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ESTABLISHED 2015

FLC #00242053



Addendum to Humboldt Synchronicitrees Cultivation and Operation Plan
Application #12779

Attention Lisa Welsh,

This Addendum is response to your email request for updates regarding this project. We asked specifically that you use the letter format that the County frequently uses in requesting additional information, and instead you printed the email and mailed. Please note, we require that any requests from the County be iterated in the manner we often see, that is in a County letterhead. Please note, also that our request for you to merely put your email in an envelope and mail is not acceptable and will not be accepted in the future. Please take the time to follow standard protocol in sending deficiency requests.

- Water Bladders: As per the site plan, we currently have 60,000-gal bladder water storage capacity, and two (2) 3000 gallons tanks totaling and additional 6,000, which makes 66,000 gallons. The applicant agrees to replace three existing water bladders with alternative storage, are scheduled for removal in Jan 2021, as requested.

- Rainwater catchment and ponds were not a part of this proposal and will not be.

- Cultivation and Operation Plan Amendments:

Preexisting layout (3) 20'x36' GH's and 7,154 sq. ft. of outdoor cultivation between Area 1 and Area 2.

Proposed Layout: GH1A and 1B to be replaced with one 1600 sq. ft. greenhouse in Area 2. Remaining cultivation in Area 2 to be relocated to GH5 and Part to GH11 in newly proposed area with better slope.

Area 1 to be relocated to GH6,7,8,9,10, and 11.

- Two cycles a year/water: We currently have 66,000-gal storage designated for cultivation. Prior water use was estimated based on reporting quantities. The property currently features adequate storage to support the operation based on the total volume. Based on multiple year MRP reporting that property does not exceed the following uses:

Mar: 1000 Gallons

April: 1500

May: 2500

June: 11000

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July: 11000
August: 12000
Sept: 6000

-
- We currently have one 3000-gal tank designated and fitted for fire suppression, and accessible to a fire truck.
-
- Any employees will carpool to work when there is a need for staff support, original estimated employees were based on an approximation, and no longer applies.
-
- All generators are housed in Generator Sheds with insulation for noise.
-
- Relocation Area: Cultivation Area #1 sits on the side of the hill and is within SMA boundaries, and Cultivation Area #2 featuring the outdoor portions are both cited in steep areas. It would be environmentally superior to relocate as the proposed location there is less risk for long term soil impact than around the edge of a greenhouse on a hill. The plan is to remediate the current cultivation areas with recommended cover crop in the area such as Rye grass or White Clover.

Attn Liza Welsh,

Here is an addendum I have provided to address the most recent deficiency letter, and this way be able to request a hearing with the county as soon as possible.

I would like to start prepping the new site this year, before the rains begin, as it is easier and better for the soil. Please let me know what you think about this.

I am grateful for your help up to this point and would like this to happen as soon as possible. Let me know if there is anything additional you would like me to clarify.



Addendum- for deficiency letter

2019 site configuration – to be moved to a new site. (site 2 and three, see details)

The site configuration for this season consists in two areas, site one and site two. Both site one and site two are in use this season for cannabis cultivation, but site two will be discontinued next season, once our provisional permit area is authorized, and will use it as a vegetable garden.

Site one has TWO greenhouses this year (both 20x36 ft), and only one, will remain, (is on the map) as a nursery. This one green house, 20x36 ft. I submitted a temporary reduction of cultivation area for a total of 6,500 sq ft which are what is presently being used this season (2019), before the relocation.

The site configuration for next season, the permanent relocation setup consists in three cultivation areas, (sites 1, 3, and 4, as shown on the updated site map- Site 2 is being transformed to a vegetable garden and all cannabis cultivation is being discontinued in this location) and two greenhouses (greenhouse 1 (20x48sq ft.) and greenhouse 2, 20x45sq ft), for a total of 1,860.00 sq feet of nursery space. Greenhouse 1 is located in Site one, and greenhouse 2 is located right below the house, both depicted with red rectangles on the map.

-Site one has a total of 1,227.8 sq ft,

-Site three has a total of 5,052 sq ft,

-Site four has a total of 3,034 sq ft,

All three are shown in a left side panel, with a descriptive table in the left side panel, showing all of the bed sizes.

All three cultivation sites have the length and width notated on the detailed image in the left margin of the site plan.

ALL of the beds are 6 ft wide, except for two beds in the cultivation site 1, which has two beds that are only 5 ft wide. Other than that their only variation is their width, this was done due to the irregularity of the land, to stay in the flatter areas of our land, and reduce the soil movement as much as possible.

Three greenhouses totaling three are used for nursery to support the operation. All three greenhouses will be taken apart and rebuild and used as greenhouse one and two, our nurseries for next season, for a total of 1,860 sq ft. The final locations of these greenhouses be on the revised map.

Water: Cultivation will be full-term outdoor and achieve one harvest per year. The primary irrigation water source is an on-site spring. Water is currently stored in bladders. We will be adding additional water storage in tanks, the plan is to phase in multiple 5,000 gallon plastic tanks to achieve forbearance. We aim to provide 200,000 gallons of water storage in 5000 gal plastic tanks, on sites shown on the map.

We are going to begin by installing tanks in the system we have, using the present point of diversion, which includes pumping during the winter months of rain, and work on phasing in a rainwater collection system in the future (next two years), I will make sure to include this in the site plan map when this occurs, for the moment I don't want to delay this submission, as we are not planning to do this for the next season (2020).

The proposed water tanks, are also on the map. They are marked with small circles, in three different locations,

- one with 16 proposed 5000 gallon tanks (there are PRESENTLY – TWO 2500 ALREADY THERE, PLUS THE WATER BLADDERS (20,000 GAL),
- ONE WITH 12 proposed, and none presently there, another side with 8 proposed 5000 gallon tanks, and one 20,000 presently there,
- one with three proposed 5000 gallon tanks and no bladders presently there (misabeled - engineer is relabeling it. Ill send an updated copy on Monday),
- There are also three Domestic water tanks, clearly labeled, (present)
- an 1100 gal. tank below our house, also clearly labeled.
- Aside from that the only other water tanks are near our diversion point, where we pump water up the hill after gathering it in one 2500 gal tank and another 300 gallon tank linked together.

I estimate using approximately 50 %-100% more water next season (between 50,000 and 100,000 gallons) depending on all of the related factors (irrigation style, depth, plant size, heat, type of bed, and how freely we water them (on saving rations or at full need))

I would prefer to have 200,000 gallons of water storage for next season and my goal is to provide it for next season if I can get the funding, otherwise, I'll recur to careful water saving, and mulching, and make it work with my water bladders. As I do not presently have the funding *** I need for the 200,000 gallons of water storage, I'm requesting two years to make this happen.

(***I'll be submitting a proposal for the equity grant precisely for this reason for need of funding to be able to complete this compliance process smoothly)

Water use greatly varies depending on usage methods and habits, as well as plant size, weather, irrigation methods, and use of mulch and or cover crop as well. There can be a great variation in amount of gallons with siminar sized plants. The below water usage table shows the water budget (used previous water budget).for the year 2018.

Water use is as follows: (for 2018 cultivation, I was using about 4,000 sq feet or less (in a 7000 +/- sq ft. area. This year 2019 I'm using about 4,000 of the 6,500 I claimed as a temporary reduction< but we are using *mostly* garden beds, which require much less water.)

Jan: zero gallons water use - include propagation if any: For the time being we haven't yet set up a propagation and/ or clone room. It requires a lot of electricity, and although we have solar panels enough to do this we do not have batteries. Hopefully we will in the future.

Feb: 10-50 gallons – (2018 zero use)include propagation if any: Water use in February is extremely minimal. We would *ideally* purchase clones and / or feminized seeds at this time, possibly mid way through the month. We may only use as much as 10-30 gallons at most, just enough to soak the seed trays and clones to keep them alive.

Mar: 600 gallons- include propagation if any: If we don't purchase clones in February, we would start them in March, and the water use is still extremely minimal. Purchasing clones, we transplant into 4x4 containers, and keep them protected from strong heat, or the seeds are very small and take about 2-3 weeks before needing transplant into 4x4 containers. We use between 500 and 1000 gallons total, probably closer to 500 in the month of March.

Apr: 900 gallons - Nursery/ Now is 4x4 containers, and growing under cover of a nursery, they are ready to be transplanted into 1 gallon to continue growing. We use between 600 and 1500 gallons during April

May: 3000 gallons - nursery / outdoor water use – still in a nursery if they are clones, seeds do not need as much protection. We used between 2,500 gallons and 4,000 gallons. Transplanting may start near the end of this month and increase the numbers of gallons, depending on the weather.

June: 5,500 gallons - Outdoor water use – transplanting into final locations as they are ready. Transplanting takes additional water, although we still do not need to water heavily or as often as Summer. We use between 5,000 gallons and 7000

July: 7000 gallons- Outdoor water use – Full Sun, full growing stage- in beds in the soil - we use between 6,500 and 7,500 gallons.

Aug: 7200 gallons - Outdoor water use – Full sun full growing stage, entering into flower – in beds in soil – use between 6,400-7,500 gallons,

Sep: 6000 gallons - Outdoor water use – full sun flowering stage – in beds in soil – use between 5,500-7,000)

Oct: 4,00 gallons - Outdoor water use- full sun flowering stage – in beds in soil – use between 3,800-5,500.

Nov: 860 gallons - Most strains are finished or finishing – little water use – use between 500- 1000

Dec: zero water use -seldom if ever water use

For the present time, we are a family operated farm, and do not have employees, we place a 8 employee maximum for future possibilities.

At peak harvest, there will be up to 8 seasonal workers on-site.

We are now 100% full sun and will be using the growing season to cultivate now, without using light deprivation.

Our parking areas. Will be on the revised map, we will have eight parking spaces.



Operations Manual
for
Humboldt Synchronicitrees, LLC
Cultivation Project
Updated: 9/17/17

Produced By:



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Project Name

HUMBOLDT
SYNCHRONICITREES

Project Location

2775 Dutyville Rd.,
Garberville, CA 95542

Project Sponsor

Humboldt Synchronicitrees,
LLC.
Mailing: P.O. Box 1985,
Redway, CA 95560

Sponsor Contact

Megan Gregori, 707-986-7503

Permitting Agency

AgDynamix, LLC
Teisha Mechetti, 707-798-6199

APN

221-171-047

Existing Zoning Designation

FR

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Industry Analysis

Industry regulations have been enacted at the State, County, local and—in some instances—municipal levels. The proposed Project will adhere to all applicable regulations.

Summary

A complex framework of regulatory laws influences cannabis cultivation regulations pertaining to the proposed Project, including Proposition 215, the Compassionate Use Act, Senate Bill 420, and the Medical Cannabis Regulation and Safety Act (MCRSA), and Proposition 65 (Prop 64) or the Adult Use Marijuana Act (AUMA), and most recently the Medical Adult Use Cannabis Regulation Safety Act (MAUCRSA).

Local permitting must be obtained before seeking licensure at the State level (which becomes effective January 2018). Some local jurisdictions in California, to date, have established and implemented regulations to per miss, permit, and/or license cannabis business operations.

In November 2016, the AUMA legalized “recreational” cannabis possession, consumption, and personal indoor cultivation, but had no effect on medical marijuana permitting or licensing.

On June 27th, Senate Bill 94, otherwise known as, the Medical Adult Use Cannabis Regulation and Safety Act (MAUCRSA) by Governor Jerry Brown in efforts to consolidate the two legislative pieces put in effect to govern commercial medical and recreational cannabis activities, otherwise known as the consolidation of the MCRSA and AUMA. The merge of these two legislative pieces features changes to the licensing scheme that we were working within prior to its effect.

State Regulatory Framework

With the passage of the Compassionate Use Act (Proposition 215) in 1996 and the Medical Marijuana Program Act (MMPA) in 2003 (Senate Bill 420), California created a system of possession and cultivation limits, a voluntary identification program, and assurance of a non-diversionary system of medical cannabis cultivation and dispensation. The intent of these legislative efforts was to clarify the scope of application, prevent arrest and prosecution, promote uniform application, increase accessibility of product, and address issues within the act to promote fair and orderly implementation.

In September 2015, the California State legislature enacted three bills under the MCRSA, consisting of AB-243, AB-266, and SB-643. Each bill addresses various issues pertaining to licensing and regulatory requirements involving medical cannabis cultivation, manufacturing, transportation, distribution, sales, and testing. These bills became effectual January 1, 2016, with State licensing to open on January 1, 2018.

The MCRSA establishes a multiagency framework to regulate commercial cannabis. The foundation of MCRSA is: “No person shall engage in commercial cannabis activity without possessing both a State license and a local permit, license, or other authorization.” This legislation provides for the licensure of commercial cannabis activity in California, strengthens environmental protections, and creates licensing opportunities for small and specialty cultivators.

