor prevention, light pollution and other hazards.
RECORD KEEPING - Preparing test samples, plant counts, seed packaging and growth charts.
EMERGENCY PROCEDURES - Protocols for fire, robbery, accident, power loss, etc.
ADVERSE EVENT REPORTING/RECALL PLANNING - Incident reporting, emergency contacts, recall of plants or MIPS.

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC
22. Describe the types and forms of Marijuana Infused Products ("MIPs") that the RMD intends to produce, if any.

Life Essence, Inc.'s dispensary intends to produce the following MIPs, all of which shall comply with the DPH guideline:

Transdermal/topical salve and patches, creams and lotions, tinctures, vaporizer oils, food, candy, bakery items and beverages.

LABELING AND PACKAGING - All labels will be at least 1/16" in size and all MIP unit sizes will be such that no single unit contains more than the DPH allotted supply of marijuana. All packaging will be child-resistant and light-resistant, and labeled as containing cannabis. All products will provide a warning to keep away from children and store in a child proof place.

All MIPs will contain a label in English that states:

(1) The manufacturer's name and address;
(2) A unique serial tracking number that will match the product with a producer batch and lot number so as to facilitate any warnings or recalls the department or producer deem appropriate;
(3) The final testing and packaging date;
(4) The expiration date;
(5) The product weight;
(6) A list of all active ingredients, including a terpenes profile, tetrahydrocannabinol (THC), tetrahydrocannabinol acid (THCA), cannabidiol (CBD), cannabidiolic acid (CBDA), and any other active ingredient that constitute at least 1% of the marijuana batch used in the product.
(7) A listing of all non-cannabis ingredients.

All MIPs will conform to the 725.105(c)(2) labeling requirements.
23. Provide a summary of the RMD's methods of producing MIPs, if the RMD intends to produce MIPs.

Life Essence Inc.'s dispensary will produce and sell MIPs. Standard operating procedures for the MIPS commercial kitchen facility will include:

MIP COMMERCIAL KITCHEN FACILITY SPECIFICATIONS - Life Essence, Inc. will build a MIP commercial kitchen facility that fully complies to both M.G.L. 105 CMR 590.000 and 105 CMR 725. Sinks, hand-washing stations, storage, testing, wall coverings, bathroom requirements, HVAC, refrigeration and freezer, cooking areas, insect control, personnel uniforms, packaging areas, etc. will all follow and comply with all State and Federal guidelines (1999 Food Code and supplements). All employees making or handling MIPS will be SafeServ certified.

Life Essence, Inc. will use the Heilodelph Precision PX1 and Roto Vape extraction machine to separate terpenes and release cannabinoids from the products, creating a processed extract to be used to infuse edibles. All MIPS will be prepared using commercial recipes for candies, edibles, liquids, bakery items, etc., supported by specialty MIP technicians. All MIP batches will be recorded and tracked in a kitchen recording system, and all products will have a label containing the batch and production date. All batches will be tested with in-house equipment and through an independent third party commercial lab.

Life Essence, Inc. will create an HACCP plan (Hazard Analysis and Critical Control Points) which will be available for review by the DPH.
29. Provide a summary of the RMD’s operating procedures for quality control and testing of product for potential contaminants.

Life Essence, Inc. will utilize an outside third party lab for testing. In house the SOP's for quality control and testing include:
All nutrients will be examined for contents & potential contaminants.
Only biological pesticides will be applied.
Filtered water will be used to prevent contamination.
All workers will walk through a ceiling blower to remove potential contaminants before entering facility.
Workers will walk through a special container of a water/chlorine mix to kill shoe borne contaminants.
Application of gamma irradiation equipment to kill 99% of all micro-organisms.
All testing performed subject to the Cannabis Inflorescence and Leaf monograph (American Herbal Pharmacopoeia) standards.
Limit tests will include foreign organic matter, total ash, & acid-insoluble ash.
All external testing done by state approved labs.
All crops batch tested for pests, contaminants, mold and potency.
Soil testing before use for contaminants and pests.
Determination of sample size for internal and external testing.
Written procedure for responding to contaminated samples.
Additional batch sampled uniquely bar coded for further sampling.
All testing documentation retained for five years
Procedures in place for stability testing to determine shelf life for MIPS
Random sampling of finished products currently for sale
All nutrients and additives shelf life recorded and reviewed
Expiration dates in large font on labels.

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC
30. Provide a summary of the RMD’s operating procedures for maintaining confidentiality of registered qualifying patients, personal caregivers, and dispensary agents, as required by law.

Federal law does not apply to medical marijuana dispensaries, but the state laws above are the mandatory regulations.

Patient data will be entered into database only accessible by licensed dispensary agents.

Network ports will be blocked for transmitting data except to the DPH.

Paper records will be stored in locked file cabinets accessible only by designated employees.

USB ports will be disabled to prevent copying files.

Patient information will only be provided by subpoena.

Paper records will be shredded after using.

No medical records will left unattended.

