

December 21, 2013

Industry Bulletin: 13-01

**TIME SENSITIVE INFORMATION FROM THE MARIJUANA ENFORCEMENT DIVISION
REGARDING THE MARIJUANA INVENTORY TRACKING SYSTEM (MITS)**

Dear MED Medical Marijuana Business Owner,

As you know, MITS training has been available since early November for currently operating Medical Marijuana businesses and we are swiftly approaching the December 31, 2013 deadline by which you must have an **activated and functional** MITS account in order to remain in compliance and enjoy the privilege of your MED Medical Marijuana business license (MED Rule 309 A). This means if you fail to meet this deadline you are no longer operating in compliance with State regulation, which could result in administrative action against your license.

As of the date of this letter – December 21, 2013 – you have 11 days to ensure that each of your Medical Marijuana Facilities has an active and operational MITS account **and** that all Medical Marijuana inventory at each facility has been entered into its requisite MITS account. Each licensed premises – Center, Cultivation or MIP must have an active and functional MITS account for that specific physical location.

If you have not yet participated in a Franwell MITS training seminar:

Go on-line at www.mymits.com and register for one of the few remaining sessions – please do so **immediately**. State MED Rules 309 B, 1 & 2 mandate that at least one owner from each currently operating MED Medical Marijuana Center or Infused Product Manufacturer business license must be a MITS Administrator. It is possible for one individual to serve as the MITS Administrator for multiple businesses as long as that individual is an owner of each business. All owners that serve as the MITS administrator must attend a MITS Training and those training opportunities become more limited with each passing day.

You may email the Franwell help desk at support@mymits.com or simply call [1-877-566-6506](tel:1-877-566-6506) to register for a session and request your confirmation. You will need the business license of either your Center (a 402-XXXXX number) or MIP (a 404-XXXXX number) along with your Associated Key or Associated Person Badge number. The good news is that all remaining training opportunities are webinars, so you will be able to access them from anywhere with Internet access. Remember, do not invest time contacting the MED because only Franwell can register you for a training seminar and provide the necessary information to access the training session. The Franwell MITS helpdesk may be reached during operating hours at 1-877-566-6506 or email them at support@mymits.com.

If you have participated in a MITS training:

You should have received an email at the address you provided at that training –granting you access to the system that will allow you to obtain your credential to access and activate your account. You must follow the link provided within 24-hours or your one time log-in password will expire. If you have received the credential email and 24-hours have elapsed since its

receipt, contact Franwell and request a new credential email – they can be reached at 1-877-566-6505 or via email at support@mymits.com.

If you have accessed and activated your MITS Account:

Generate accounts for **EACH** licensed facility: Center, Cultivation or MIP – each facility will need its own specific MITS account (THIS NEEDS TO OCCUR BEFORE YOU ORDER YOUR TAGS)

Order your RFID tags immediately and begin setting up your account. It is not necessary for you to wait until your tags have arrived to enter significant amounts of your setup and inventory data – remember all inventory needs to be in MITS by **December 31st**. In fact you could and should add the following data into your account *prior to your* RFID tag order arriving:

- Select a facility and add:
 - Employee access to MITS for that facility
 - Strains
 - Items
 - Rooms (OPC only)
 - Medical Marijuana Registry Numbers for those patients that have designated your Center as their Primary Center (MMC only).

- You will need to follow this process for EACH of your licensed facilities: Center, Cultivation or MIP

Once your tags arrive you should begin entering and tagging plants and fully using the functionality of MITS.

If you have any questions, you have numerous sources of help available to you. MITS administrators can consult the training guide provided to them during industry training and they can also contact Franwell's help desk at 1-877-566-6505 or via email at support@mymits.com. Licensees are strongly encouraged to utilize the resources provided to them to get the answers they need to meet these important requirements.

Thank you for your active participation in the Marijuana Inventory Tracking SOLUTION and we are looking forward to our continued partnership in providing Colorado's citizens a safe, well-regulated Marijuana industry in 2014.

Regards,

Lewis Koski
Colorado Department of Revenue
Marijuana Enforcement Division
Chief of Investigations