Assembly Bill 243 (AB-243) requires the CDFA, CDFW, and State Water Resources Control Board (SWRCB) to promulgate regulations and standards pertaining to medical cannabis cultivation efforts, mitigate impacts on environments, and coordinate enforcement efforts with State agencies.

Assembly Bill 266 (AB-266) addresses the licensure and regulation of medical marijuana for which the framework is primarily the responsibility of the Bureau of Cannabis Control (BCC) to enforce under the Department of Consumer Affairs' (DCA) and the Bureau of Medical Cannabis Regulation. Collaboratively, the Board of Equalization (BOE) and the CDFA are responsible for tracking and reporting the movement of cannabis goods throughout the State.

Senate Bill 643 (SB-643) addresses the setting of standards on behalf of physicians and surgeons prescribing medical cannabis and requires the Medical Board of California (MBC) to implement investigations of physicians who repeatedly or excessively prescribe medical cannabis to patients without good faith exemption. This bill requires the BMCR to gather fingerprints to conduct criminal history background checks.

This Act also grants the DCA sole authority to implement and govern the system for creation, issuance, renewal, discipline, suspension, or revocation of such licensure under the Bureau of Cannabis Control program. Additionally, the CDFA is responsible for administering provisions of the act related to or associated with cultivation and transportation of medical cannabis. This bill also authorizes counties and municipalities to propose and implement taxation on medical cannabis activity.

In addition to the initial framework developed to support local regulations and State licensing, there has been a broad legislative effort to institute clean-up bills to further clarify the scope and definitions under the MCRSA.

The Adult Use of Marijuana Act (AUMA), which passed in November 2016, has legalized adult use ("recreational") cannabis possession, consumption, and limited personal indoor cultivation. Because the AUMA legislation addresses only recreational cannabis issues, it currently has no effect on medical marijuana permitting or licensing.

On June 27th, Senate Bill 94, also known as, the Medical Adult Use Cannabis Regulation and Safety Act (MAUCRSA) signed by, Governor Jerry Brown, in efforts to develop a single regulatory structure that governs commercial medical and recreational cannabis activities, collectively known as MCRSA and AUMA. The merge of these two legislative pieces features changes to the licensing scheme that were in effect prior to the implementation of MAUCRSA.

The creation of MAUCRSA prompted 23 license type activities varying from Cultivation, Processing, Manufacturing, Packaging, Infusion, Testing, Retail, Distribution, and Microbusiness licenses. License types 5-5B will not be available until 2023. Across the license types they will be assigned either an "A" for Adult Use or "M" for Medical operations. The introduction of new license types Type 5-5B Cultivation, Processing, Manufacturer I and II, Packaging, Infusion, and Microbusinesses was an introduction of license types carried from the AUMA. The MAUCRSA also now excludes transportation as a license type. Furthermore, clarification of the fact, points concerning that event licenses are not prohibited under this framework were also clarified. The local authority could issue event permits for "onsite cannabis sales to, and consumption by, persons 21 years of age or older at a County Fair or District Agricultural Association Event".

According to this legislation, an applicant may now pursue a State license without local approval, however, may not conduct activities until local approval is met, otherwise could prompt a violation that would make the State license applicant ineligible to hold the license.

Local Regulatory Framework

Under State legislation, MCRSA, municipalities possess the authority to set their own regulations pertaining to land use and commercial cannabis business activities. Local permitting must be obtained before seeking licensure at the State level (which becomes effective January 2018).

Humboldt County

In October 2015, Humboldt County began its review process of the Commercial Medical Cannabis Land Use Ordinance (CMCLUO). This legislation governs commercial medical cannabis activities within the authority of the County of Humboldt and establishes zoning regulations, performance standards, and environmental compliance—as well as requiring proof of documentation. The ordinance went into effect February 26, 2016. The deadline for applicants was December 31, 2016.

On September 13, 2016 Humboldt County issued a correcting and clarifying document to address the elements of the CMCLUO that were not clear under the initial Ordinance No. 2544 and the implementation of the program.

An Environmental Impact Report is underway to assess the overall impacts of this program which could significantly affect the Commercial Cannabis Land Use Ordinance, once the results of the study have been considered.

Executive Summary

Humboldt Synchronicitrees, LLC is a sole member for profit entity designed to conduct agricultural activities within the State of California.

Sponsor proposes to operate an agricultural business that supports cultivation, processing, and packaging activities. The company has assumed up to ten (10) employees will support site activities during peak harvest. This model would set a healthy precedent for the Garberville community by setting a sound agricultural standard for this emerging industry.

The Sponsor is applying for a Special Permit of pre-existing outdoor cultivation. Applicant wishes to receive a timely issuance of a M-Type 2 license for outdoor cultivation.

The Project Sponsor is proposing 10,000 sq. ft. of cultivation in the form of two (2) greenhouse cultivation areas and two (2) outdoor cultivation areas located on Parcel No. 221-171-047, zoned FR, on a parcel totaling 40.69 acres. One (1) cultivation area, denoted Area 1 on Site Plan, is scheduled to be relocated to a new proposed cultivation area, denoted Area 3 (See Site Plan). The Project site includes an existing Agricultural Building adjacent to the house designated to support all processing and nursery activities.

The Project site will be supported by one (1) Honda 6500 generator and two (2) solar panels comprised of one (1) 100 sq. ft. solar panel and one (1) 600 sq. ft. solar panel. Applicant proposes to add to their solar array to support the project site's energy needs.

Cultivation areas and domestic activities will be supported by six (6) existing onsite water tanks totaling 12,400 gallons, four (4) existing water bladders 60,000 gallons, and one (1) proposed 20,000-gallon water bladder. The applicant proposes to divert water from one (1) local onsite riparian spring to support water storage and supply domestic and cultivation activities. An additional water source will be the implementation of a rainwater collection system that would primarily support cultivation activities.

The Sponsor is currently enrolled with the Waste Waiver Discharge Program. An Initial Statement of Water Diversion and Use has been submitted to the State Water Resources Control Board to claim the right to divert from an onsite riparian spring for cultivation and domestic purposes. A Notification of Lake or Streambed Alteration has also been submitted to the Department of Fish and Wildlife for the diversion from the Spring and is under review.

Project Timeline (2017)

Phase 1

- Submit Grading Plan to County.
- Obtain Land Use Approval & Grading Permit.
- Develop Pond for Winter Rainwater Catchment.
- Submit Building/Septic Plans.
- Obtain Building Permits.

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Phase 2 (2018)

- Relocate Outdoor Cultivation Area 1 to Area 3.
- Install Septic System.
- Improve/Develop Existing Infrastructure.

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Project Overview

The Project concerns Parcel No. 221-171-047 in Garberville, California that is seeking provisional permitting for outdoor medical cannabis cultivation with consideration of the phased approach to development. The Project currently features six (6) cultivation areas totaling just under 10,000 sq. ft. Cultivation and processing activities would occur on the southern portion of the Parcel.

Summary

The Project parcel is zoned FR, which falls within the allowable zoning specified by the local authority. The Sponsor seeks permit approval for 10,000 sq. ft. of outdoor cultivation that is pre-existing, is supported by evidence, and involves natural light with an exception for supplemental lighting for nursery activities.

The Project currently features six (6) cultivation areas comprised of three (3) greenhouse cultivation areas and three (3) outdoor cultivation areas totaling 10,000 sq. ft. the configuration of this project will change once pre-existing cultivation is relocated to Area 3.

Location Description

The proposed Project would occur on legal Parcel No. 221-171-047 at 2775 Dutyville Road, Garberville, CA 95542, in the southwest quarter of the northeast quarter of Section 31, Township 3 South, Range 2 East, Humboldt Meridian.

Zoning

The property features zoning FR and the following characteristics:

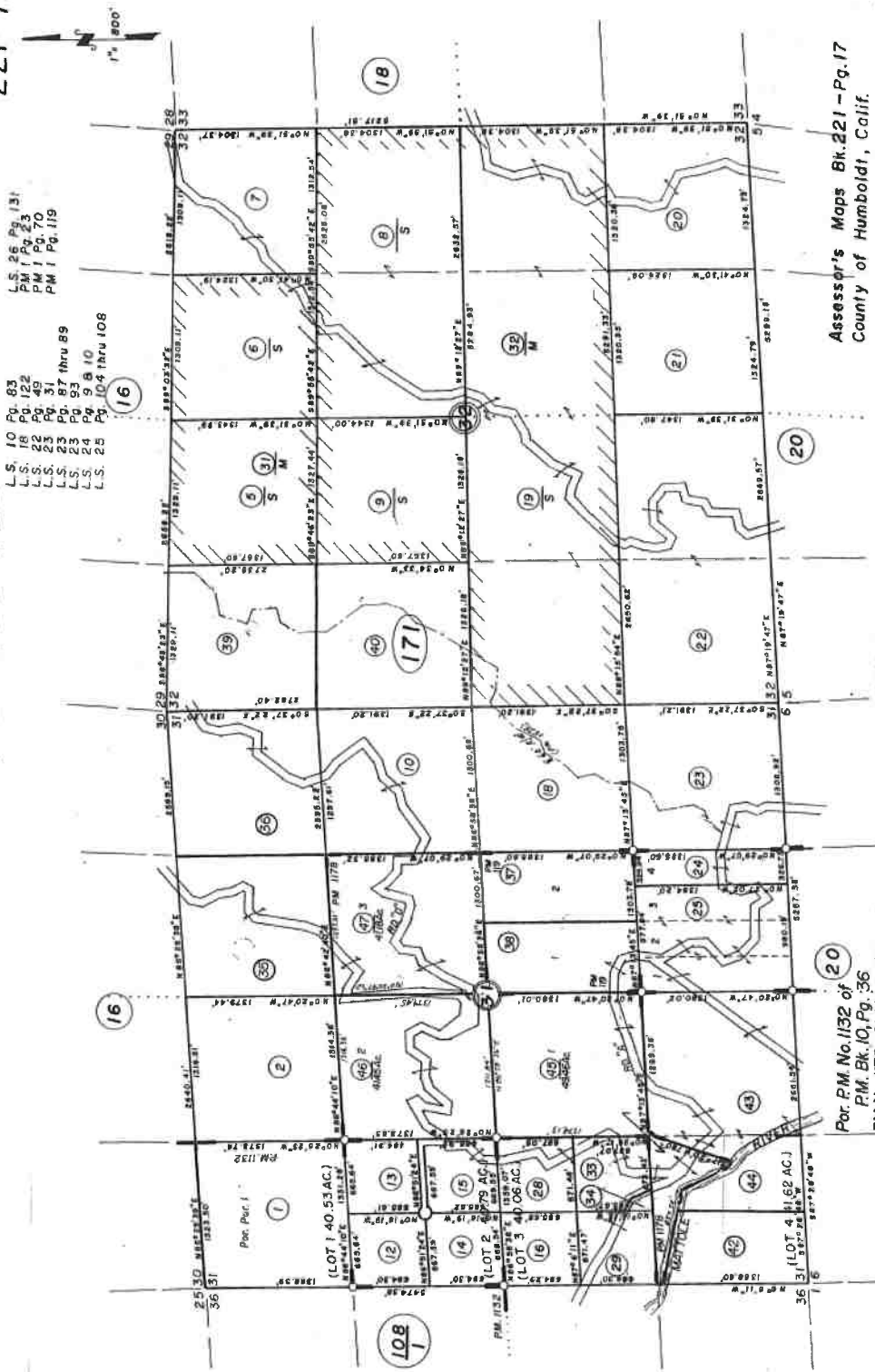
- GIS acres: 40.69.
- Coastal Zone: Outside.
- 100 Year Flood Zone: Outside.
- Alquist-Priolo Fault Hazard Zone: Outside.
- FEMA FIRM Flood Rating & Panel Number: Not Applicable.
- Slope: <15% in most cultivation areas.
- Relative Slope Stability (Per General Plan Geologic maps): Moderate Instability.

Soil Ratings

As per Humboldt County's Ordinance No. 2544, because the project is pre-existing, no prime agricultural soil rating requirement pertains.

Assessor's Parcel Map

SECS. 31 & 32 T3S R2E 221-17



Assessor's Maps Bk. 221-Pg. 17
County of Humboldt, Calif.

