



OLCC COVID-19 Business Continuity Information

Recreational Marijuana Temporary Rules

FAQ's (As of 6/1/20)

****Newest updates are highlighted in yellow**

How does the Governor's Executive Order No. 20-12 impact your business?

On March 23, 2020, the Governor issued [Executive Order No. 20-12](#). It is important that licensees review the Order.

At this time the Order does NOT require cannabis businesses to close and retailers may continue operating. Do note, the Order gives the Oregon Health Authority, subject to the Governor's approval, the authority to determine if additional business closures are necessary and you should prepare for this contingency.

The Order does place the following restrictions on the operation of your business that you must adhere to:

- Paragraph 9 of the Order requires all businesses in Oregon to facilitate telework and work-at-home by employees, to the maximum extent possible. Work in offices is prohibited whenever telework and work-at-home options are available.
- Paragraph 10 of the Order requires that when telework and work-from home options are not available, businesses **must** designate an employee or officer to establish, implement, and enforce social distancing policies consistent with [guidance](#) from the Oregon Health Authority. The policies also **must** address how the business will maintain social distancing protocols for business-critical visitors, this includes customers and people making deliveries.

The [Governor's Office](#) has a website dedicated to the COVID-19 response with general guidance on social distancing and health information, specific public health information for employers and employees, as well as other resources.

Can I close my business temporarily?

Yes, you can close your business for less than 30 days without notifying the OLCC. If you decide to temporarily close your business make sure your inventory is secure and your cameras are running.

If you wish to close your business for more than 30 days, fill out the [Temporary Closure](#) form and return it to marijuana.licensing@oregon.gov. If you want to turn off your surveillance cameras you will also need to complete the [Seasonal Camera Shutdown](#) form and ensure that there are no marijuana items left on-site by taking action to compliantly sell, transfer, or destroy the items. Retail licensees are allowed to do a full inventory transfer to a single wholesaler.

I have questions about Oregon's employment laws, where can I find answers?

[Oregon Bureau of Labor and Industries](#) (BOLI) has a special section on their website that answers questions about employment and COVID-19.

A customer came to the store with an expired ID, is it alright to accept it as valid ID since the DMV is closed?

Yes. If a State of Oregon ID with an expiration date of March 8, 2020 or later, which means the customer wasn't able to go to the DMV to renew it, the OLCC will consider it a valid ID while the [Governor's Executive Order 20-03](#) is in effect.

Does this apply to any other forms of ID that have expired, like a passport or identification from another state?

No, this only applies to State of Oregon issued identification.

Are employees required to wear a face mask while working?

Yes. Here is more information from OHA about [wearing face masks](#).

Can customers wear face masks?

Yes. It is still a requirement to check ID and verify the person making the purchase is the person listed on the ID.

I'm a retail licensee with home delivery privileges, but have never done it before, can you tell me how to do a compliant delivery?

You can learn more about compliant delivery by reading the delivery rule, 845-025-2880, and reviewing the [home delivery guide](#). If you have specific questions about how to enter information into CTS please review the [Oregon METRC Wiki](#) or email the OLCC at marijuana.cts@oregon.gov.

Can the home delivery zone be expanded?

No, not at this time. The OLCC understands that some licensees would like to deliver outside of their licensed jurisdiction, but there are still have areas of the state that do not allow marijuana sales and we need to respect their community's decision.

Does the address on a customer's ID have to match the home delivery address?

No, it is not a rule requirement that the address on a person's ID needs to match the address for home delivery.

Is the customer signature requirement still in place for home delivery?

While Executive Order 20-12 is in effect, the OLCC is suspending its enforcement of the requirement that licensees obtain the recipient signature for home delivery. This does not change any other requirement in 845-025-2880.

If we are a retailer without delivery privileges, can we still do curbside deliveries?

All retailers are allowed to temporarily engage in the on-site delivery privilege within 150 feet of their licensed premises, as long as all requirements are met. However, only retailers with the delivery endorsement may engage in **home** delivery. You can apply for the home delivery endorsement by submitting the [Home Delivery Registration](#) and emailing it to marijuana.licensing@oregon.gov.

To learn more about on-site delivery please read the temporary rule [845-025-2885](#) and the [OLCC guidance](#).

Our store wants to only sell to OMMP cardholders and caregivers, is that okay?

Yes, that is a choice you can make for your business.

Do I still need to pay taxes?

Yes, the Department of Revenue has recently issued a press release detailing temporary changes to protect taxpayers and staff and help slow the spread of the novel coronavirus, or COVID-19. For in-person marijuana tax payments you will temporarily need to call to schedule an appointment.

All in-person tax payments at the Salem headquarters can be scheduled by calling 503-945-8050.

To read the press release in full, please visit <https://www.oregon.gov/newsroom/Pages/NewsDetail.aspx?newsid=36255>.

Please visit the Marijuana Tax webpage at <https://www.oregon.gov/DOR/programs/businesses/Pages/marijuana.aspx> for further updates.

Can I still make in-person payments for licensing fees or administrative violation fines at the OLCC?

The OLCC is still taking license and violation payments in person, in order to make a payment in person you **must** call the OLCC at 503-872-5151 to schedule an appointment. If a licensee prefers, they may send a money order or a check. Please note that the OLCC will not approve the payment for 21 days to ensure that the check is valid.

For licensing actions that require payment the licensee may also submit their payment using a credit card through the online licensing portal.

All other payments need to be check or money order mailed to the OLCC at 9079 SE McLoughlin Blvd., Milwaukie, Oregon 97222. **The check or money order must contain documentation so it is clear who the payment is coming from and what it is for.** Examples of the kind of payments include but are not limited to: Worker permits, change of ownership and fingerprints payments.

Do I still have to pay a fee to make changes to my approved packages or labels?

No, the OLCC has **temporarily** suspended the fee requirements for changes to approved packages or labels and transferring packaging and labeling from one license to another (OAR 845-025-1060(e) and (f)). Licensees must still submit the [Change Request Form](#) to marijuana.packaging@oregon.gov. The form must either be signed by the licensee or an authorized representative of the licensee.

Other questions? Please contact the OLCC at marijuana@oregon.gov

Resources:

[Governor's Office COVID-19 website](#)

[Oregon Health Authority Flyer on Social Distancing](#)

[Oregon Health Authority COVID-19 website](#)

[OLCC COVID-19 website](#)