

Table 11: Physical Security Requirements for Standard Processing, Standard Cultivation and Sale for Medical Purposes with Possession Licences

Requirement	Required details to include
Site plan (including floor plans)	<p>The overall site plan must include the following details.</p> <ul style="list-style-type: none"> • The perimeter of the site must be clearly identified. Indicate whether the site perimeter is defined by a fence or the building envelope. • The footprint of any building(s) must be clearly identified. • Indicate if the building is a multi-unit building or a stand-alone site (i.e., single unit). If it is a multi-unit building, the site perimeter should be identified accordingly and all units must be labelled with information on their current use (i.e., company name). • The location of any outdoor cultivation area must be clearly identified. For any outdoor area, the latitude and longitude coordinates for all four corners must be indicated. • The locations of, and area covered by the security devices and visual monitoring devices for the site perimeter and any outdoor cultivation area. • All security devices must be clearly identifiable and uniquely labeled. <p>If there are areas, including buildings, that will not be used exclusively by the applicant, or areas that will be used by the applicant to conduct activities other than activities with cannabis, these areas must be outside of the proposed site perimeter.</p> <p>Additionally, the applicant must also include a floor plan for each building with the following details.</p> <ul style="list-style-type: none"> • Clear delineation of rooms where operations, grow and storage activities, as applicable, take place. • Clear identification of storage area(s) and the areas it is located within that meet the requirements of section 67 of the <i>Cannabis Regulations</i>, as applicable. • The locations of and area covered by the security devices and visual monitoring devices as they relate to any operations area (including grow areas) and storage areas, as applicable. • All security devices must be clearly identifiable and uniquely labeled. • Cannabis flow between the rooms must be identified. <p>Important: There is no specific section in the current version of the CTLS to upload this information. This information should be uploaded as an attachment under the "Aerial View" section.</p>
Security reports	<p>Provide the following information to demonstrate how the intrusion detection system requirements will be met.</p> <ul style="list-style-type: none"> • Alarm test reports for all intrusion detection devices for the site perimeter, all operations areas (including indoor and outdoor grow areas), and storage areas. These reports must contain the date and time of the test, the name of the device and location of the device. • A list of which alarm partition each intrusion detection device is assigned to. • Access (entry and exit) log reports for all doors leading to and from storage areas. These reports must contain the date and time of each access, the name of the device, location of the device and the identity of the individual entering and exiting from each storage area.

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Visual evidence	<p>Provide the following information in the site evidence package.</p> <ul style="list-style-type: none"> • Guided video tour of entire site (including both indoor and outdoor areas), highlighting all security features of the site perimeter, operations areas (including all grow areas) and storage areas. All devices must correspond to their location as indicated on the site plan (including all floor plans). • Photographic overview of each side of the defined site perimeter. • Visual recording device footage that includes the front, back and sides of the defined site perimeter (e.g., east, west, south and north walls). Complete coverage may be best demonstrated by displaying multiple visual recording device feeds that capture an individual walking around the perimeter. • Footage from all visual recording devices in each operations areas (including the entry and exit points of the grow areas) and all storage areas. <p>All video and images must meet the following criteria:</p> <ul style="list-style-type: none"> • Have sufficient resolution to clearly visualize the area (not a pixelated image); • Capture the entirety of the areas identified (i.e. no blind spots and/or obstructed views); and • Demonstrate the visual recording devices ability to capture the required information in both low light and night time conditions. <p>Important: Due to limitations on file size within the CTLS, site evidence packages are not able to be submitted as a part of the CTLS application. The site evidence package must be submitted to Health Canada outside of the CTLS. Refer to 7.1.1 Submission of Site Evidence for more information on how to submit site evidence.</p>
Additional Information	<p>Provide the following information to demonstrate how physical security requirements will be met.</p> <ul style="list-style-type: none"> • Physical Barrier and Site Design <ul style="list-style-type: none"> ◦ Description of the site and how it will prevent unauthorized access. Include any access controls at entry or exit points of the site such as windows, doors and vents. ◦ Description of materials used in the construction of the physical barriers, as applicable, for the site perimeter and for all of the operations areas (including all grow areas) and storage areas, this may include fences, walls, floors, ceilings, and doors to ensure prevention of intrusion. • Visual Monitoring Devices <ul style="list-style-type: none"> ◦ The type and specifications of the visual monitoring devices installed and operating, and how the devices meet the requirements (including operating temperature range, and any