NOTE - Assessor's Block Numbers Shown in Ellipses
Assessor's Parcel Numbers Shown in Circles

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Por PM No. 1132 of
PM Bk. 10, Pg. 36
PM No. 1178 of PM Bk. 10, Pg. 88

Zoning Map



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Jurisdictional Boundaries Map



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Land Use (Critical Facilities) Map



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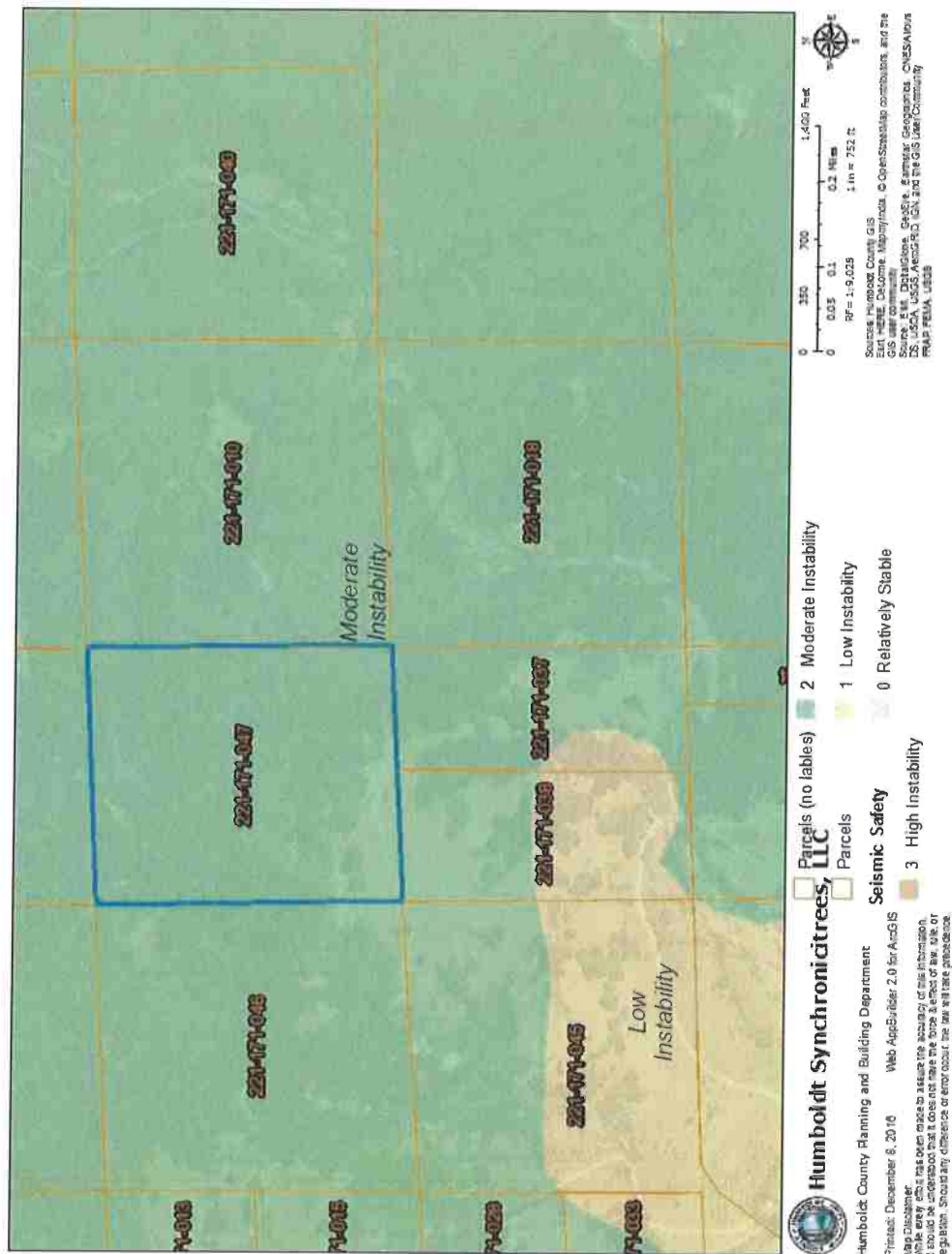
Flood Zones Map



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Stability Map



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Environmental Impacts & Standards

Environmental impacts and standards include a comprehensive summary of all environmental elements related to the proposed Project. Impacts could include land use, development, pollutants, nuisances, and related environmental concerns. Federal and State standards have been set—with oversight from the United States Environmental Protection Agency (EPA) and the U.S. Department of Agriculture (USDA)—regarding potential environmental impacts caused by general industry applications.

Mitigation measures that can be employed for cultivation activities to prevent environmental detriment often feature the implementation of Best Management Practices (BMPs) suggested by the State Water Resources Control Board (SWRCB) under the Water Board Order and enrollment/compliance with the Waste Water Discharge (WWD) program. This can include the potential requirement for a Water Resource Protection Plan (WRPP). Additional conformance may be required with the California Department of Fish & Wildlife (CDFW) (formerly Fish & Game) under a Lake and Streambed Alteration Agreement (LSA-1600/1602).

All projects must also adhere to standards and maintain compliance with regulations set forth by the Division of Environmental Health (DEH) through a Contingency Plan (see *Contingency Plan* below) regarding all wastes (known as a Waste Management Plan). Applicants must also abide by regulations set forth by the Department of Pesticide Regulations (DPR) and the Tribal Historical Preservation Office (THPO) for archaeological preservation.

Often it is found, during the review of the Project, that there may be additional requirements and/or specific needs to support a sound environmental action or mitigative plan to adhere to the standards set under additional agency authority.

Summary

Potential Project impacts could include biological resources, land use/planning, transportation/traffic, agriculture and forestry, hazards and hazardous materials, public services, utilities/service systems, geology/soils, and hydrology/water quality.

Development impacts could include those regarding landscapes, infrastructure, roadways, and other environmental ramifications resulting from the Project.

Nuisance mitigation would include prevention of environmental impacts such as through odors, lights, and sounds that could potentially adversely affect neighboring properties or habitats. The proposed Project area would be required to meet all setback standards required by all agencies within the State of California and the local authority.

Background

On January 1, 1970, President Nixon signed the National Environmental Policy Act (NEPA). California Governor Reagan followed suit by signing the California Environmental Quality Act (CEQA) into law on September 18 of the same year. These laws required the incorporation of environmental values into governmental decision making. These statutes require Federal, State, and local agencies to analyze and disclose the potential environmental impacts of their decisions, and—in the case of CEQA—to minimize significant adverse effects to the extent feasible.

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NEPA was codified under Title 42 of United States Code § 4331 et seq. (42 U.S.C. 4331 et seq.). Under NEPA, Congress established the White House Council on Environmental Quality (CEQ) to ensure that Federal agencies meet their obligations under the Act. CEQ's Regulations for Implementing the Procedural Provisions of NEPA are found in Title 40 of the Code of Federal Regulations, § 1500 et seq. (40 CFR 1500 et seq.). In California, CEQA was codified under Division 13 of California's Public Resources Code (CPRC), section 21000 et. seq. (Cal. Pub. Res. Code § 21000 et seq.). The Guidelines for Implementation of the CEQA regulations are in Title 14 of the California's Code of Regulations (CCR), § 15000 et seq. (14 CCR § 1500 et seq.).

NEPA and CEQA are similar, both in intent and in their respective review processes (analysis, public engagement, and document preparation) that they dictate. Importantly, both statutes encourage a joint Federal and State review for projects that require both Federal and State approvals. In such cases, a joint review process can avoid redundancy, improve efficiency and interagency cooperation, and be easier for applicants and citizens to navigate. Despite the similarities between NEPA and CEQA, there are several differences that require careful coordination between the Federal and State agencies responsible for complying with the statutes. Conflict arising from those differences can create unnecessary delay, confusion, and legal vulnerability.

Federal, State, and local agencies have cooperated in the environmental review of projects ranging from infrastructural development to renewable energy permitting. As State and Federal governments continue to pursue shared goals, there will be a continued need for an efficient and transparent environmental review processes that meets the requirements of both statutes.

Recognizing the importance of implementing NEPA and CEQA efficiently and effectively, the CEQ and the California Governor's Office of Planning and Research (OPR) developed a handbook regarding conducting joint NEPA and CEQA review processes. The CEQ oversees Federal agency implementation of NEPA, which includes writing the CEQ NEPA regulations and preparing guidance and handbooks for Federal agencies.

OPR plays several roles in the administration of CEQA, including development of CEQA Guidelines in coordination with the California Natural Resources Agency, providing technical assistance to State and local agencies, and coordinating State-level review of CEQA documents. Agencies conducting an environmental review must also consider any additional requirements or deadlines established in the individual agency's administrative regulations or procedures that implement NEPA and CEQA. These requirements could prescribe additional or more stringent requirements than the CEQ regulations and CEQA guidelines.

The NEPA and CEQA handbook provides practitioners with an overview of the NEPA and CEQA processes and practical suggestions for developing a single environmental review process that can meet the requirements of both statutes. The handbook contains three main elements. First is a "Question and Answer" section that addresses the key similarities and differences between NEPA and CEQA. This section compares each law's requirements or common practices and identifies possible strategies for meeting the requirements of both laws. These strategies are not meant to prescribe methods that agencies must use; rather, the handbook provides suggestions that help agencies identify and analyze potential issues.

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Project-Specific Factors

The following table details any potential effects to environmental elements related to the Project:

<input type="checkbox"/>	Aesthetics	<input checked="" type="checkbox"/>	Agriculture and Forestry	<input type="checkbox"/>	Air Quality
<input checked="" type="checkbox"/>	Biological Resources	<input checked="" type="checkbox"/>	Cultural Resources	<input checked="" type="checkbox"/>	Geology/Soils
<input type="checkbox"/>	Greenhouse Gas Emissions	<input checked="" type="checkbox"/>	Hazards and Hazardous Materials	<input checked="" type="checkbox"/>	Hydrology/Water Quality
<input checked="" type="checkbox"/>	Land Use/Planning	<input type="checkbox"/>	Mineral Resources	<input type="checkbox"/>	Noise
<input type="checkbox"/>	Population/Housing	<input checked="" type="checkbox"/>	Public Services	<input type="checkbox"/>	Recreation
<input type="checkbox"/>	Transportation/Traffic	<input type="checkbox"/>	Utilities/Service Systems	<input type="checkbox"/>	Mandatory Findings of Significance

Mandatory Compliance Factors

In accordance with the State of California, it is a requirement that agricultural operations obtain the appropriate environmental filings to support land alterations, diversions, and discharges of affluent.

Water Sources

Applicant currently uses diversion from a local onsite spring to be stored for irrigation purposes. Direct diversion occurs for domestic uses. Secondary water proposal is in place to develop a rainwater collection system to store water to support cultivation activities as a primary water source.

Initial Statement of Water Diversion & Use (ISWDU)

An ISWDU has been submitted to secure the right to divert water from an onsite riparian spring.

Small Domestic Use Registration (SDU)

Not available.

Small Irrigation Use (SIU)

Not applicable.

Lake and Streambed Alteration Agreements (LSAA-1600/1602)

It was determined that a LSAA-1600/1602 is required for this Project because water diversion is necessary. A Notification of Lake or Streambed Alteration (Code Section 1602) has been submitted to the Department of Fish and Wildlife and is under review. Periodic inspections may be conducted by a third-party agent, Natural Resources Management (NRM), on behalf of CDFW.

Water Board Order: Waste Water Discharge (WWD)

Initial inspections by NRM regarding water usage and discharges have been conducted. The initial notice of intent and monitoring/reporting forms, under the WWD, have been filed with the SWRCB under the

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North Coast Regional Water Quality Control Board (NCRWQCB). A reporting/recording system would be developed, monitored, and reported to comply with annual renewal requirements under this order.

Additional inspections (post enrollment) would be conducted by the NRM, with no current confirmation of when this inspection would occur. The proposed Project falls into Tier 2 due to the pre-existing cultivation site, canopy size, and water uses. The Project does not pose a notable threat to the environment due to several conditions that are documented in the WRPP.

Water Resource Protection Plan (WRPP)

A WRPP has been generated by the designated agency, NRM. This document is held by the third-party agent and maintained onsite to satisfy any request by the SWRCB. This ensures protection of nearby habitats via management of spoils, limitations of runoffs, use of DPR-approved inputs, correct use of fertilizer, and proper storage of fungicides, pesticides, and fuel.

Department of Pesticide Regulation Requirements (DPR)

The Project would adhere to DPR requirements and limitations regarding pesticide, fungicide, and rodenticide inputs for cannabis cultivation and management of pests and/or disease. Quality and consumer-safe production requires medical cannabis cultivation inputs that are approved as environmentally sound and deemed safe for medical consumption.

Archaeological Inspections & Survey

There is no current archaeological inspection on file of which the permitting agent is aware. However, records may be accessible through Sonoma State University's Northwest Information Center (NWIC) and the local THPO.

Additional Compliance Factors

Bureau of Cannabis Control (BCC)

In 2015, the Legislature passed and the Governor signed into law three bills (Assembly Bills 243 and 266, and Senate Bill 643) that create a licensing and regulatory framework for medical cannabis through the Medical Cannabis Regulation and Safety Act. Later this was updated through the MAUCRSA, Senate Bill 94. This legislation created the Bureau Cannabis Control within the Department of Consumer Affairs. It also divided the responsibility for state licensing between three state entities – the CA Department of Food and Agriculture, the CA Department of Public Health, and the Bureau of Medical Cannabis Regulation, with the Bureau designated as the lead agency in regulating the cannabis industry in California. This agency is responsible for licensing concerning testing, retail, distribution, and microbusinesses.

