



MARIJUANA LICENSE PREMISES REQUIREMENTS

All rules refer to OAR 845-025-XXXX where XXXX is the specific rule. Full text of OLCC Division 25 administrative rules are available through the [Secretary of State: Oregon Administrative Rules](#) website. Individual rules referenced in this document include a hyperlink to full text of that specific rule. The following list outlines the basic premises requirements but does not fully encapsulate all license requirements.

GENERAL

Description	Rule
Maps/Floor Plans	
<input type="checkbox"/> Premises sketch and floor plans match physical location, and licensee has security plan for any unenclosed areas.	1030 1230
Signage	
All signs must be legible, not less than 12 inches wide by 12 inches long and composed of letters not less than one half-inch in height. All signs must be posted in a conspicuous location where the signs can be easily read by individuals on the licensed premises:	1245
<input type="checkbox"/> "No minors permitted anywhere on this premises."	1245
<input type="checkbox"/> "Se prohíbe menores de edad en este local."	1245
<input type="checkbox"/> "No On-Site Consumption"	1245
<input type="checkbox"/> "Prohibido consumir marihuana en este sitio."	1245
<input type="checkbox"/> "Do not enter – Limited access area – Access limited to licensed personnel and escorted visitors." At the entry points of all limited access areas.	1245
<input type="checkbox"/> "No entrar – Área de acceso limitado – Acceso limitado a personal autorizado y visitantes acompañados." At the entry points of all limited access areas.	1245

SECURITY

Description	Rule
<input type="checkbox"/> Exterior entries (e.g. doors and property gates) secured by non-residential commercial-grade locks.	1410
<input type="checkbox"/> Areas where marijuana items will be stored after harvest are locked, indoor areas secured with a properly installed steel door with a steel frame, and a commercial grade lock. (Retailers are subject to separate requirements below)	1410
<input type="checkbox"/> Ability to notify law enforcement or a security company upon any unauthorized entry by at least one of the following methods: <ul style="list-style-type: none"> • Two mounted panic buttons linked with the alarm system that notifies a security company or law enforcement; or • Mobile panic buttons carried by all licensee representatives present on the licensed premises; or • Operational landline telephone in all limited access areas that is capable of contacting a security company or law enforcement. 	1420

- Alarm system notifies authorized personnel in the case of unauthorized entry to premises, and/or any unauthorized activity in any limited access areas, and/or consumer sales area (if applicable). * [1420](#)

**If applicant/licensee's security/operation plan includes having a licensee representative physically present on the licensed premises at all times when it is closed for business (not in a residence) this item is not required. The applicant/licensee must still have a mechanism to ensure that the licensee, employees, and representatives can immediately notify law enforcement of any unauthorized entry (OAR 845-025-1420).*

SURVEILLANCE EQUIPMENT/CAMERAS

Description	Rule
<input type="checkbox"/> Recording equipment in designated, locked, and secured room or other enclosure such as a security cabinet or locker.	1430 , 1460
<input type="checkbox"/> Includes DVR or network recorder, cameras, monitors, digital archiving devices, interface devices, and printer.	1430
<input type="checkbox"/> Can print a still photograph from any camera image.	1430
<input type="checkbox"/> Applicant/Licensee/Representative receives notice within one hour of camera disconnection, power disconnection, or other surveillance failure.	1430
<input type="checkbox"/> Recording continues when the system is disconnected from primary power. Battery provides one hour of recording time for all required cameras.	1430
<input type="checkbox"/> Applicant/Licensee/Representative can demonstrate access to recorded footage.	1450
<input type="checkbox"/> All cameras record at 1280 X 720 px or better resolution and 10 fps.	1450
<input type="checkbox"/> Accurate date and time stamp embedded on video without obscuring image.	1450
<input type="checkbox"/> All cameras continuously record, 24 hours a day, and in the absence of visible light.	1450
<input type="checkbox"/> Licensee has kept a minimum of 90 calendar days of surveillance recordings on-site. <i>(Not required for previously unlicensed premises)</i>	1450
<input type="checkbox"/> Licensee has kept a minimum of 30 days of off-site backup recordings stored off-site in real time of the surveillance room/area. <i>(Not required for previously unlicensed premises)</i>	1450
<input type="checkbox"/> Cameras cover all Limited Access Areas including all buildings, rooms, or other contiguous areas on a licensed premises where a marijuana item is present.	1440 , 1015
<input type="checkbox"/> Camera(s) cover all surveillance area(s) or surveillance room(s) and individuals accessing it are clearly identifiable upon entry/exit and clearly visible when accessing the equipment.	1440
<input type="checkbox"/> Cameras are placed to capture clear and certain images of any individual and activity occurring within 15' both inside and outside of all points of ingress and egress to and from the licensed premises.	1440