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	<p>special features such as infrared or night vision and weatherproofing).</p> <ul style="list-style-type: none"> ◦ Description of how monitoring will be maintained at all times (e.g., during a power outage). • Intrusion Detection Devices <ul style="list-style-type: none"> ◦ The type and specifications of the system installed and operating for intrusion detection (including operating temperature range, motion detection range if applicable, intended use, and any special features such as weatherproofing, tamper-resistance). ◦ Description of how intrusion detection system will be maintained at all times (e.g., during operating hours and a power outage). ◦ Description of how any attempted or actual tampering with the system will be detected. • Restricted Access <ul style="list-style-type: none"> ◦ Description of how the access to operations areas (including grow areas), and storage areas will be restricted to individuals whose presence is required by their duties. ◦ Details on the types, specifications, and locations of access control or restriction devices installed and operating (e.g., Proximity card readers or keypads with electric door strikes or electromagnetic locks, door lock and key, combination lock, padlock). ◦ Information on how and which personnel will be given access (e.g., issued cards, fobs, PINs, keys). • Access Log <ul style="list-style-type: none"> ◦ Description of how access to storage area will be logged. ◦ Method used to record the identity of every individual entering or exiting a storage area and the information that will be recorded (i.e. the date and time of entry and exit, the name of the area being accessed, the identifier for the access point used [e.g., door, gate, etc.]). • Monitoring and Response <ul style="list-style-type: none"> ◦ Information on how the intrusion detection devices will be monitored continuously (i.e. 365 days a year, 7 days a week and 24 hours a day), either on-site or off-site (e.g., use of a ULC-certified monitoring company). ◦ Information on the procedure in place for when the intrusion detection system's alarm is triggered, and the procedure for responding to such incidences, including creating and retaining records of detected occurrences (i.e. the date and time of the occurrence and the measures taken in response to it and the date and time when they were taken). <p>Important: There is no specific section in the current version of the CTLS to upload this information. This information should be uploaded as an attachment under the "Organizational Security Plan" section.</p>

Table 12: Physical Security Requirements for Micro-Cultivation, Micro-Processing, and Nursery Licences

Requirement	Required details to include
Site plan (including floor plans)	<p>The overall site plan must include the following details.</p> <ul style="list-style-type: none"> • The perimeter of the site must be clearly identified. Indicate whether the site perimeter is defined by a fence or the building envelope. • The footprint of any building(s) must be clearly identified. • Indicate if the building is a multi-unit building or a stand-alone site (i.e., single unit). If it is a multi-unit building, the site perimeter should be identified accordingly and all units must be labelled with information on their current use (i.e., company name). • The location of any outdoor cultivation area must be clearly identified. For any outdoor area, the latitude and longitude coordinates for all four corners must be indicated. <p>If there are areas, including buildings, that will not be used exclusively by the applicant, or areas that will be used by the applicant to conduct activities other than activities with cannabis, these areas must be outside of the proposed site perimeter.</p> <p>Additionally, the applicant must also include a floor plan for each building with the following details.</p> <ul style="list-style-type: none"> • Clear delineation of rooms where operations, grow and storage activities, as applicable, take place. • Cannabis flow between the rooms must be identified. <p>In the case of cultivation licences delineate the respective surface areas to demonstrate how the site meets the surface area threshold (including both indoor and outdoor grow areas). As well, indicate whether the surface area comprises of multiple surfaces (e.g., is vertically arranged).</p> <ul style="list-style-type: none"> • The delineated area shown on the site plan and/or floor plan should include dimensions which demonstrate how the total surface area of the cannabis plants do not exceed the applicable threshold. • A sample calculation should be included to demonstrate how the total surface area does not exceed the applicable threshold. <p>Information: For micro-cultivation, plant surface area cannot exceed 200 m² (includes multiple surfaces such as surfaces vertically arranged). For nursery seed production the total surface area cannot exceed 50 m² (for all the parts of budding or flowering plants).</p> <p>Important: There is no specific section in the current version of the CTLS to upload this information. This information should be uploaded as an attachment under the "Aerial View" section.</p>
Visual Evidence	<p>Provide the following information in the site evidence package.</p> <ul style="list-style-type: none"> • Guided video tour of entire site (including both indoor and outdoor areas), highlighting the entire site perimeter and all storage areas. • Visual footage showing entire physical barrier for the site and all storage areas. • Photographic overview of each side of the defined site perimeter.

	<p>Important: Due to limitations on file size with the CTLS, site evidence packages are not able to be submitted as a part of the CTLS application. The site evidence package must be submitted to Health Canada outside of the CTLS. Refer to 7.1.1 Submission of Site Evidence for more information on how to submit site evidence.</p>
Additional Information	<p>Provide the following information to demonstrate how physical security requirements will be met.</p> <ul style="list-style-type: none"> • Physical Barrier and Site Design <ul style="list-style-type: none"> ◦ Description of the site and how it will prevent unauthorized access. Including any access controls at entry or exit points of site such as windows, doors and vents. ◦ Description of materials used in the construction of the physical barriers, as applicable, this may include fences, walls, floor/ceiling and doors to ensure prevention of intrusion (include this for both site perimeter and for all of the storage areas). • Restricted Access <ul style="list-style-type: none"> ◦ Description of how the access to storage areas will be restricted to individuals whose presence is required by their duties. ◦ Details on the types, specifications, and locations of access control or restriction devices installed and operating (e.g., Proximity card readers or keypads with electric door strikes or electromagnetic locks, door lock and key, combination lock, padlock). ◦ Information on how and which personnel will be given access (e.g., issued cards, fobs, PINs, keys). <p>Important: There is no specific section in the current version of the CTLS to upload this information. This information should be uploaded as an attachment under the "Organizational Security Plan" section.</p>