Employees will be trained and tested on patient confidentiality.

Passwords will be changed every thirty days.

Workstations/computers must be signed off when unattended.

No passwords may be written on any paper.

Workstations/computers may only be positioned in secure areas.

Software will provide a "digital trail."

All disclosures require written authorization.

Retention policies revised annually.
31. Provide a summary of the RMD’s personnel policies.

Life Essence, Inc. has already created an Employee Handbook in anticipation of its need for both the dispensary and the cultivation facility. The Handbook contains the following headings, which covers in detail the personnel policy guidelines that will be initially introduced into the facilities:

- New Employee Policies
- Reference/background checks
- Time-Related Policies
- Compensation-Related Policies
- Personnel Records
- Conflicts of Interests
- General Confidentiality
- Professional Conduct
- Technology Policies
- Confidentiality of Records and Data
- Dispensary Manager Staff Development
- Communications
- Health, Safety and Security
- Fire and Safety
- Reporting Accidents
- Emergency Plan
- Smoking in the Workplace
- Violence-Free Workplace
- Lactation Accommodation
- Employee Relations
- Open Communication
- Standard of Conduct General Policy
- Employee Responsibility
- Responsibilities of Supervisors, Managers, Directors
- Employee Conduct
- Problem Resolution
- Employee Benefits
- Discretionary Benefits
- Employee Assistance Program
- Holidays
- Vacation Policy
- Leave of Absence
- Medical Leave of Absence
- Sick Leave
- Funeral Leave
- Jury Duty and Witness Leave Time
- Voting Time
- Unpaid Personnel Leave
- Pregnancy Disability Leave, Rehabilitation Leave, Military Leave
- Time Off for Victim of Domestic Violence or Sexual Assault
- Benefits During Leave
- Ending Employment
- Termination

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC
33. Provide a summary of the RMD's operating procedures for record keeping.

Life Essence, Inc. will utilize the BioTrackTHC Point of Sale software system for tracking seed to sale inventory, financial records, cultivation and facility records, dispensary records and to integrate accounting records originated in Quickbooks. Payroll will be performed by an outside service, and adjusting entries will be imported into BioTrackTHC. We will be able to track seeds through harvest, and any product that is transferred to the MIPS kitchen or destroyed. Our record keeping will include patient information, sales, seed-to-sale tracking and all other business components except for the following, which will be in an add on database:

- Internal Auditor Spot Counts
- Patient Record Shredding Log
- Cultivation Manual
- Emergency Action Plan (RMD also)
- Security Logs (RMD also)
- Visitor Log (RMD also)
- Pesticide Log Preventative Action Forms & Log
- Foreign Matter Inspection
- Integrated Pest Management Log
- Shipping Records
- Corrective and Preventative Actions
- Chain of Custody Logs
- Sample Collection Log
- Lot and Batch Release Log
- Recall Forms
- Employee Handbook/Training Log
- Sanitation Program
- Cannabis Destruction Records
- Waste Disposal Plan/Log
- Nutrient Dispensing Log
- Daily Opening/Closing Checklist
- Dispensary Compliance Seminar Guide
- End of Day Deposit Template
- Master Employee Scheduling Form
- Product Return Log
- Employee Applications
- Employee Discipline Reports

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC
34. Provide a summary of the RMD's plans for providing patient education.

Life Essence, Inc. will provide educational materials about marijuana for patients and their primary caregivers. We will maintain an adequate supply of up-to-date education material available for distribution. The materials will contain information about various strains of marijuana and their different effects, and also various forms and route of administration. Life Essence, Inc. will offer educational material for the selection of prepared marijuana and provide "tracking sheets" to qualifying patients and primary caregivers who request them to keep track of the strains used and their effects.

Educational material will include information on how to achieve proper dosage for different modes of administration, with an emphasis on using the smallest amount possible to achieve the desired effect. The impact of potency will also be explained.

Information on tolerance, dependence and withdrawal will be provided. If it is believed that a qualifying patient or primary caregiver is abusing marijuana there will be a protocol for reporting it to management. Safe storage material will be incorporated into the material.

Explanations of MIPS labels and allergy warnings will be included as well. Every patient will be informed regarding substance abuse signs and symptoms.

All patients will be assigned an education counselor who will be available specific hours to help answer questions.
36. Provide a summary of the RMD's policies and procedures for the provision of marijuana for medical use to registered qualifying patients with verified financial hardship without charge or at less than the market price.