LICENSE SPECIFIC PREMISES REQUIREMENTS

PROCESSORS

Description	Rule
Policies & Procedures: <i>(Inspectors do not review the sufficiency of these policies & procedures. Inspectors are to ensure that the policies & procedures are written, detailed, and understandable. Applicants and licensees are responsible for ensuring the policies are in compliance with all other applicable laws and regulations including, but not limited to: local fire authorities, building, zoning and code compliance, OSHA, the Oregon Health Authority, and the Oregon Department of Agriculture.)</i>	
<input type="checkbox"/> Equipment cleaning procedures.	3230
<input type="checkbox"/> Procedures for preventing growth of pathogens and formation of toxins.	3230
<input type="checkbox"/> Proper handling and storage of solvents, gasses, chemicals in accordance with material safety data sheets (MSDS).	3230
<input type="checkbox"/> Waste disposal methods.	3230 , 7750
<input type="checkbox"/> Quality control for safety and contamination prevention.	3230
<input type="checkbox"/> Appropriate use of all safety and sanitary equipment, such as eye wash stations.	3230
<input type="checkbox"/> Emergency procedures for fire, spills, other emergencies.	3230
Miscellaneous items:	
<input type="checkbox"/> MSDS & receipts readily available for employees for all solvents	2070 , 3260 , 3290
<input type="checkbox"/> Emergency eye-wash station present in processing room. Extract Endorsement Only	3290
<input type="checkbox"/> All extraction equipment on premises is contained on the list provided by the applicant/licensee. Extract Endorsement Only	3260
<input type="checkbox"/> Extract processing room is fully enclosed. Extract Endorsement Only	3260
<input type="checkbox"/> Any dry ice is stored in well-ventilated room. Concentrate Endorsement Only	3260

WHOLESALEERS (FOR-HIRE TRIMMING PRIVILEGE)

Description	Rule
<input type="checkbox"/> The applicant/licensee has a mobile trimming control plan that includes the following:	3505
<input type="checkbox"/> Procedures that prevent unlawful activity and violations.	3505
<input type="checkbox"/> Procedures that prevent any person under 21 years of age to be admitted to the areas where marijuana will be trimmed.	3505

RETAILERS

Description	Rule
The following must be posted at a conspicuous location in the Consumer Sales Area:	2840
<input type="checkbox"/> “Marijuana or Marijuana Infused Products May Not Be Consumed in Public” (<i>posted at the exit(s) of the licensed premises</i>).	2840
<input type="checkbox"/> “Security Cameras in Use.”	2840
<input type="checkbox"/> Pregnancy Warning Poster . (22 inches high by 17 inches wide)	2860
<input type="checkbox"/> Poisoning Prevention Poster . (22 inches high by 17 inches wide)	2860
<input type="checkbox"/> Educate Before You Recreate Poster . (22 inches high by 17 inches wide)	2860
<input type="checkbox"/> There is a designated consumer sales area on the licensed premises, if permitting access to the general public.	2840
<input type="checkbox"/> All point(s) of sale and consumer sales areas are visible on camera and individuals can be identified in those areas.	2840
<input type="checkbox"/> All marijuana items (except for immature marijuana plants) are kept in a locked, secured location or enclosures within any areas such that marijuana items are not visible from any area outside the licensed premises during all non-operating hours.	1440
<input type="checkbox"/> Marijuana items are accessible only by employees and not consumers until the sale has been completed.	2820

PRODUCERS

Description	Rule
<input type="checkbox"/> Canopy designation (size, production method, measurements, and shapes) for all mature and immature canopy areas matches location.	2040
<input type="checkbox"/> Canopy areas are all quadrilateral in shape and are clearly delineated so that it can be measured, or they are not quadrilateral in shape and have a survey of each canopy space conducted by a professional land surveyor.	2040
<input type="checkbox"/> Canopy areas are clearly demarcated with a physical boundary, wall, or marker at the outmost edge or each corner of the designated canopy space; or by at least eight feet of open space.	2040
<input type="checkbox"/> There are no more than 20 canopy areas, including both immature and mature canopy areas, at the premises.	2040
<input type="checkbox"/> Public access is effectively prevented to all canopy areas by a fence or wall at least 6 feet high or within a solid, permanent structure. Any fence or wall is constructed of a series of rigid wooden or metal posts securely anchored to the ground and a woven or welded wire mesh such as “chain-link” fencing or by a solid, rigid barrier, such as wooden fencing planks or similar material. Marijuana items present in any area of the premises that is not enclosed by a fence or structure will only be in those areas while being moved between enclosed secure areas and will at all times be in the possession of a licensee representative.	1470