# Possession for manufacture activity

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| **INFORMATION FOR APPLICANTS*** Renewal fee applicable for a possession for manufacture activity per location = $2,645 (including GST).
* Complete a separate Section RE for each possession for manufacture activity at each location to be renewed under the licence.

Where the information requested has been provided with the initial licence application or subsequent applications for amendment and has not changed, you do not need to resubmit the information.  |

## Location of the activity

* + 1. Provide the physical address where the manufacturing activity is conducted.

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

* + 1. Responsible persons at this location

 ☐ I declare that there are no changes to the responsible persons at this location.

 OR

 ☐ The responsible persons at this location have changed. The new responsible persons are:

|  |
| --- |
|  |
|  |
|  (Continue on additional lines if necessary) |

 Each current or new responsible person must complete Section RA3: Responsible person details and declaration.

##  Eligibility to use the 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. The permission must be current.

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| --- |
| Reference previously provided document or attach updated document |

[Continue on additional sheets if necessary.]

## Manufacture activity at this location

* + 1. Indicate below the activities to occur at this location:

☐ Extraction of cannabinoids

☐ Manufacture of a cannabis-based product

☐ Manufacture of a dried product

☐ Manufacture of a dosage product

☐ Packaging of a medicinal cannabis product

☐ Over-labelling of a medicinal cannabis product

☐ Testing of cannabis material and/or medicinal cannabis products.

☐ Product development of medicinal cannabis products.

☐ Development of analytical testing methods of cannabis material and/or medicinal cannabis products.

## Security arrangements at this location

* + 1. ☐ I declare that there are no changes to the arrangements for physical and procedural security, as well as security of staff members.

 Note: Changes to security arrangements should be submitted as an application to amend the licence.

## Registers and record-keeping

Regulation 65 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 manufactured during the period of the licence.

* + 1. ☐ I declare that there are no changes to the record-keeping system and the location where the records are kept.

 OR

 ☐ The record-keeping system and where the records are kept have been changed.

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| [Describe the record-keeping system and where the records will be kept] |

[Continue on additional sheets if necessary.]

## Additional information about activities at this location

* + 1. **Standard Operating Procedures**

Either: ☐ I declare that there are no changes to the standard operating procedures covering the possession for manufacture activities at this location.

Or: ☐ The standard operating procedures have been updated, but do not affect security of the operations at this location.

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| [Reference updated documents attached]. |

[Continue on additional sheets if necessary.]

Note: Changes to the standard operating procedures that affect the security operations should be submitted in an amendment application for the activity.

* + 1. **Imports**

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.

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

**Total amount of cannabis starting material to be imported** **for the year that this licence is to be renewed**

|  |  |
| --- | --- |
| **Cultivar or product name** | **Amount to be imported (kg)** |
|  |  |
|  |  |
|  |  |

**Total amount of cannabis-based ingredient (CBI) to be imported** **for the year that this licence is to be renewed**

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

**Total amount of medicinal cannabis product to be imported** **for the year that this licence is to be renewed**

|  |  |
| --- | --- |
| **Name of medicinal cannabis product** | **Amount to be imported (kg)** |
|  |  |
|  |  |
|  |  |