



JANET T. MILLS
GOVERNOR

STATE OF MAINE
OFFICE OF CANNABIS POLICY
162 STATE HOUSE STATION
19 UNION STREET
FIRST FLOOR
AUGUSTA, MAINE 04333-0162

ADMINISTRATIVE & FINANCIAL SERVICES

KIRSTEN LC FIGUEROA
COMMISSIONER

OFFICE OF CANNABIS POLICY

JOHN HUDAK
DIRECTOR

Criteria for Registered Dispensary Inspections

The following list is provided by the Office of Cannabis Policy (OCP) as a resource to the registered medical dispensary community regarding common inspection points that OCP compliance staff review when conducting inspections of medical dispensary operations. This list reflects the compliance requirements enumerated in the laws (Title 22, ch. 558-C) and rules (18-691 CMR, ch. 2) governing registered medical dispensaries as of October 2023. This list should not be construed as legal advice and program participants should consult their own counsel regarding the application of the requirements of the Maine Medical Use of Cannabis Program to their particular operations.

Individuals with questions regarding this list should reach out to their OCP Field Investigator or the Compliance Team at compliance.ocp@maine.gov.

CULTIVATION
Has the dispensary cultivated cannabis within the last 12 months?
Is the dispensary cultivation area:
Indoor
Outdoor
Indoor/outdoor
Greenhouse
What is the square footage of mature canopy cultivation?
What is the number of mature plants in the canopy cultivation?
What is the actual immature plant count?
Does the dispensary cultivate cannabis using any pesticides?
How many pesticide applicators assist with cannabis cultivation?
What is the name of individual with the pesticide application license?
Is the pesticide applicator in compliance?
Potential Violations
Applicator not licensed by Board of Pesticides
Applicator license expired
Applicator does not have valid CGR/RIC
Other
Do other employees have direct contact with pesticide treated cannabis?
Is the dispensary co-located with Adult Use?

MANUFACTURING
Does the dispensary engage in manufacturing?
Does the dispensary have local authorization?
Does the dispensary engage in extraction?
Does the dispensary engage in IHS extraction (flashpoint at or below 38 degrees C/100 F)?
What type(s) of IHS extraction does the dispensary engage? (Propane, butane, acetone, heptane, pentane, other)
Propane
Butane
Acetone
Heptane
Pentane
Other
Does the dispensary have engineer approved extraction plans (mandatory for IHS extraction)?
Does the dispensary engage in non-IHS extraction?
What type(s) of non-IHS extraction does the dispensary engage?
Water/ice
CO ₂
Ethanol
Alcohol
Diethyl ether
Dry screening/sieving
Cryogenic/subzero without solvents
Other
Does the dispensary engage in edibles manufacturing?
Does the dispensary have a food processor license through the Dept. of Agriculture?
What type(s) of product manufacturing does the dispensary engage?
Baked goods
Candies
Vape cartridges
Tinctures
Topicals
Liquids
Other
Is the dispensary in compliance with a beverage/bottling license? Is a bottle deposit required by DEP?
Potential Violations
No license
Expired license
License for a different location/address
Other
Manufactured products not in shape of human, animal or fruit
Manufactured products not an addition to trademarked food/drink

Manufactured products free of trademarked brands
--

PACKAGING AND LABELING
Product labeled for potency, cannabinoid profile, contaminants (not mandatory)?
Is the dispensary in compliance with the packaging and labeling requirements of 22 MRS § 2429-A?
Potential Violations
Not tamper evident packaging
Not child resistant packaging
Not opaque packaging at final sale
Not labeled “contains harvested cannabis”
Violation of trademark
Designed to appeal to persons under 21
False or deceptive label
Label depicts human, animal or fruit
Label obstructs identifying information
Other

RETAIL SALES
Does the dispensary operate a retail store?
Does the dispensary have local authorization for the storefront?
Does the dispensary have only one retail store?
Is the dispensary in compliance with a patient transaction log?
Is the dispensary in compliance with sales to qualified out of state patients?
Does the dispensary engage in the sale of edibles?
Is the dispensary in compliance with a retail food license?
Potential Violations
No license
Expired license
License for a different location
Other retail food license violation
Is the dispensary in compliance with edibles (trademarks)?
Are the edibles sourced from registered caregivers/dispensaries with valid food processor licenses?

SCALES
Are scales certified in accordance with 10 MRS § 2402(10)?

SECURITY
Does the dispensary have the required security fencing? (mandatory 6 feet and obscures cannabis for outdoor grow)
Does the dispensary have appropriate locks on doors and windows?
Is access to the cultivation area restricted to the registered employees?
Does the dispensary have the required alarm system, including a panic alarm?
Does the dispensary have the required interior video recording system? (14 days)

Does the dispensary have onsite parking?
Does the dispensary have sufficient exterior lighting?

TAX AND WHOLESALE COMPLIANCE
Does the dispensary have a Maine Revenue Sales Tax Certificate?
Date/time OCP verified Sales Tax # with MRS
Does the dispensary have a Maine Revenue Service Reseller Certificate?
Has the dispensary purchased wholesale?
Has the dispensary sold wholesale?

ADVERTISING AND SOCIAL MEDIA
Does the dispensary conduct any advertising or maintain a presence on social media?
Date/time that OCP reviewed social media / advertising presence?
Potential Violations
Specifically designed to appeal to persons under 21
High likelihood of reaching persons under 21
Within 1000 feet of a school (500 feet with municipal approval)
Medical and adult use cannabis in the same sign/ad
Unsolicited internet advertising, banners, mass marketing
Making health or physical benefit claims in advertising

RECORDKEEPING
Maintains records of all transfers of plants and harvested cannabis?
Maintains records for 4 years?
Does the dispensary use trip tickets?
Potential Trip Ticket Violations
No patient number
No caregiver name/caregiver number
No dispensary registration certificate holder/dispensary registration number
No date/time
Failure to use OCP mandated form
Other
Does the dispensary have the required policies and procedures in place?
Conflict of interest, job descriptions, patient education materials, personnel policies
Business records, recording transactions from/to patients, caregivers, and other dispensaries. Disposal of cannabis
Are the policies implemented and followed?

PLAN OF CORRECTION
Is a plan of correction required for the caregiver/dispensary to be in compliance with the requirements of the Maine Medical Use of Cannabis Program?