CalCannabis Cultivation Licensing

As directed by the Medical Cannabis Regulation and Safety Act and the Adult Use of Marijuana Act, the California Department of Food and Agriculture (CDFA) has written the proposed regulations to establish cannabis cultivation and processing licensing and a track-and-trace system, collectively referred to as CalCannabis Cultivation Licensing.

Office of Manufactured Cannabis Safety

OMCS was established in the Center for Environmental Health of the California Department of Public Health (CDPH) after the Governor signed into law the Medical Cannabis Regulation and Safety Act in 2015. The Act established a licensing and regulatory framework for the manufacturing, packaging, and infusion of medical cannabis in California.

The Medical Cannabis Regulation and Safety Act created the Bureau of Medical Cannabis Regulation in the Department of Consumer Affairs, and tasked the following Departments to establish regulations for the medical cannabis industry:

CA Department of Consumer Affairs (Bureau of Cannabis Control): to license transporters, distributors, dispensaries, and testing laboratories.

CA Department of Food and Agriculture (Cal-Cannabis Cultivation Licensing): to license cultivators and will also be responsible for implementing the Track-and-Trace System for plants from cultivation to sale.

CA Department of Public Health (Office of Manufactured Cannabis Safety): to license manufacturers of cannabis.

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Performance Standards

Performance standards include nuisance mitigation (for noise, odors, light, and other potential hazards of the Project), setback requirements, and a consent to inspect.

Setback Requirements

The proposed Project area meets almost all setbacks required by the local authority and adheres to all other setbacks from neighboring parcels and property boundaries. The 30' Setback from property boundary is not satisfied for this project. There is a waiver of setback release included in this application.

Nearby parcel residences are more than 300' from the proposed cultivation space (applicable only to parcels of five (5) acres or less). There are no known schools, school bus stops, public parks, places of religious worship, or Tribal cultural resources that are known within 600' to 1,320' of the cultivation area. Additionally, a 30' setback from the PG&E pole and 12' of overhead lines is satisfied.

Setbacks from nearby waterways will adhere to the SWRCB and the CDFW's setback requirements. It is deemed that Environmentally Sensitive Habitat areas will not be impacted by the proposed Project.

Nuisance Mitigation

The Project would mitigate the potential for or existing nuisances, including through odors, lights, sounds, and other nuisances that extend beyond the boundaries of an adjacent property, with adherence to State and local (County and/or municipality) regulations pertinent to this Project.

Best mitigation efforts:

- Odor: Scrubbers.
- Light: Escape shielding.
- Sound: Buffering.

Generator Use

Project site activities will be supported by one (1) Honda 6500-watt generator.

Consent to Inspect

This section hereby grants to the relevant authority an authorization to conduct an annual compliance inspection with a minimum notice of 24 hours. The inspection would be conducted by officials during regular business hours (Monday-Friday, 9:00 am-5:00 pm), excluding holidays.

Cultivation Plan

The Cultivation Plan adheres to robust standards promulgated under the DPR and regulated under the CDFA, and in accordance with DCA's consumer standards maintained by the Department of Public Health (DPH).

In preparation for future certification related to organically produced product, the Cultivation Plan also follows National Organic Program (NOP) standards. The input guidelines established by the DPR are in accordance with certification regarding organically produced product requirements and follow a whole-farm BMP plan for management of land, crops, and end products.

Summary

The Project proposes 7,240 sq. ft. of M-Type 2 pre-existing outdoor cultivation in the form of five (5) cultivation areas on 40.69 acres of FR zoning that would be serviced entirely by natural light with an exception for supplemental lighting that supports nursery activities.

Water for the Project would be sourced from six (6) existing onsite tanks, four (4) existing water bladders, and one (1) proposed water bladder that are supplied by an onsite spring, with proposal in place for rainwater catchment. A WRPP will be available upon completion for further information regarding site-specific conditions, mitigation measures, and remediation efforts.

Cultivation Schedule

The following table details the annual cultivation schedule, comprised of three (3) harvests per year, with breakdown by area. Water figures are indicated in gallons.

Area	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Outdoor	Cover	Cover	Cover	Cover	Cover	Veg	Veg	Veg/Blm	Blm	Blm	Cover	Cover
GH 1	Cover	Cover	Veg	Veg/Blm	Blm	Blm/Veg	Blm	Blm/Veg	Blm	Blm	Cover	Cover
GH 2	Cover	Cover	Veg	Veg/Blm	Blm	Blm/Veg	Blm	Blm/Veg	Blm	Blm	Cover	Cover
GH 3	Cover	Cover	Veg	Veg/Blm	Blm	Blm/Veg	Blm	Blm/Veg	Blm	Blm	Cover	Cover
GH 4	Cover	Cover	Veg	Veg/Blm	Blm	Blm/Veg	Blm	Blm/Veg	Blm	Blm	Cover	Cover
Nursery	Cover	Veg	Veg	Veg	Veg	Veg	Veg	Veg	Cover	Cover	Cover	Cover
Water	0	0	0	0	3,000	7,000	7,000	7,000	3,000	3,000	0	0

*Water use as reported in the self-reporting attachment Appendix C or Monitoring & Reporting Form (MRP) of the WWD Enrollment.

Winterization Plan

During the fallow months, exposed ground would be cropped with green cover and native vegetation seed to protect against erosion and denitrification of the soil. Green manures would be incorporated into the native soils to enhance productivity during the forthcoming planting season.

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Water Resources

Water storage will be supported by rainwater catchment and a local spring to support commercial uses and stored within two (2) 3,000-gallon, two (2) 2,500-gallon, one (1) 300-gallon, one (1) 1,100-gallon water tanks and two (2) 20,000-gallon, two (2) 10,000-gallon, and one (1) proposed 20,000-gallon water bladders totaling 92,400-gallons.

To mitigate runoff from cultivation activities, high-retention soil mediums and special irrigation techniques would be employed.

Irrigation Plan

Applicant is using a Dripline; Drip Tape System, and hand watering for outdoor areas to irrigate cultivation sites. Applicant will consider design and implementation of a water conservation irrigation methodology.

Emergency Water Plan

In the event of a water emergency, the proposed Project currently features adequate water storage to support the site in the event of emergency from six (6) water storage tanks and four (4) water bladders. Existing water storage is noted on the site plan (see *Site Plan/WRPP Map*).

Operational Plan

The Operational Plan covers many aspects of the business, including location, organization, and a description of the Project's business sponsor that includes its mission, vision, and values. It also includes a description of what is produced by the Project, including sales and marketing efforts.

Summary

The Operational Plan details use of the organization's resources in pursuit of the strategic plan. It prescribes specific activities and events to be undertaken to implement strategies. It is a plan for the day-to-day management of the organization (encompassing a one-year period). An operational plan should not be formulated without reference to a strategic plan. Operational plans may evolve from year to year with business growth. The chief executive, lead staff, and third parties of or for the organization often produce the Operational Plan.

The products produced by the Project would have the primary designated use of the treatment of patients with varying ailments. Medical cannabis products would be distributed to qualified medical cannabis consumers via wholesale outlets and retail dispensary locations.

Business Organization

Humboldt Synchronicitrees, LLC is a sole member Limited Liability Company (LLC) operating under entity number 201625010375 that features one member-manager. The member-manager is responsible for delegating primary activities pertinent to the organization's daily and future management.

Management Team

Megan "Aiyana" Gregori, Chief Executive Officer.

Business Description

The primary goal of Humboldt Synchronicitrees, LLC is, within the State of California, to conduct agricultural activities and produce specialty agricultural products.

Mission

Humboldt Synchronicitrees is a for-profit entity with the mission of producing high-grade specialty cannabis agricultural products to support the medical cannabis supply chain for California-based retail dispensary outlets.

Vision

Humboldt Synchronicitrees adheres to a sustainable and homestead-driven, integrative farming model that includes standards related to organically produced crops and onsite agricultural resource sustenance. The company's model integrates sustainable living and production principles with cannabis cultivation.

Values

Humboldt Synchronicitrees values the need for prudent land management strategy, social equity, and the quality production of cannabis to supply medical consumers and the treatment of their conditions. The company is committed to operating within full compliance of local, County, and State regulations.

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Products

Humboldt Synchronicitrees, LLC would produce specialty agricultural cannabis and nursery stock to support the onsite cultivation of high-grade organically produced cannabis flower products that are tested and assured for quality. Cultivation byproducts of additional value would be sold to permitted manufacturers (for the processing of extracts, concentrates, and topical products).

The primary designated use of the raw medical cannabis (flower) produced would be the treatment of patients with varying ailments. Premium-grade medical cannabis can be consumed via multiple methods, including inhalation, ingestion, and dermal (topical) applications. Cannabis has proven to deliver positive efficacy for myriad ailments, conditions, and symptoms. Research is underway regarding additional benefits of medical cannabis.

Sales & Marketing

Humboldt Synchronicitrees, LLC's product would be distributed to medical cannabis consumers via wholesale outlets and retail dispensary locations and ancillary marketplaces. The quality, testing thresholds, and branding would target consumers who lead a Lifestyle of Health and Sustainability (LOHAS) and who prefer premium organically produced medicine.

Chain of Custody

Humboldt Synchronicitrees, LLC adheres to a robust system of chain of custody for recordkeeping and sourcing potential contamination of seed/nursery product, flower product, trim, or value-added byproducts. This system would serve to verify responsibility for and liability of products during cultivation, processing, distribution, and wholesale/retail sales.

Packaging

After testing and processing, products would be packaged per quality control standards and in tamper-proof packaging that does not appeal to minors. Products packaged in larger volumes would be distributed directly to consumers and retail outlets. Individual consumer labelling may be applied at the distributor or retailer level, after transfer of ownership in the chain of custody. If the business chooses to protect its branding through the Agricultural Commissioner, products would be individually packaged and labelled within the County of origin.

Distribution

Humboldt Synchronicitrees, LLC will secure trading outlets for its products through existing local distribution networks. These distribution networks service retail dispensary outlets that seek licensure within their respective jurisdictions, as well as the State licensing platform under the CDFA. The established patient base has created a demand and fulfills the need for many medical cannabis products from multiple licensed suppliers within the State of California.

Track and Trace Standards

As per the Track and Trace provisions as of June 27th, 2017 under the Medical Adult Use Cannabis Regulation and Safety Act (MAUCRSA), Senate Bill 94.

Chapter 6.5. Unique Identifiers and Track and Trace

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26067. (a) The department, in consultation with the bureau, shall establish a track and trace program for reporting the movement of cannabis and cannabis products throughout the distribution chain that utilizes a unique identifier pursuant to Section 26069, secure packaging, and can provide information that captures, at a minimum, all the following:

- (1) The licensee receiving the product.
- (2) The transaction dates.
- (3) The cultivator from which the product originates, including the associated unique identifier pursuant to Section 26069.

(b) (1) The department, in consultation with the State Board of Equalization, shall create an electronic database containing the electronic shipping manifests to facilitate the administration of the track and trace program, which shall include, but not be limited to, the following information:

- (A) The variety and quantity or weight of products shipped.
- (B) The estimated times of departure and arrival.
- (C) The variety and quantity or weight of products received.
- (D) The actual time of departure and arrival.
- (E) A categorization of the product.
- (F) The license number and the unique identifier pursuant to Section 26069 issued by the licensing authority for all licensees involved in the shipping process, including, but not limited to, cultivators, manufacturers, distributors, and dispensaries.

Transportation

All products would be transported through either the permitted cultivator to processing or distribution and/or via a licensed transporter to trading partners that are authorized to distribute cannabis products to end consumers (when applicable). These transporters would be responsible for adhering to guidelines that involve (but are not limited to) permitting, weights and measures, packaging/packing/labeling, verification of packing and freight volumes, and liability insurance that covers product loss resulting from unintentional diversion or emergency.

Transporters would be responsible for fulfilling contractual deadlines and ensuring delivery of products in a timely fashion to maintain positive standing with trading partners and protect the quality of a product that features a limited shelf life.

SB-643, Chapter 719, § 19302.1 (d): "The DCA shall have the sole authority to create, issue, renew, discipline, suspend, or revoke licenses for the transportation, storage unrelated to manufacturing activities, distribution, and sale of medical marijuana within the State and to collect fees regarding

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activities the BMCR regulates. The bureau may create licenses in addition to those identified in this chapter that the bureau deems necessary to effectuate its duties under this chapter.”

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Processing Plan

The Processing Plan covers many aspects of the end stage cultivation workflow employed by the business to harvest, dry, trim, cure, package, and assure the quality of medical cannabis products. Quality assurance efforts include sanitation, dust control, and environmental standards necessary for optimal processing.

