

USER GUIDE

Cannabis Licensee Handbooks

The Cannabis Licensee Handbooks (“Handbooks”) are prepared by the Liquor and Cannabis Regulation Branch (“LCRB”). The Handbooks include unofficial versions of provisions of B.C. cannabis legislation, class terms and conditions imposed by the general manager and useful information for licensees.

Described below are the conventions used in the collection and organization of handbook content.

Document Information

The handbooks are divided into Parts. Each Part is further divided into Divisions. Parts and Divisions are titled and numbered.

The information that appears at the top of each page is the number and title of the Part, the number and title of the Division, and the page number in relation to the total number of pages in that Division.

The date that appears at the bottom of each page is the date that Division was last updated.

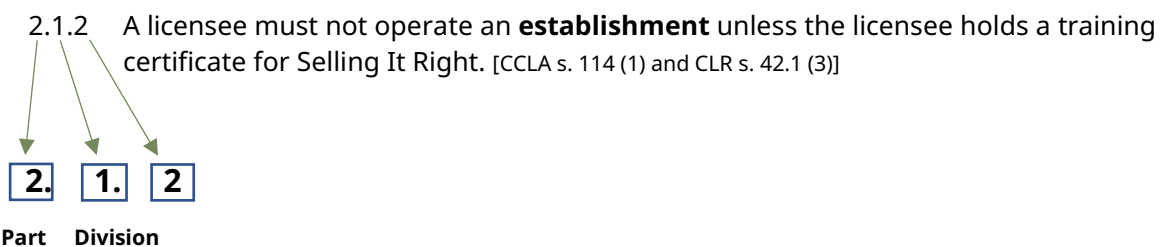
The cover page of each handbook reflect the date of the most recent Division update.

Reference Information

Each Division after Part 1 of the handbooks is divided by the following headings: “Introduction”; “Legislation”, if applicable; “Terms and Conditions”, if applicable and “Information”.

Legislative provisions and terms and conditions are numbered according to the Part and Division under which they are included. Each legislative provision or term and condition is numbered with three digits and is called a “section”.

Example



In this example, section **2.1.2** of the Producer Retail Store Licensee Handbook is the second section under Division 1 of Part 2.

“Provision” refers to a provision of legislation reproduced in a section of a handbook.

Cannabis example

2.1.4 If a licensee is not an individual, the requirement in the provision reproduced in section

2.1.2 is met if an **adult** who is satisfactory to the **GM** holds a training certificate for Selling It Right. [CCLA s. 114 (2)]

In this example, section **2.1.4** of the handbook refers to a provision of legislation that has been reproduced in section **2.1.2** of that handbook.

If a section includes a list, each new line of that list is referred to as a “paragraph”. Paragraphs are lettered.

Cannabis example

3.2.4 A person must not submit to the GM an application, or information or a record included as part of the application, that

- a) contains false or misleading information, or
- b) fails to disclose a material fact.

[CCLA s. 22 (2) (a) and (b)]

See *Schedule 2* of the CLR (item 32) for penalties related to the provision reproduced in **paragraph (a)** of this section.

In this example, section **3.2.4** contains two lettered paragraphs. The italicized reference that follows is specific to **paragraph (a)** of the legislative provision reproduced in that section.

Under the heading “**Introduction**” is a description of the legislative provisions and terms and conditions contained in that Division.

Under the heading “**Legislation**” are unofficial versions of provisions of B.C. cannabis legislation, including the *Cannabis Control and Licensing Act*, the Cannabis Control Regulation, and the Cannabis Licensing Regulation. The reference in square brackets, which follows the provision, lists the applicable sections of the applicable legislation.

Cannabis example

2.1.3 A licensee must not operate an **establishment** unless the licensee holds a training certificate for Selling It Right. [CCLA s. 114 (1) and CLR s. 42.1 (3)]

In this example, section **2.1.3** of the handbook reproduces legislation from section 114 (1) of the *Cannabis Control and Licensing Act* and from section 42.1 (3) of the Cannabis Licensing Regulation.

Also under the heading “Legislation”, appearing in italics after the reference to the applicable legislation, are requirements specified or established by the general manager and items approved by the general manager under the authority given to the general manager in the applicable legislation.

Cannabis example

4.2.5 A licensee must not open the original packaging of cannabis unless

- a) the purpose of opening the packaging is to allow patrons to smell the cannabis, or another purpose approved by the **GM**, and
- b) cannabis from the opened packaging is not sold.

[CLR s. 5 (1) (j)]

Opening the original packaging of cannabis to dispose of the cannabis and to allow patrons to touch the cannabis are purposes approved by the GM.

In this example, section **4.2.5** of the handbook reproduces legislation from section 5 (1) (j) of the Cannabis Licensing Regulation, which authorizes the general manager to approve another purpose of opening the original packaging of cannabis. The italicized text below the provision establishes the purposes approved by the general manager under that provision.

Under the heading **“Terms and Conditions”** are class terms and conditions imposed by the general manager. Under the CCLA, section 30 authorizes the general manager to impose class terms and conditions, and section 32 of that Act describes the content of terms and conditions.

Under the heading **“Information”** is useful information, including examples and recommendations, for licensees written by staff of the Liquor and Cannabis Regulation Branch. Information bullets are not numbered.

Cross-references appearing in italics after a legislative provision, term and condition or information bullet indicate where additional relevant information or related legislative provisions, including penalties related to the contravention of the legislative provision, and terms and conditions can be found.

Cannabis example

- 2.1.5 An adult must not be involved in selling cannabis in an establishment unless the adult holds a training certificate for Selling It Right. [CCLA s. 115 (1) and CLR s. 42.1 (4)]

*See **Information** for an example of employees that are required to hold a training certificate.*

In this example, additional relevant information regarding the legislation reproduced in section **2.1.5** of the handbook is found under the heading “Information” in Division 1 of Part 2.

Signposts are headings in bold type above a section or sections that describe the sections that follow. Signposts must be considered to have been added editorially for convenience of reference only. Signposts are listed in the Table of Contents.

Cannabis example

Change to structure or layout of a retail store

- 3.2.10 It is a rule of a licence that a change to the structure, including changes to the entrances or exits, or layout of the **retail store** must not take place unless the licence is amended to allow for the change. [CLR s. 10]

In this example, “Change to structure or layout of a retail store” is the signpost that describes the provision reproduced in section **3.2.10** of the Producer Retail Store Licensee Handbook.