Life Essence, Inc.'s Financial Hardship Program will provide reduced cost marijuana to patients with documented, verified financial hardship. The recipient must meet those criteria listed in CMR 725.004. There will be a sliding scale based on federal poverty levels providing assistance to those patients that receive MassHealth or Supplemental Social Security Income, or if the individual's income does not exceed 300% of the FPL, adjusted for family size and geographic location. Patients who are at the level where their income is calculated to be 100% or less of the FPL will qualify for a free eighth of an ounce of medicine weekly. In the event a patient purchases more than the free product in a week, the medicine may be purchased at a 50% discount. The sliding scale provides for those earning 101% to 200% of the FPL will qualify for a 75% discount on an eighth of an ounce purchase per week. Additional medicine beyond the original eighth of an ounce purchased during a given week will qualify for a 50% discount. Patients whose annual income falls in the range of 201%-300% will qualify for a 50% discount on an eighth of an ounce of medicine per week. Any amount acquired above the eighth of an ounce during a given week can be purchased at a 25% discount. Former military members whose current income is 200% or less of the FPL will receive a full ounce of medicine every two weeks for free. All information concerning our hardship fee scale will be posted in the dispensary.
37. Provide a summary of the training(s) that the RMD intends to provide to Dispensary Agents.

Upon hiring, all employees will go through initial and recurrent training. The training has two components, overall knowledge, and job specific knowledge. Each new employee will be taught the policies, standard operating procedures and tasks to be performed in their position, and to insure compliance with state law.

Life Essence, Inc. will provide a mentor to each new employee who will assist in their training. Training will include the use and knowledge of:

Dispensary operations
Point of Sale operations
Product security
Facility security
Emergency drills for adverse events
Contents of the employee handbook
Contents of the Dispensary/Cultivation Operations Handbook
Patient interaction
Tours of the dispensary and cultivation facility
Verifying patient credentials
Using the DPIPs database, and the inhouse database
Patient record security and confidentiality of records
Educational materials
In depth knowledge of the strains and their effects on patients
Proper dosing
Understanding and reporting the signs of abuse.
Educational support materials.
Manifest requirements
Documentation for receiving inventory
Documentation for returned product
How to handle complaints
Emergency procedures for adverse events
Massachusetts laws (105 CMR 725)
Community relations
Specific job duties and descriptions
Product handling
Sanitation
Growing and cultivation policies
Inventory procedures and chain of custody
Quality control procedures
Understanding packaging and labeling
38. Will the Corporation provide worker’s compensation coverage to the RMD’s Dispensary Agents?

Yes ☒ No ☐

39. Will the Corporation obtain professional and commercial insurance coverage?

Yes ☒ No ☐

40. Describe the Corporation’s plan to obtain liability insurance or place in escrow the required amount to be expended for coverage of liabilities.

Life Essence, Inc. has obtained a commitment for liability insurance and other general coverage required by 105 CMR 725.105(Q)(1) through the Philbin Insurance Group. The policy will provide for general liability, property coverage, coverage for business income and additional expenses and product liability. The general liability policy will have $1,000,000 per occurrence, $2,000,000 in aggregate annually, product liability for $1,000,000 per occurrence and $2,000,000 in aggregate. The deductible for the liability policy is $5,000 per occurrence.

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC _______
SECTION F. CAPITAL CONTRIBUTORS

List all persons and entities known to date that are committed to contributing 5% or more of initial capital to operate the proposed RMD. For entities contributing initial capital to operate the proposed RMD, list the entity’s Chief Executive Officer/Executive Director and President/Chair of the Board of Directors.

Attach additional tables if needed.

<table>
<thead>
<tr>
<th>Individual Name</th>
<th>Amount of Initial Capital Committed</th>
<th>Percentage of Initial Capital Committed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Howard Heidenberg</td>
<td>$1,300,000.00</td>
<td>100%</td>
</tr>
<tr>
<td>Sandy Goodman</td>
<td>$1,300,000.00</td>
<td>100%</td>
</tr>
<tr>
<td>They are partners in the entirety</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC
<table>
<thead>
<tr>
<th>Entity Name</th>
<th>Leadership Names</th>
<th>Amount of Initial Capital Committed</th>
<th>Percentage of Initial Capital Committed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entity CEO/ED:</td>
<td>Entity President/Chair:</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Entity CEO/ED:</td>
<td>Entity President/Chair:</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Entity CEO/ED:</td>
<td>Entity President/Chair:</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Entity CEO/ED:</td>
<td>Entity President/Chair:</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>
ATTESTATIONS

Signed under the pains and penalties of perjury, I, the authorized signatory of the non-profit applicant corporation, agree and attest that all information included in this application is complete and accurate and that I have an ongoing obligation to submit updated information to the Department if the information presented within this application has changed.

Signature of Authorized Signatory ____________________________ Date Signed ______________

Robert Carp, Esq.

Print Name of Authorized Signatory ____________________________

Attorney for Life Essence, Inc.

Title of Authorized Signatory ____________________________

I hereby attest that if the corporation is allowed to proceed to submit a Siting Profile, the corporation is prepared to comply with all Siting Profile requirements.

Signature of Authorized Signatory ____________________________ Date Signed ______________

Robert Carp, Esq.

Print Name of Authorized Signatory ____________________________

Attorney for Life Essence, Inc.

Title of Authorized Signatory ____________________________

Information on this page has been reviewed by the applicant, and where provided by the applicant, is accurate and complete, as indicated by the initials of the authorized signatory here: RC________