



CANNABIS PROCESSING LICENCES

YOUR ROADMAP



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www.CannabisLicenseExperts.com

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TRUST THE EXPERTS AND GET LICENSED FASTER!

Your path to Cannabis processing licensing starts here. We're with you, every step of the way



Standard/Micro Processing Licence Overview

Under the *Cannabis Act*, businesses that are looking to manufacture and package cannabis products are required to hold one of the following licences:



1. Standard Processing Licence

This licence is for handling over 600 kg of dried flower [or the equivalent] per year.



2. Micro-Processing Licence

This licence is for handling up to 600 kg of dried flower [or the equivalent] per year. (Note: If you hold a micro-cultivation licence for the same site and the cannabis for processing comes exclusively from that site, this maximum quantity does not apply.)

Standard/Micro Processing License Overview



Those who hold a Processing Licence (Standard or Micro) can conduct the following activities:

- Possess cannabis
- Produce cannabis, other than obtaining it by propagating, cultivating, or harvesting
- Package cannabis products (e.g. dried flower, edibles, extracts, topicals)
- Sell and distribute cannabis to other licence holders (processors, analytical testers, researchers, cannabis drug licence holders)
- Sell and distribute to licensed micro-cultivators or standard cultivators:
 - dried cannabis, fresh cannabis, cannabis plants, or cannabis plant seeds
- Sell and distribute to licensed nursery:
 - cannabis plants or cannabis plant seeds
- Send and deliver packaged cannabis products (e.g. dried flower, edibles, extracts, topicals) to a licence holder that is authorized to sell cannabis for medical purposes or to a person authorized to sell cannabis under a provincial or territorial Act

Steps to Submit a Processing Licence Application



It is crucial that your site evidence package and your application documents in CTLS are both complete, accurate and correlating. Health Canada may refuse to consider an application if any of the required information is not provided. Submitting an incomplete or “messy” application can slow down the review of your file, which will ultimately result in extra waiting time for you to receive your licence.

Key Considerations for your Business

Individuals to be Listed on the Application

Processing Licence Holders (Standard, Micro) are required to identify certain key individuals as part of the licence holder. These individuals are:



1. Responsible Person

The Responsible Person has overall responsibility for the activities conducted by the licence holder and must have sufficient knowledge of the provisions of the Act and Regulations that apply to the licence holder.



2. Head of Security

The Head of Security is responsible for ensuring that physical security measures comply with Part 4 of the Cannabis Regulations as well as the company's Organizational Security Plan (OSP).



3. Quality Assurance Person (QAP)

The QAP is responsible for ensuring that all cannabis is approved prior to being made available for sale. The QAP must have the training, experience and technical knowledge required for the role, and is also responsible for investigating product complaints and approval of methods and procedures related to Good Production Practices (GPP).



General Notes and Tips

Business Plan

Before diving into a cannabis processing business, we recommend starting with a well-written, professional cannabis business plan to help identify and showcase your business goals and objectives, how you will manage financials and operations and the strengths/benefits of your processing business.

Real Estate

You know what they say...Location. Location. Location. Finding a piece of land for your cannabis processing facility can be a challenge. There are local laws and zoning requirements you need to meet, so working with a professional real estate agent who is familiar with the Cannabis Act and Regulations can save you a lot of time and money.

Facility Design

Once you have settled on a location for your cannabis processing facility, it's important that the space is designed with Health Canada's requirements in mind. Cannabis businesses must comply with Good Production Practices (GPP) for any cannabis-present or operations areas.

Insurance

Insurance for your cannabis processing business will ensure that all areas of your operation are protected and also provides peace of mind to your investors if any issues arise. You should also carry coverage for property, stock, business interruption and other major risk exposures.

Conclusion and CLE Services

Cannabis License Experts is a compliance solutions provider consisting of in-house professionals with extensive experience in the Cannabis, Pharmaceutical, Food, Medical Device and Natural Health Product industries. Our specialists have regulatory, licensing and operational experience with one goal in mind; to license and legalize your cannabis business in compliance with the Canadian federal and provincial regulations.

Our forward-thinking approach starts with learning your short- and long-term needs. After that, we tailor a cannabis licensing program that meets the applicable regulatory requirements. And through our network of partners we can also provide guidance in other aspects of your business beyond the licensing work.

When it comes to cannabis processing in Canada, we offer support from day one, including strategic planning, business plan preparation, licence application submission, SOPs, and more. Contact us today to learn how we can help your business grow and succeed!






Additional Services

Cannabis License Experts prides itself in offering solutions beyond the licensing journey, to help ensure you have the necessary tools to establish your operation. This includes:


- **Business plan services**
- **Gap assessments**
- **Commercial real estate broker services**
- **Facility design (new and retrofit of existing structures)**
- **Production equipment providers**
- **Security equipment tendering**
- **Insurance broker services**
- **Banking services**
- **POS recommendations/setup**
- **Digital platform services**
- **Budtender training (retail)**
- **Interior design**
- **Post-licensing audits**
- **Retainer packages for ongoing consultation**

Success Stories



Lin Yan
GMLL Pharma
5★

"We have contacted a few licensing company before I decided to contact with Canna licensing Experts. So far I think I have made the right choice and I am happy with the work they have done for us. The team answer questions promptly and never leave us alone. Not to mention their charge are reasonable comparing the similar type of consulting company and quality of their job."



Joseph Dow
Dow Testing Labs
5★

"Brian and Kalpna at Cannabis Licebse Experts were very pleasant, informative, and knowledgeable regarding licensing. They helped us fill out all the forms needed and guided us through the entire process. I am sure that without their guidance our application would still be in process, or have been dismissed because of some missing information."



John Zhang
EnWave
5★

"The staff at CLE are very professional and knowledgeable about the subject. Our license application went smoothly and their forecast was very accurate too. We got our license from Health Canada within 10 months time, amid the COVID-19 crisis."