Background

As promulgated under various regulatory agencies, including but not limited to the Labor Commissioner (LC) and Wage and Hour Division (WHD), Employment Development Department (EDD), the Agricultural Labor Relations Board (ALRB), United States Department of Agriculture (USDA), the Food and Drug Administration (FDA), California Department of Food and Agriculture (CDFA), and are responsible for varying aspects of government labor laws, quality control, minimum wage and hours laws, administrative responsibilities, and health and safety regulations that govern processing and day labor activities related to Agricultural industries.

Summary

The Project site currently features one (1) existing Agricultural Building designed to support drying and processing activities. The Agricultural Building will also feature a nursery to support cultivation areas.

Cultivation activities undergo a common process flow that involves cultivation, to harvest, drying, to testing, grading/sorting, curing, to testing, packaging, to testing again (distributor level), and end sales. This is in efforts to ensure robust quality-control; the business would employ stringent grading and sorting of medical cannabis product during harvest to eliminate any contaminated product from end supply.

Administrative

Administrative elements of the Project include payroll, recording and reporting, chain of custody, safety procedures and protocols, product safety materials, labor and subcontractor issues, and quality assurance/control of product.

Labor Management

The primary organization currently responsible for the recordkeeping of employees (both seasonal and permanent) would be Humboldt Synchronicitrees, LLC. All records maintained by Humboldt Synchronicitrees, LLC would be made available upon request.

The organization has considered payroll options for peak times of the season during which employment periods would be up to several months in duration (particularly during the harvesting, processing, and packaging stages of cultivation). An outside entity may be responsible for soliciting, recruiting, and hiring employees.

The designated entity is responsible for ensuring property, business, and workplace compliance under the guidelines of the following departments:

- Bureau of Medical Marijuana Regulation (BMCR).
- California Department of Food & Agriculture (CDFA).
- County Agriculture Commissioner (CAC).

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- County Planning Department (CPD)/Community Planning (CP)/Development Department (DD).
- Department of Industrial Relations (DIR).
- Department of Labor, Wage, and Hour Division (DL-WHD).
- Department of Pesticide Regulation (DPR).
- National & California Agricultural Labor Relations Board (NALRB/CALRB).
- Occupational Safety and Health Administration (OSHA).
- U.S. Department of Labor (US-DOL).

Recording & Reporting

All employee records for hours worked and reported would be kept onsite or via a payroll recordkeeping center and submitted to the managing payroll department to ensure timely reporting. Requests for review of payroll records would be the sole responsibility of the managing human resources agent (upon request and under certain lawful circumstances).

Quality Assurance & Control of Product

Quality assurance efforts encompass sanitation, climate control, dust control, and a variety of environmental standards. Quality control measures include monitoring, testing, harvesting, drying, curing, grading, sorting, packaging, secure storage, and distribution procedures.

In 2011, the Food and Drug Administration tasked the U.S. Department of Agriculture (USDA) to co-create with the U.S. Department of Health and Human Services (USDHHS) and the Center for Food Safety and Applied Nutrition (CFSAN) a program to implement Good Agricultural Practices (GAPs) and Good Handling Practices (GHPs). The goal was to mitigate food safety hazards and set standards and management regulations for processing facilities to ensure quality and consumer safety of agricultural products when handled in processing environments.

Found in the April 2011 *Guide to Minimize Microbial Food and Safety Hazards for Fresh Fruit and Vegetables* (authored by the USDA, USDHHS, and CFSAN) is discussion about the fundamental procedures that should be developed and implemented. This document features a list of principles applied to the workplace in efforts to meet these standards and is as follows:

- Accountability for product quality.
- Controls for workplace sanitation.
- Employee hygiene.
- Minimization of microbial exposures.
- Operating procedures.
- Packaging procedures and protocols.

Chain of Custody

Agricultural businesses must adhere to a rigorous chain of custody system for product management and the identification of contamination in all raw and finished products.

Monitoring

Pre/post-harvest workflow would be monitored on a predetermined schedule and involve documentation of the condition of the product during its active stage of monitoring.

Harvesting

During harvest, a labor crew would be required to assist with light physical labor, including walking, crouching, lifting, and some climbing.

Testing Procedure

All product testing would be conducted by an approved (certified) third-party laboratory. This would encompass testing for potency and purity, including the presence of pesticides, fungicides, and harmful micro biotics.

Drying/Curing

Product would be harvested at maturity and dried and cured in a climate-controlled environment. The primary equipment used would include dehumidifiers, fans, and heaters.

Grading/Sorting

Products would be graded based on testing results, maturity, and specific intended use (flower, manufacturing of extracts, concentrates, topical products, etc.)

Processing

Product would be harvested, trimmed, dried, and cured in a manner best suited to the specific environmental factors of the crop. This would include both visual inspections by master cultivators and data collection and analysis (via automated sensors).

Packaging

Packaging would adhere to the guidelines for package type, quantity/weights, warning labels, and stamping procedures.

Health & Safety

The first response emergency contact phone number is 9-1-1. Hospitals are Jerold Phelps Community Hospital (707) 923-2921 (Garberville), Redwood Memorial Hospital at 707-725-3361 (Fortuna), and St. Joseph Hospital at 707-445-8121 (Eureka). The American Association of Poison Control Centers (AAPCC) can be reached at 800-222-1222.

Job Hazard Analysis

Labor duties would vary throughout the harvesting, drying, processing, and packaging stages of the operation. With each task, an analysis would be conducted to identify potential hazards associated with a task, including weather conditions, the physical aptitude of employees, tools utilized, and potential exposure to chemicals and other substances. Identification of these hazards is intended to mitigate potential job hazards and help ensure employee adherence to safety practices.

Injury Illness Prevention Plan

It is required by the DIR that every employer shall establish, implement, and maintain an effective Injury and Illness Prevention Plan (IIPP).

Components of an IIPP include:

- Employee compliance with safe and healthy work practices.
- Investigation of injuries and/or illnesses.
- Procedures for correction of unsafe/unhealthy conditions, work practices, and/or procedures.
- Procedures to identify and evaluate workplace hazards.
- Responsible person(s) and contact information.
- Safety training.
- System for communication with employees.
- Thorough safety program recordkeeping and document retention practices.

Heat Illness Prevention Plan

Written protocols regarding heat illness prevention would be available to employers, managers, supervisors, and employees regarding how to prevent and handle heat illness incidents.

To prevent heat illness to employees in the field, several factors must be considered:

- Ambient temperature (measured via thermometer or weather report).
- Crew size.
- Excessive clothing.
- Other relevant exposures.
- Presence of personal protective equipment or additional sources of heat.
- Work shift duration.

The following heat illness factors would be considered:

- Accessibility of drinking water.
- Accessibility of shade (via protective structures).
- Periodic rest breaks.
- Reminders to employees to remain hydrated.

Hazard Communication Policies

Hazard communication is important to ensure the safety of all onsite employees, contractors, and subcontractors. Potential and known hazards would be made clear prior to conducting tasks and activities. Implementing this procedure is important to ensure that employees, contractors, and subcontractors are informed about the relevant risks associated with certain onsite tasks and the reduction of liabilities against the employer for improper use of equipment, machinery, and tools.

Emergency Procedures

Emergency procedures include the availability of eye washing stations and detailed procedures for dealing with chemical spills. In the event of an emergency, certain protocols would be developed and followed regarding fire evacuation plans, earthquake safety, and other emergency scenarios.

Chemical Handling

Any input products used onsite would be accompanied by MSDS and Chemical Inventory Lists that would be available to inspectors and employees and maintained onsite.

In the event of emergency spills, Call 9-1-1 and then report to the Office of Environmental Safety (OES) and California State Warning Center (CSWC) at 800-852-7550 or 916-845-8911 and identify proper steps to isolate the incident and cleanup.

Eye Washing Station

Often, chemicals used onsite provide MSDS sheets that indicate the need for applicators to utilize an eye washing station after exposure. The eye washing station must be positioned within 200' of the cultivation area and any areas where chemicals, fertilizers, or pesticides would be used or administered for various applications.

Employee Accident Policies

An investigation would be conducted to determine next steps.

The company adheres to protocols for employee accident reporting. The manager is responsible for documenting any onsite incidents using *Form 5020*, including:

- Address of accident/event site.
- Description of accident/event and if the accident scene/instrumentation has been altered.
- Employer's name, address, and telephone number.
- Law enforcement agencies present at the accident/event site.
- Location of medical treatment.
- Name and address of injured employee(s).
- Name and job title of reporting party.
- Name of contact person at accident/event site.
- Nature of injuries.
- Time and date of accident/event.

Accidents need to be reported immediately to Cal/OSHA in Redding at 530-224-4743.

Contact the business' medical provider, the employee's designated medical provider, or 9-1-1, depending on the severity of the incident. Follow up with contact to the California Division of Workers' Compensation (CDWC).

Personal Protective Equipment Policies

Application of pesticides and fungicides requires personal protective equipment, including respirators, Tyvek suits, and gloves. It is the applicator's responsibility to ensure safety in the field. The farm manager

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is responsible for furnishing, applying, and informing of the appropriate uses associated with such products.

Applicators are required to acquire an Operator ID through the Agriculture Commissioner via the Pesticide Handling Training Program (PHTP). This would involve training applicators about labels, cautions, and recommended Personal Protective Equipment (PPE). Pesticide PPE would be stored onsite and separately from fertilizers, pesticides, and fungicides. Restricted Entry Intervals (REI) would be imposed and posted after application of chemicals to prevent exposures.

Additional PPE provided onsite for any processing labor would include access to gloves and dust masks by employees during drying, processing, and packaging.

It is the responsibility of managers/supervisors to ensure that PPE policies are followed during appropriate working conditions. In the event of product application by an employee, the applicator must be designated an operator ID and is required to employ the proper PPE during application, as well as abide by label warnings in the event of exposure, poisoning, or a spill.

Processors may be required by State law to employ PPE equipment for the duration of their shifts to ensure no exposure to and/or contamination from a product.

All laborers must be made aware of REI and tangible notification of the recommended REI after the application of pesticides, fungicides, and other chemical applications.

Occupancy & Structural Guidelines

The general environments in which laborers would work include the field and within the proposed processing building. The environments in which any agricultural activity would occur would follow all guidelines (per agricultural and labor oversight agencies). The facility would need to meet commercial building standards in accordance with California Building Codes and would be made compliant with the American with Disabilities Act (ADA) and Architectural Barriers Act (ABA).

Any housings, buildings, and structures would be subject to California Building Code (CBC), including possible permitting requirements, inspections, and certificate(s) of occupancy. Additionally, specific exemptions exist that pertain to agricultural standards under the Occupational Safety and Health Administration (OSHA) and in conformance with the Occupational Safety and Health Guidelines (OSHG) (unless the Project meets certain exemptions, such as being a family-owned and operated business, does not offer temporary labor housing, or employs fewer than 10 employees at any given time). In other such cases, the site would need to comply with OSHA Guidelines pertaining to agricultural employment.

Project Processing Environment

The Project site currently features one (1) existing Agricultural Building designed to support trimming, drying, curing, grading, sorting, and storage activities. The Agricultural Building will also feature a nursery to support cultivation areas.

The Plot Plan includes a personal residence that is not extended to employees. It is expected that processing structure for this project would support a maximum of ten (10) people during peak processing activities. Applicant may propose additional structural development to accommodate enhanced operational needs.

Housing

A primary residence currently exists onsite that will not be extended to employees for use.

Any housing provided to employees for this Project will be subject to CCR regulations found in the *Source Guide for Federal & State Requirement for Employees and Migrant Housing*.

Notification of Occupancy & Terms

As per the DIR and the US-DOL, all notices and labor postings would be provided and visible to all onsite employees. Any notification of occupancy status and terms of employee occupancy would be posted in compliance with all local, State, and Federal laws governing agricultural employers under the following regulatory bodies and regulations:

- California Agricultural Labor Relations Act (CALRA).
- California Occupational Safety & Health Administration (Cal/OSHA).
- Department of Industrial Relations (DIR).
- State and National Agricultural Labor Relations Board (CLRB & NLRB).
- U.S. Department of Labor (US-DOL).

Maintenance of Sanitary Facility

To help ensure the quality of finished product, a clean working environment would be maintained during the drying, curing, processing, and packaging stages of cultivation. Among other benefits, this would prevent potential contamination between crop batches. All product would be batch tested prior to processing. In the event of a recall, it would be assured that each batch or variety has not become contaminated during these stages within the processing facility.

Dust Control Measures

In the event of high dust levels, all processing environments would maintain clean working areas to prevent potential dust exposure to employees.

To ensure product quality and to prevent potential contamination of processing environments, certain dust control measures would be implemented. These measures would include maintenance of sanitary working environments and possible implementation of air filtration systems.

Water Access & Facilities

The Project site would provide employees with access to the following facilities/resources within reasonable proximity to work areas:

- Handwashing facilities (residence and greenhouse stations).
- Onsite potable water (work areas).
- Restroom facilities (House/Processing Area/Field Porta-Potty).

