# Supply activity

Applicable fee for each location = $6,382.50 (including GST)

Complete a separate copy of Section F for each different supply location where you intend to:

* supply medicinal cannabis products (which do not meet the definition of a CBD product) to the commercial market
* export bulk starting material, cannabis-based ingredients or medicinal cannabis products.

For more details, refer to **Part 4: Guidance for Applicants for a Medicinal Cannabis Licence** of the *Guideline on the Regulation of Medicinal Cannabis in New Zealand*. For more information on the minimum quality standard for medicinal cannabis products, see **Part 3: Guidance for a New Medicinal Cannabis Product Application** of the *Guideline on the Regulation of Medicinal Cannabis in New Zealand*.

Each location must have a physical inspection to verify that the appropriate security arrangements are in place before a licence is issued.

## Location of the activity

* + 1. Is the proposed location already covered under a licence to deal in controlled drugs that enables supply of medicines that are not medicinal cannabis products?

☐ Yes

|  |  |  |
| --- | --- | --- |
|  | Name of licence holder: |  |
|  |  |  |
|  | Current licence number: |  |

☐ No

* + 1. Provide the physical address for the location where the supply activity will be conducted.

|  |  |  |
| --- | --- | --- |
|  | Level/unit: |  |
|  |  |  |
|  | Street number and name: |  |
|  |  |  |
|  | Suburb: |  |
|  |  |  |
|  | Town/city: |  |
|  |  |  |
|  | Postcode: |  |

* + 1. Attach a geographical plan of the location.

☐ Include clearly marked maps and Land Information New Zealand (LINZ) photographs of the location. Mark all buildings and areas where cannabis will be located.

☐ Include GPS coordinates of the location.

☐ Provide floor plans and photographs of the buildings and facilities (if relevant).

|  |
| --- |
| [Reference attached document(s).] |

[Continue on additional sheets if necessary.]

* + 1. The following people are the responsible persons for this activity at this location:

|  |
| --- |
|  |
|  |

[Continue on additional sheets if necessary.]

Each responsible person must complete Section A3: Responsible person details and declaration.

## Eligibility to use this location

* + 1. Does the applicant own the location?

☐ Yes

☐ No – Provide the full name and contact details of the owner of the location. Attach written evidence of the owner’s permission to allow cannabis-related activities at the location (such as a letter from the owner). A lease or rental agreement on its own will not be accepted.

|  |
| --- |
| [Reference attached document(s).] |

[Continue on additional sheets if necessary.]

## Supply details

* + 1. Provide details of products you propose to supply under this licence activity. Identify whether the product is starting material for export, a cannabis-based ingredient (CBI) or a medicinal cannabis product.

|  |
| --- |
| [Reference attached document(s) – eg, a list of products.] |

[Continue on additional sheets if necessary.]

* + 1. Applicants of a licence with a supply activity must have a recall plan in place setting out how they will respond if an issue with the product arises. Provide details of your recall plan.

|  |
| --- |
| [Reference attached document(s).] |

[Continue on additional sheets if necessary.]

## Security arrangements at this location

* + 1. Describe the arrangements for physical and procedural security as well as security of staff members. For guidance on what you should include in the security plan, refer to **Part 4** of the G*uideline on the Regulation of Medicinal Cannabis in New Zealand*.

Please provide a detailed plan for the security arrangements for this location.

|  |
| --- |
| [Reference attached document(s).] |

[Continue on additional sheets if necessary.]

## Registers and record-keeping

Regulation 66 of the Misuse of Drugs (Medicinal Cannabis) Regulations 2019 requires the licence holder to keep records of the amounts of cannabis starting material, cannabis-based ingredients and medicinal cannabis products held and supplied during the period of the licence.

* + 1. Describe the location where the records will be kept.

|  |
| --- |
| [Reference attached document(s).] |

[Continue on additional sheets if necessary.]

## Additional information about activities at this location

* + 1. **Standard Operating Procedures**

Describe the standard operating procedures covering the supply activities at this location.

|  |
| --- |
| [Reference attached document(s).] |

[Continue on additional sheets if necessary.]

One of New Zealand’s obligations under the United Nations Drug Control Conventions is to provide estimates of the amount of cannabis and cannabis products that are imported into New Zealand annually. The information you provide will only be used for reporting purposes.

* + 1. **Imports**

Provide details of the total amount of each individual cannabis-based ingredient and/or medicinal cannabis product you propose to import for the year that this licence is issued. Continue on additional sheets if necessary.

**Total amount of cannabis-based ingredient (CBI) to be imported**

|  |  |
| --- | --- |
| **Name of CBI** | **Amount to be imported (kg)** |
|  |  |
|  |  |
|  |  |

[Continue on additional sheets if necessary.]

**Total amount of medicinal cannabis product to be imported**

|  |  |
| --- | --- |
| **Medicinal cannabis product name** | **Amount to be imported (kg)** |
|  |  |
|  |  |
|  |  |
|  |  |

[Continue on additional sheets if necessary.]