Contingency Plan

In accordance with specifications provided by the DEH and the California Unified Program Act (CUPA)—to meet the business plan criteria required to ensure compliance with regulations that are intended to protect public health and the environment—this section addresses water production (including well construction) and the handling of onsite wastewater, solid waste, and hazardous materials.

Summary

The Contingency Plan addresses onsite wastewater and hazardous wastes, solid waste removal and recycling, water production and well construction, hazardous materials handling, agricultural product storage, and chemical spill procedures and handling guidelines.

Material Safety Data Sheets (MSDS) for all fertilizers, soil amendments, and pesticides would be made available onsite. If requested, all equipment maintenance performed onsite would be listed/described. Per California Department of Food and Agriculture (CDFA) regulations, chemicals would be stored separately from fuels, oils, and similar products. Fertilizers and pesticides, specifically, would be stored in locked containment within an outdoor structure.

Chemical spills would be handled and reported per directions in the Project's Chemical Spill Procedure.

Common waste products that would be used or generated onsite include:

- Fertilizers.
- Fuels.
- Household chemicals.
- Human refuse.
- Human waste.
- Pesticides/herbicides/fungicides.

To ensure mitigation of potential pollution of grounds, nearby waterways, and ecological habitats, the proper treatment, storage, removal, and overall security of potentially polluting products would be ensured via use of dedicated areas and containers that are covered and watertight.

Project Waste Management

The sections below address the Project-specific details, impacts, and procedures for handling waste products.

Project Specific Details

A primary residence and auxiliary agricultural structures support the site. Site activities will be supported by one (1) Honda 6500 generator and two (2) solar panels comprised of one (1) 100 sq. ft. solar panel and one (1) 600 sq. ft. solar panel.

Onsite Wastewater/Hazardous Wastes

The proposed Project location is equipped with a septic system that is plumbed to the main residential structure. Employees will use the proposed primary septic system for regular uses. In the interim employees will utilize one (1) onsite Porta-Potty.

The Sponsor has identified that the operation requires ten (10) employees during peak staffing to perform seasonal work activities. It is estimated that peak staffing would occur for a duration of approximately four (4) to six (6) weeks (cumulative) throughout the active working parts of the season.

Waste Management Standards

As per the CCR, Title 8, § 3457, which addresses field sanitation standards, the cultivation site is required to provide access to waste facilities within one-quarter (1/4) mile or a five (5) minute walk, whichever is shorter.

If the primary septic system is not within this accessibility threshold, a portable facility or pit privy may be provided in lieu of septic to support waste activities. The standards for portable waste facilities are as follow:

- Toilet facilities: Shall be always operational, maintained in a clean and sanitary condition, and kept in good repair. Records of service and maintenance shall be retained for two years.
- Chemical toilet wastewater tank: Shall be constructed of durable, easily cleanable material and have a minimum tank capacity of forty (40) gallons. Construction shall prevent splashing on the occupant, field, or road.
- Chemical tanks: Contents shall be disposed of by draining or pumping into a sanitary sewer, an approved septic tank of sufficient capacity, a suitably sized and constructed holding tank approved by the local health department, or any other method approved by the local health department.
- Privies: Shall be moved to a new site or taken out of service when the pit is filled within two (2) feet of the adjacent ground surface. When the privy is moved, the pit contents will be covered with at least two (2) feet of well-compacted dirt.

Solid Waste Removal/Recycling

All garbage will be contained within a holding structure and is to be removed no less than once per week. All waste and/or recycling materials will be processed by a permitted solid waste/recycling facility. The facility designated to receive waste products for this project is Eel River Resource Recovery.

Water Production/Well Construction

The Project is currently supported by six (6) water storage tanks and four (4) water bladders (see plot plan for location). The applicant proposes to use rainwater catchment as a primary source to supply cultivation. Onsite stream diversion will support the Project as supplemental water source that will mainly supply domestic needs. The water tanks and water bladders currently support all domestic and cultivation needs.

Approximated water use for activities are denoted within the *Cultivation Schedule* under the Cultivation Plan. Monthly monitoring and annual reporting must be implemented to identify actual total uses for domestic and cultivation activities.

Hazardous Materials Handling

The Project is not supported by PG&E utilities and will require fuels to supply the domestic energy needs of the structures or cultivation activities. Other fuels may be used for small equipment and machinery and may include gasoline, oils, and diesel. All fuels used for equipment would be stored per the (CUPA) fuel and chemical storage guidelines.

To meet environmental health standards, applicants must maintain a list of and describe all compressed gases, cleaners, and sanitizers (including, but not limited to, household chemicals, bleach, and alcohol) and document quantities stored onsite. Fuels, pesticides, and other agricultural/household chemicals are required to be stored in locked containment, separate from other input products. Any substance in use shall be accompanied by a posted notification that clearly identifies its nature. To prevent spills onto ground surfaces, any motors, fuel containers, etc. would be stored in drop pans and within an enclosed area.

Hazardous Material Standards

Quantities that trigger disclosure are based on the maximum amount onsite at any one time, as follows:

- 55 gallons, 500 pounds, or 200 cubic feet (for 30 days or more at any time during a year).
- Any amount of hazardous waste.
- Category I or II pesticides.
- Explosives.
- Extremely hazardous substances (above the planning threshold).

MSDS for all fertilizers, soil amendments, and pesticides (including organically produced examples) would be furnished and made available onsite. Compressed gases, cleaners, and sanitizers are stored on the premises in the quantities outlined in the *Gases and Cleaners* inventory list that is maintained onsite.

Applicants are required under CUPA guidelines to list/describe all equipment maintenance performed onsite (including changing oil, antifreeze, etc.). Upon request, applicant will furnish information regarding ongoing maintenance of small machinery and equipment that is necessary to support cultivation activities.

Project Equipment Inventory

- Ionizers for Spraying Treatments
- Three Submersible Water Pumps
- 1 Cement Mixer (Soil and/or Amendments)
- Two Air Compressors
- Honda EU 1000 Generator
- Honda EU 2000 Generator
- Honda EU 3000 Generator
- Honda EU 6500 Generator
- Gasoline Powered Water Pump
- Wet Trim Machine
- Weed Eater
- Three (3) Chainsaws
- Leaf Blower
- ATV Four-Wheeler & Trailer
- Solar Panels

Maintenance

Offsite.

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Project Product Inventory

Household Chemicals (Fertilizer Shed)

- 35% agricultural Hydrogen Peroxide – 2 gallons
- Oxygen bleach – 2 gallons
- Isopropyl alcohol- 2 gallons
- Citrisolve- 2 gallons
- organic soaps- 2 gallons
- Oasis natural dish soap- 1-2 gallons
- Apple cider vinegar- 1-2 gallons
- Industrial strength Hydrogen Peroxide Fertilizers: 1-5 gallons

Fuels/Oils (Tool Shed)

- Gasoline: Fifteen (15) 5-gallon containers
- Generator Motor oil: 4- 10 quarts
- Oil to make two stroke mixes for gas-oil mix: 1-5 quarts

Fertilizers/Pesticides/Fungicides/Rodenticides (Fertilizer Shed)

- Worm Castings: up to 50 bags
- Alaska Humisoil- Compost amendment for the soil
- Bat and Sea Bird Guanos- grow and bloom in various strengths up to 50 lbs. per bag.
 - Nitro bat guano: 1-2
 - Nitro Bird guano: 1-2
 - Super Phos bat guano: 1-2
 - super phos bird guano: 1-25
- Mycorrhizae, and bacterial mixes and substances: 5 lbs./5 gallons
- Nitrogen fixing bacteria – 5 lbs./ 5gal
- Microbial Inoculants- 5- lbs. /5gal
- Humic Acid: 5 lbs./ 5 gals
- Root Growth Enhancers 5 lbs./ 5 gal
- Fish Emulsion Grow and Bloom: 5 gallons
- Shrimp Emulsion, Grow and Bloom: 5 gallons
- Shrimp Meal Grow and Bloom: (1-2) 50 lb. sacks
- Molasses: (1- 10) 5-gallon buckets
- Rice Hulls: (1-2) 50 lb. sacks
- Coconut Hulls: (1-2) 50 lb. sacks
- Sphagnum Moss: (1-2) 50 lb. sacks
- Bio Char: (1-2) 50 lb. sacks
- Crab Meal: (1-2) 50 lb. sacks
- Shrimp Meal: (1-2) 50 lb. sacks
- Kelp Meal: (1-2) 50 lb. sacks
- Kelp Powder Concentrate

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- Kelp Liquid Fertilizer: (1-3) 5-Gallon Buckets
- Insect Frass: (1-2) 50 lb. sacks
- Neem Seed Meal: (1-2) 50 lb. sacks
- Mineral Supplements: Liquid and Powder
- Fish Hydrolysate: (1-5) 5-gallon buckets
- Alfalfa Meal: (1-2) 50 lb. sacks
- Humus: (1-5) 50 lb. sacks
- Blood Meal: (1-2) 50 lb. sacks
- Bone Meal: Liquid and Solid
- Bean Hulls: (1-2) 50 lb. sacks
- Cottonseed Meal: (1-2) 50 lb. sacks
- Diatomaceous Earth: (1-2) 50 lb. sacks
- Feather Meal-High Nitrogen: 1-2 50 lb. sacks
- Fish Meal: (1-2) 50 lb. sacks
- Wetting Agents: Up to 5 gallons
- Gypsum: (1-2) 50 lb. sacks
- Epsom Salts: (1-2) 50 lb. sacks
- Greensand: (1-2) 50 lb. sacks
- Glacial Rock Dust: (1-2) 50 lb. sacks
- Oyster Shell: (1-2) 50 lb. sacks
- Peat Moss up to 100 or more (only high numbers while mixing/ amending soil)
- Soft Phos: (1-2) 50 lb. sacks
- Sulphate of Potash: 1-2 50 lb. sacks
- Worm Castings: up to 100 sacks - (only high numbers while mixing/ amending soil)
- Potting Soil: up to 100 sacks - (only high numbers while mixing/ amending soil)
- Compost: up to 100 sacks - (only high numbers while mixing/ amending soil)
- Leonhardite (fluvic acid)- 5 gallons
- Sulfur: 5 lbs./ 5 gallons
- All pre-formulated dry or wet organic fertilizers for grow in any grow phase, for transition phase, and bloom phase.
 - dry fertilizers: from 1-50 lbs.
 - wet fertilizers: from 1- 50 gallons
- Nutrients: dry 1-20 50 lb. sacks / wet - (only high numbers while mixing/ amending soil)
- Microbial stimulants: (1-5) wet – 5 gallons / dry –50 lbs. containers
- Liquid Kelp: 1-2 5-gallon containers
- Natural Foliar Spray: 1-5 5-gallon containers
- Flower Booster: 1-3 5-gallon containers
- Flower Finisher: 1-3 5-gallon containers
- Calcium Magnesium Iron: 1-2 5 gal containers
- Compost Tea- concentrate: 1-5 50 lb./ 5-gallon containers
- Dyna Grow Neem Oil: 1-2 gallons
- Plant Therapy: 1-2 gallons

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- Pesticides/Fungicides based on essential oils: 1-5/ 5-gallon containers
- Pesticides/Fungicides based on enzymes (multiple types and combinations of bacillus, enzymes and microbiology in general): 1-5/ 5-gallon containers

Agricultural Product Storage

As per the DPR (enforced by CDFA or the local Agriculture Commissioner), Projects that utilize pesticides and fertilizers must meet guidelines pursuant to CCR, § 6670, Title 3, Division 6, *Pesticide, and Pesticide Control Operations*. General guidelines dictate that chemicals are to be stored separately from fuels, oils, and similar products. Fertilizers and pesticides would be stored in locked containment within an enclosed outdoor structure.

Chemical Spill Procedure/Handling

In the event of emergency spills, the incident would be reported to the Cal OES State Warning Center at 800-852-7550 or 916-845-8911. The California Highway Patrol must be notified via 9-1-1 of spills occurring on highways in the State. The *Chemical Spill Procedure* would be followed and emergency services also contacted via 9-1-1. The procedure would follow the California Office of Emergency Services (Cal OES) *California Hazardous Materials Spill/Release Notification Guidance* (February 2014) and the (EPA) (Pacific Southwest, Region 9) *Chemical Spills Prevention and Preparedness* webpage.

In the State of California, many statutes require emergency notification of a hazardous chemical release, including:

- California Labor Code § 6409.1 (b).
- Government Code § 51018, 8670.25.5 (a).
- Health and Safety Code § 25270.8, § 25510.
- Public Utilities Code § 7673 (General Orders #22-B, 161).
- Title 42, U.S. Code § 9603, 11004.
- Vehicle Code § 23112.5.
- Water Code § 13271, § 13272.

In addition to statutes, several agencies have notification or reporting regulations:

- Title 8, CCR, § 342.
- Title 13, CCR, § 1166.
- Title 14, CCR, § 1722 (h).
- Title 17, CCR, § 30295.
- Title 19, CCR, § 2703, 2705.
- Title 22, CCR, § 66265.56 (j), § 66265.196 (e).
- Title 23, CCR, § 2230, 2250, 2251, 2260.
- Title 40, CFR, § 263 esp. § 263.30.
- Title 49, CFR, § 171.16.

Security Plan

The Project's *Security Plan* includes product security, inventory management, and diversion prevention. Pertinent regulatory language includes the following:

Assembly Bill 604 (AB-604), Article 3, Mandatory Commercial Registration, § 26040 (5): "Security requirements, including, but not limited to, procedures for limiting access to facilities and for the screening of employees. The department shall require all registrants to maintain an accurate roster of any employee's name, date of birth, and relevant identifying information, which shall be available for inspection by the department or State or local law enforcement upon demand."

AB-604, Article 3, Mandatory Commercial Registration, § 26046 (a)(3): "Operating and inventory control procedures to ensure security and prevent diversion."

AB-604, Article 3, Mandatory Commercial Registration, § 26046 (a)(4): "Detailed operating procedures for the proposed facility, which shall include, but not be limited to, provisions for facility and operational security, prevention of diversion, employee screening, storage of medical cannabis, personnel policies, and recordkeeping procedures."

Summary

The Security Plan details efforts to prevent loss and diversion of medical cannabis product at all stages of its cultivation and processing, including drying, trimming, curing, processing, and packaging. Robust recordkeeping would be implemented and maintained for quality assurance, inventory management, and prevention of diversion.

Measures of Security

Several security measures would be involved in the comprehensive protection of medical cannabis product during the cultivation and processing lifecycles. These include exterior lighting, alarms, cameras and video capture, and the hardening of doors, windows, and fencing.

Security measures for this project would encompass, at a minimum:

- Locked containment for product processing and storage.
- Fencing around cultivation areas.
- Surveillance, and motion activation systems (*to be developed as per the State's requirements*).

Inventory Management

A rigorous system of recordkeeping and reporting would be facilitated to adhere to the State's Track and Trace requirements of all cannabis products. This would include (but not be limited to) flower, trim, and stem to ensure zero diversion of product throughout processing.

To prevent loss and diversion, all cannabis products would be stored under locked containment during the drying, curing, and packaging phases of processing. Products would also be subject to conformance with a checks and balances system to ensure the prevention of unintentional diversion.

Prevention of Diversion

The most vulnerable stage of product security is transit to retail outlets. The best way to ensure product safety and prevention of diversion and loss is to maintain adequate chain of custody records via the Agricultural Commissioner.

This would occur under the oversight of the CDFA, in congruence with SICPA's Track and Trace Program. Additionally, retail outlets would be informed of expected delivery quantities. This would include packing slips, tamper-evident seals, verification of credibility, liability coverage, and manifests provided by licensed transporters.

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Appendices

The following regulatory information sources contributed to the development of this narrative.

Source Guide for Federal & State Requirements for Employee & Migrant Housing

Housing Standards/Requirements for Employee/Migrant Housing Caretakers

Health & Safety

- First Aid.
- Communicable Diseases.
- Hand Washing, Bathing, and Laundry.
- Cooking, Kitchen, and Mess Halls.
- Garbage and Refuse.
- Insects and Rodents.

Occupancy & Structural Guidelines

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- Permit to Operate Housing.
- Mobile Homes, Recreational Vehicles, and Commercial Modular.
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- Remediation and Mitigation.

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Sources of Additional California Regulatory Information

SOURCES OF ADDITIONAL INFORMATION			Sacramento	San Benito	San Joaquin
More specific information can be obtained by:			Environmental Health 8475 Jackson Road, 240 Sacramento, CA. 95826 (916) 875-8484	Building and Safety 3224 Southside Road Hollister, CA 95023 (831) 637-5313	Public Health Services 304 E. Weber Ave. Stockton, CA 95202 (209) 468-3426
1. Review of the following reference documents at law and public libraries: <ul style="list-style-type: none"> California Health and Safety Code, Division 13, Part 1, beginning with Section 17000. California Code of Regulations, Title 25, Chapter 1, beginning with Section 600. California Code of Regulations, Title 24, California State Building Code. Federal Migrant and Seasonal Agricultural Worker Protection Act Code of Federal Regulations, Title 29, Parts 500 through 500.270. Code of Federal Regulations, Title 29, Part 1910.142 (OSHA Reg.) 			San Mateo Health Services Agency 455 County Center, 4 th Fl. Redwood City, CA 94063 (650) 363-4305 Stanislaus Environmental Res. 3800 Cornucopia Way, Ste. C Modesto, CA 95358-9492 (209) 525-6700	Santa Cruz Health Services Agency 701 Ocean Street, Rm 312 Santa Cruz, CA 95060 (831) 454-2022 Tulare Resource Management Agency 5961 S. Mooney Blvd Visalia, CA 93277-939 1-800-228-6133	
2. Obtaining or purchasing copies of documents as follows: <ul style="list-style-type: none"> <u>CALIFORNIA HEALTH AND SAFETY CODE, DIVISION 13, PART 1</u> (Employee Housing Act) can be purchased from: West Publishing Company, PO Box 64526, St. Paul, MN; telephone 800-328-4880. <u>CALIFORNIA CODE OF REGULATIONS, TITLE 25, CHAPTER 1,</u> <u>and the CALIFORNIA CODE OF REGULATIONS, TITLE 24.</u> Can be purchased from: Barellays Law Publishers, Attention: CCR/Agency Services Representative 400 Oyster Point Blvd., PO Box 3006, South San Francisco, CA. 94083 800-888-3600 or on the internet at http://www.leginfo.ca.gov/calaw.html <u>MIGRANT AND SEASONAL AGRICULTURAL WORKERS PROTECTION ACT</u> <u>and OSHA REGULATION 1910.142</u> Can be obtained by contacting the Wage and Hour Division of the U.S. Department of Labor offices as shown on this page or on the internet at, http://www.dol.gov/esa/vhd/mspa/index.htm 			STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT DIVISION OF CODES AND STANDARDS		
			NORTHERN CALIFORNIA: (North of Fresno County) 9342 Tech Center Dr #550 Sacramento, Ca. 95826 (916) 255-2501	SOUTHERN CALIFORNIA (South of Madera County) 3737 Main Street, Ste 400 Riverside, CA 92501 (951) 782-4420	
3. Contacting the appropriate government offices listed below:			U.S. DEPARTMENT OF LABOR WAGE & HOUR DIVISION		
If the housing is located in one of the following counties contact the county office listed below:					
Fresno Environmental Health Systems 1221 Fulton Mall, 3 rd Floor Fresno, CA 93775-1867 (559) 445-3391	Kern Environmental Health 2700 M. Street, Suite 300 Bakersfield, CA 93301 (661) 862-8700	Merced Environmental Health 777 W. 22 nd St. Merced, CA 95340 (209) 381-1100	LOS ANGELES 300 South Glendale Ave., 400 Glendale, CA. 91205-1752 (818) 240-5274/75	SAN FRANCISCO 455 Market St., 800 San Francisco, CA. 94105 (415) 744-5590	
Monterey Environmental Health 1270 Natividad Road Salinas, CA 93906 (831) 755-4500	Napa Environmental Health 1195 Third Street, 101 Napa, CA 94559 (707) 253-4471	Orange Environmental Health Div. 2009 E. Edinger Avenue Santa Ana, CA. 92705 (714) 667-3600	WEST COVINA 100 North Barranca St., 850 West Covina, CA. 91791 (626) 966-0478	SACRAMENTO 2800 Cottage Way, Rm. W-1836 Sacramento, CA. 95825-1886 (916) 978-6123	
			SAN DIEGO 5675 Ruffin Rd, 320 San Diego, CA. 92123-1362 (619) 557-5606		

Federal Governing Bodies & Regulatory Framework

- U.S. Department of Agriculture.
- U.S. Environmental Protection Agency.
- Farm Labor Standards Act.
- Farm Bill 2014.
- Clean Water Act (CWA)/Safe Drinking Water Act (SDWA).
- Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA).
- Resource Conservation & Recovery Act (RCRA).
- Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA/Superfund).
- Clean Air Act (CAA).
- Emergency Planning & Community Right to Know Act (EPCRA).

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Summary of Employment Requirements for California Agricultural Employers

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- Weekend or Holiday Overtime.

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- Other Wage-Hour Issues.
- Split-Shift Premium Pay.
- Piece Rates and Commissions.
- Bonuses' Effect on Overtime Pay.
- Group Rate for Piecework.
- Non-Piece-Producing Work Time of Piece-Rate Employees.
- Exempt Salaried Employees - Salary Deductions.
- Summary of Allowed Salary Deductions.
- Summary of Illegal Salary Deductions.
- Non-Exempt Salaried Employees.
- Clerical and Office Staff.
- Mechanics.
- Housing Employees.
- Workers' Compensation Premiums.
- Taxes.
- Workday and Workweek.
- Paid Time Off and Hours Worked.
- Paydays.
- Workers Employed by Farm Labor Contractors.
- Employees Boarded and Lodged.
- All Other Agricultural Employees.
- Executive, Administrative, and Professional employees.
- Payroll Deductions and Offsets Against Wages.
- Lawful Deductions.
- Garnishment of Wages.
- Employer May Not Collect or Receive Wages Paid Employee.
- Self-Help by Employers to Recover Unliquidated Sums.
- Losses Resulting from Simple Negligence.
- Discipline as an Alternative.
- Loss Suffered from an Employee's Dishonest or Willful Act or Gross Negligence.
- Deductions for Loans Made to Employees.
- Any Deduction Must be for Direct Benefit of Employee.
- Specific Deductions.
- Deductions Allowed by IWC Orders – Caveat.
- Deduction for Tardiness.
- Final Pay.
- Discharged or Laid Off.
- Quitting Employee.
- Waiting-Time Penalty.
- Working Conditions.
- Rest Periods.
- Meal Periods.

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- Day's Rest.
- Accommodation.
- Reporting-to-Work Pay.
- Tools.
- Uniforms.
- Personal Protective Equipment – Indemnification.
- Vacations.
- Holidays.
- Sick Pay.
- Severance Pay.
- Pension Plans.
- Health Insurance.
- Summary of Employment Requirements vi for California Agricultural Employers Different Health Insurance for Different Employees.
- Discontinuance of Health Insurance During Workers' Compensation Disability.
- Leaves of Absence - Time Off from Work.
- Pregnancy-Disability Leave.
- Family and Medical Leave Act and California Family Rights Act.
- Court Duty.
- Time Off for Crime Victims.
- Emergency Duty as a Volunteer Firefighter.
- Time Off to Participate in a Child's Daycare Facility or School Activities.
- Time Off to Appear at School at School's Request.
- Time Off to Vote.
- Drug and/or Alcohol Rehabilitation.
- Literacy Assistance.
- Temporary Military and/or Reserve Duty Leave.
- Military-Spouse Leave.
- Mass Layoff/Plant Closure (WARN Act).
- Federal WARN Act.

Definitions

- California WARN Act.
- Farm Labor Contractors.
- Responsibilities of a Grower Using a Farm Labor Contractor (FLC).
- Independent Contractor Reporting.
- Land-Management Services.
- Migrant and Seasonal Agricultural Worker Protection Act (MSPA).
- Coverage Under the MSPA.
- Employer Coverage.
- Farm Labor Contractor Coverage.
- Employee Coverage - Migrant or Seasonal Agricultural Workers.

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Additional Definition of Terms

- Migrant Agricultural Worker Exemption.
- Seasonal or Another Temporary Basis Defined.
- Field Work Defined.
- Overview of MSPA Requirements.
- Joint Employer Relationship.
- MSPA Requirements for All Entities.
- MSPA Requirements for Farm Labor Contractors.
- Contracts for Labor or Services.
- Penalties.
- Private Right of Action.
- Specific Requirements for Farm Labor Contractors.
- Checklist of Farm Labor Contractor (FLC) Requirements.
- Employer Tax Registration Requirements.
- California Employer Identification Number.
- California Franchise Tax Board.
- Internal Revenue Service (IRS).
- Insurance and Bonding Requirements.
- Workers' Compensation Insurance Coverage.
- Vehicle Liability Insurance.
- Farm Labor Contractor Bonding.
- Farm Labor Contractor Registration and License Requirements.

General

- Federal Registration.
- State Farm Labor Contractor License Requirements.
- State License.
- Responsibilities of a Grower or FLC Using an FLC.
- Application.
- Summary of Employment Requirements for California Agricultural Employers.
- Farm Labor Contractor Examination.
- Continuing Education.
- Laws Relating to Farm Labor Contractor Employment of Employees.
- FLC Supervisors.
- Worker Recruitment.
- Statement of Unpaid Wage Judgments.
- Grounds for Losing a Farm Labor Contractor License.
- Penalties.
- Penalties for Failures to Pay Wages.
- County Agricultural Commissioner Registration.
- Workers' Compensation.
- Premiums.

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- Coverage.
- Employee Exclusions.
- Responsibilities of Employers.
- Reportable Injury.
- Notice of Injury by Employee.
- Employee Claim Form.
- Physician or Chiropractor Designation.
- Disability Benefit Payments.
- Medical Treatment.
- Premium Calculations.
- Traveling to or From Work.
- Exclusive Remedy; Exceptions.
- Serious and Willful Misconduct.
- Illegally Employed Minors.
- Discrimination - Labor Code Section 132a.
- Penalties.
- Postings.
- Employment Insurance.
- Unemployment Insurance.
- Covered Employers.
- Experience Rating.
- Employer Account Number.
- Required Records.
- Time Limits of Records.
- Posting and Notice Requirements.
- Written Notice to Employee.
- Penalties.
- Disability Insurance and Paid Family Leave.
- Benefits of California SDI Coverage.
- Paid Family Leave Program.
- Child Labor.
- Work Permits.
- Agricultural Zone of Danger.
- Child Labor Summary.
- Exemption for One's Own Children.
- Minimum Age Standards General.
- Permits to Work and to Employ.
- Recordkeeping.
- Hours of Work.
- Spread of Hours.
- Restricted and Hazardous Occupations.
- Posting of Notice.

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- Wages.
- Citations and Penalties.
- Posting Requirement.
- Transportation.

Summary of Employment Requirements for California Agricultural Employers Transportation of Interstate Commerce Act (ICA) Regulations

- Migrant and Seasonal Agricultural Worker Protection Act (MSPA).
- FLC Transportation of Worker.
- Vehicles Covered Under Regulations Developed by DOL.
- Exempt Vehicles.
- Rules Which Apply to All Vehicles.
- Vehicle Insurance Requirements.
- Vehicle Safety Regulations Developed by the DOL.
- State Statutes and Regulations.
- Farm Labor Vehicles.
- Vehicle Inspections.
- Vehicle Drivers.
- Farm Labor Vehicles.
- Farm Labor Vehicle Equipment.
- Pickup, Flatbed, and Dump Trucks.
- Trucks.
- Carrier or Employer Responsibility.
- Cal/OSHA.
- Liabilities Relative to Transportation.
- Tractor-Driver Licensing Requirements.
- Transporting Employees.
- Operation on Public Highways.
- Transportation Provided by Supervisors.

Housing

- State Coverage.
- Cal/OSHA Requirement.
- Fees for Permits and Inspections.
- Prohibitions.
- Federal Coverage.
- Penalties.
- Credits Against Minimum Wage for Meals and Lodging.
- Impact of Housing Employees.
- Evictions; Housing Agreements.
- Agricultural Labor Relations Act (ALRA).

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- Agricultural Labor Relations Board (ALRB).
- Coverage under the ALRA.

Definitions

- Agricultural Employer.
- Farm Labor Contractor.
- Supervisor.
- Agricultural Employees.
- Union.
- Concerted Activities.
- Unfair Labor Practice.
- Union Elections and Collective Bargaining.
- Mandatory Mediation Order.
- Union Access.
- Unfair Labor Practices.
- Strikes, Picketing and Economic Boycotts.
- Remedies for Unfair Labor Practices.
- ALRB Remedies.
- Discrimination.
- Discrimination - General Background.
- Federal.
- California.
- Other Laws.
- Protected Categories and Definitions.
- Summary of Employment Requirements for California Agricultural Employers.
- Ancestry, Race, Color, and National Origin.
- Sex Discrimination.
- Supervisor Harassment Training.
- Sexual Orientation.
- Gender Identity Discrimination and Harassment.
- Pregnancy, Childbirth, and Related Medical Conditions.
- Marital Status.
- Age Discrimination.
- Disabilities.
- Reasonable Accommodation.
- Pre-Job-Offer Inquiries.
- Post-Job-Offer, Pre-Employment Medical Examinations.
- Employee Examinations.
- Alcohol and Other Drugs.
- Religious Discrimination.
- Discrimination - Other Laws.
- Privacy in Employment.

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- Employee's Off-Work Activities.
- Garnishments.
- Return to Work Due to Medical Absence.
- Employers with one or more employees.
- Employers regularly employing five or more employees.
- Pregnancy Disability.
- Reporting Requirements - EEO-1.
- Applicant Identification Records.
- Harassment.
- Types of Sexual Harassment.
- Quid Pro Quo.
- Hostile or Offensive Work Environment.
- Duty to Prevent Sexual Harassment by Non-Employees.
- Notices, Posters, Disclosures and Records.
- Notices and Disclosures.

U.S Department of Labor

- Wages and Hours - Federal.
- Children's Health Insurance Program Reauthorization Act of 2009 (CHIPRA).
- Patient Protection and Affordable Care Act.
- Wage and Hour Regulation - State IWC Orders.
- Industrial Welfare Commission (IWC).
- Payday Notice.
- Statement of Wages.
- Compensation Notice.
- Farm Labor Contractor Rate of Compensation.
- Commissioned Employee - Written Contract Requirement.
- Migrant and Seasonal Agricultural Worker Protection Act (MSPA).
- General MSPA Poster.
- Worker Information.
- Housing Terms and Conditions.
- National Labor Relations Act (NLRA) Employee Rights.
- Employment of Minors.
- Employment Development Department (EDD).
- Equal Employment Opportunity is the Law.
- Equal Employment Opportunity is the Law.
- Age Discrimination is Against the Law.
- Family and Medical Leave Act (FMLA).
- California Fair Employment and Housing Commission (FEHC).
- Pregnancy-Disability Leave.
- California Family Rights Act (CFRA).
- Discrimination in Employment is Prohibited by Law.

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- Summary of Employment Requirements for California Agricultural Employers.
- Time Off to Vote.
- Housing and Meals.
- Operators of Labor Camps.
- Amounts Charged for Meals and Lodging.
- Fair Housing is the Law.
- Cal/OSHA.
- Safety and Health Protection on the Job.
- Cal/OSHA Form 300A.
- Field Sanitation Facilities.
- Access to Medical and Exposure Records.
- Agricultural - Industrial Tractors.
- Operating Rules for Industrial Trucks.
- Handwashing Water.
- California Safe Drinking Water and Toxic Enforcement Act.
- Pesticide Postings.
- Posting of Pesticide Storage Areas.
- Emergency Medical Care.
- Emergency Medical Services.
- Field Postings.
- Irrigation.
- Fumigants.
- Application-Specific Information for Field Workers.
- Pesticide Safety Information Series A-8.
- Pesticide Safety Information Series A-9.
- Workers' Compensation.
- Notice of Compensation Carrier.
- Medical Provider Network Information.
- Off-Duty Recreation.
- Written Notice to New Employees.
- Employee Polygraph Protection Act.
- Whistleblower Hotline.
- Uniformed Services Employment and Reemployment Rights Act (USERRA).
- Mass Layoff/Plant Closure (WARN).
- Human Trafficking/Slavery Notice.
- Recordkeeping and Reports.
- Cal/OSHA.
- Field Sanitation Report.
- Recordkeeping.
- GISO § 3203.
- Department of Pesticide Regulation.
- Employment Development Department.

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- Wages and Payroll.
- Statement of Wages.
- Recording Hours Worked.
- Payroll and Related Records.
- Workday and Workweek.
- Personnel Records.
- Job Applications; Personnel Records.
- Records That Must be Kept.
- Immigration.
- CIS Form I-9.
- Farm Labor Contractor (FLC).
- FLC License.
- FLC Payroll Records.
- Leave of Absence.
- Family and Medical Leave Act.
- California Family Rights Act.
- Discrimination.

Summary of Employment Requirements for California Agricultural Employers

- Applicant Identification Records.
- EEOC EEO-1 Report.
- Recordkeeping and Inspection Requirements.
- Inspection and Copying of Personnel Files.
- Inspection and Copying of Payroll Records.
- Workers' Compensation.
- Employee Claim Form.
- Form to Indicate Physician or Chiropractor.
- Child Labor.
- Permit to Employ and Work Permit.
- Date of Birth.
- Checklist of Forms and Reports.

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Glossary of Abbreviations & Definitions

AAPCC: American Association of Poison Control Centers

AB: Assembly Bill

ABA: Architectural Barriers Act

ADA: Americans with Disabilities Act

ALRA: Agricultural Labor Relations Act

ALRB: Agricultural Labor Relations Board

APN: Assessor's Parcel Number

AUMA: Adult Use Marijuana Act (Prop 64)

BMCR: Bureau of Medical Cannabis Regulation

BMC: Bureau of Marijuana Control

BMP: Best Management Practices

BOE: Board of Equalization

CAC: County Agricultural Commissioner

Cal OES: California Office of Emergency Services (*See also OES*)

CALRA: California Agricultural Labor Relations Act

CALRB: California Agricultural Labor Relations Board

CBC: California Building Code

CBO: Cannabis Board Order

CCR: California Code of Regulations (also Cal. Code Regs.)

CDFA: California Department of Food and Agriculture

CDFFP: California Department of Forestry and Fire Protection (CAL FIRE)

CDF: California Department of Fire

CDFW: California Department of Fish and Wildlife

CDIR: *Also see DIR:* California Department of Industrial Relations

CD: Community Development

CDPH: California Department of Public Health

CDWC: California Division of Worker's Compensation

CEH: Center for Environmental Health

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CEQ: Council on Environmental Quality
CEQA: California Environmental Quality Act
CFR: Code of Federal Regulations
CFSAN: Center for Food Safety and Applied Nutrition
CLRB: California Labor Relations Board
CSLB: California State Licensing Board
CMCLUO: Commercial Medical Cannabis Land Use Ordinance
CP: Community Planning
CPD: County Planning Department
CPRC: California Public Resources Code
CSWC: California State Warning Center
CUPA: California Unified Program Act
DCA: Department of Consumer Affairs
DD: Development Department
DEH: Division of Environmental Health
DFEH: Department of Fair Employment and Housing
DHHS: Department of Health and Human Services
DIR: Department of Industrial Relations
DLSE: Department of Labor Standards Enforcement
DL-WHD: Department of Labor, Wage and Hour Division
DOL: Department of Labor
DPH: Department of Public Health
DPR: Department of Pesticide Regulation
DWC: Division of Workers' Compensation
DWR: Division of Water Rights
EEOC: Equal Employment Opportunity Commission
EIR: Environmental Impact Report
EPA: Environmental Protection Agency
FLC: Farm Labor Contractor
FLSA: Fair Labor Standards Act
GAP: Good Agricultural Practices

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GHP: Good Handling Practices
GP: General Plan
HIPP: Heat Injury Prevention Plan
HSC: Health and Safety Code
HUC: Hydrologic Unit Code
IIPP: Injury and Illness Prevention Program
IPM: Integrated Pest Management
ISWDU: Initial Statement of Diversion and Use
LLC: Limited Liability Company
LRDP: Long Range Development Plan
LSA: Lake and Streambed Alteration
LSAA-1600/1602: Lake and Streambed Alteration Agreement
LC: Labor Commissioner
MBC: Medical Board of California
MCRSA: Medical Cannabis Regulation and Safety Act
MND: Mitigated Negative Declaration
MOU: Memorandum of Understanding
MRP: Monitoring and Reporting Program
MSDS: Material Safety Data Sheet
MSPA: Migrant Seasonal Protection Act
NCRWQCB: North Coast Regional Water Quality Control Board
ND: Negative Declaration
NEPA: National Environmental Policy Act
NLRB: National Labor Relations Board
NMBC: Non-Profit Mutual Benefit Corporation
NOE: Notice of Enrollment
NOI: Notice of Intent
NOP: National Organic Program
NRCS: Natural Resources Conservation Service
NWIC: Northwest Information Center
OES: Office of Emergency Services

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OMCS: Office of Manufactured Cannabis Safety
OMRI: Organic Materials Review Institute
OPR: Office of Planning and Research
OSHA: Occupational Safety and Health Administration
OSHG: Occupational Health and Safety Guidelines
OSHT: Occupational Safety and Health Technician
PG&E: Pacific Gas and Electric
PHTP: Pesticide Handling Training Program
PPE: Personal Protective Equipment
REI: Restricted Entry Interval
SB: Senate Bill
SDS: Safety Data Sheets (*See also MSDS*)
SDU: Small Domestic Use
SIU: Small Irrigation Use
SOP: Standard Operating Procedures
SWRCB: State Water Resources Control Board
THPO: Tribal Historical Preservation Office
USC: United States Code
USCB: United State Census Bureau
USDA: United States Department of Agriculture
US-DOL: United States Department of Labor
USDHHS: United States Department of Health and Human Services
WBO: Water Board Order
WDID: Waste Discharge Identification
WHD: Wage and Hour Division
WRPP: Water Resource Protection Plan
WWD: Waste Water Discharge Program

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