

Cultivation and Processing of Cannabis – Jersey Licence Application Guidance

- Your application should be in the form of a document that addresses all the points set out in the guidance below.
- If you are applying for a licence to cultivate cannabis, your application will be shared with the UK Home Office and you will be subject to a compliance visit by Home Office officials and the Government of Jersey’s (GoJ) Chief Pharmacist.
- New/first time applications will take around 12-16 weeks to complete, dependent on arrangements for a Home Office compliance visit.
- Applications for renewal of existing licences should be submitted at least 6 weeks before expiry of the current licence.
- This guidance is relevant to applications for licences under the provisions of the Misuse of Drugs (Jersey) Law 1978 only.
- Applications should be sent to ChiefPharmacist@health.gov.je

		Required information	Additional notes
1	The legal entity making the application	<p>Name of company making application</p> <p>Address for correspondence</p> <p>Company website if there is one</p> <p>Copy of Certificate of Incorporation of a Limited Company</p> <p>Copy of business licence granted pursuant to the Control of Housing and Work (Jersey) Law 2012</p> <p>Name, address, phone number and email address of the following individuals in relation to the application – please include CVs and references</p> <ul style="list-style-type: none"> • Managing Director or person in charge of the company 	<ul style="list-style-type: none"> • Licence applications will only be considered for Jersey-registered companies • Up to date (within the last 3 years) enhanced DBS checks will be required for all those named on the application • Any changes to the individuals named in the application must be notified to GoJ immediately and could result in review/revocation of a licence • The person responsible for legal and regulatory compliance will be expected to ensure that there is full compliance with the statutory requirements of: <ul style="list-style-type: none"> ○ The Misuse of Drugs (Jersey) Law 1978 ○ The Misuse of Drugs (General Provisions) (Jersey) Order 2009 ○ The conditions on any licence that may be issued

		<ul style="list-style-type: none"> • Person responsible for the security of the premises to be licensed • Person responsible for legal compliance and regulatory affairs at the site relevant to the application • Person responsible for witnessing the destruction of controlled drugs for the site relevant to the application (this cannot be the same person that is responsible for legal and regularity compliance) <p>List of shareholders in the applicant company</p> <p>Building usage permission and confirmation of ability to occupy agricultural sites/land</p>	<p>and that there will be in place written operating procedures that should be available on request by the Chief Pharmacist</p> <ul style="list-style-type: none"> • Licences cannot be traded, transferred, or sold • You must ensure correct planning permissions are in place for usage of buildings. The approval or otherwise of any application for a licence under the provisions of the Misuse of Drugs (Jersey) Law 1978 is independent of, and without prejudice to, any decision under any other legislation or guidance • To occupy agricultural land, glasshouses and polythene tunnels you must be a registered smallholder or bona fide agriculturalist
2	<p>Details of site relevant to this application</p>	<p>Address of site</p> <p>Is the site rented, leased or owned/owner occupied?</p> <p>Provide details of the owner</p> <p>Provide information on how any impact on the surrounding area and local environment will be mitigated.</p>	<ul style="list-style-type: none"> ■ [REDACTED] ■ [REDACTED]
3	<p>Proposed operation</p>	<p>Explain why you are applying for a licence including the business reasons or purpose and what you plan to use the licence for</p> <p>State clearly what type(s) of licence you are applying for:</p> <ul style="list-style-type: none"> • Cultivation • Production • Possession • Supply <p>Provide details of your main customers – both actual and potential</p> <ul style="list-style-type: none"> • You will need to provide information on the product(s) to be supplied • Provide a full explanation, for drug control purposes, as to how the product can be legally made available to the 	<ul style="list-style-type: none"> • This should be a narrative describing the broad aims of the operation including: <ul style="list-style-type: none"> ○ description of what it is you propose to produce, and how, extraction methods if applicable, the intended target market, any contracts or letters of intent in place, with whom, countries you will seek to export to, how you will label products etc • The intact cannabis plant and also the flowers and leaves of cannabis when separated from the plant are controlled substances. If you intend to use whole plants or harvest flowers or leaves of cannabis you will need a licence to possess them

- customer. You will need to provide proof of their legitimate legal authorisation to possess the product you are supplying
- include any relevant bona fide information for potential customers
 - where this is in a foreign language, please provide a certified translation

[Redacted]

[Redacted]

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

If you intend to further process the cultivated botanical raw material in accordance with GMP standards, please include the following information where possible:

- You will need to describe the intended end use of the flower/leaves or any other part of the plant
- You will need to describe the processing method
- You will need to describe the projected output
- You will need to describe the audit trail of plants/material used – e.g. tagging of each plant
- You will need to describe the disposal method of waste material
- You will need to describe:
 - the final product, including THC content and other cannabinoid content
 - proposed market (e.g. local market or for export)
 - packaging, labelling, marketing
 - final destination

- Details of your projected output must include the likely annual yield of each product in kilograms and optionally the projected value in £

Please note that this is not an application for a licence to produce a finished cannabis-based medicinal product. In order to manufacture or produce any medicinal product, a manufacturing licence is required under the provisions of the Medicines (Jersey) Law 1995

Unless the final product has been granted a marketing authorisation as a medicine by the MHRA, any labelling or promotional material must not make any therapeutic or medicinal claims

		<ul style="list-style-type: none"> ○ quality control and quality assurance processes and methodology and its validation • MHRA approvals (and other regulatory bodies where appropriate) 	
4	<p>[REDACTED]</p> <p>[REDACTED]</p>	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <ul style="list-style-type: none"> ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] <p>[REDACTED]</p> <ul style="list-style-type: none"> ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] 	<ul style="list-style-type: none"> ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED] ■ [REDACTED]
5	Record keeping and substance traceability details	<p>If you intend to grow or handle cannabis and/or its controlled extracts, you will need to demonstrate sufficient material traceability and record keeping measures are in place:</p> <ul style="list-style-type: none"> • do you have on-site arrangements for the receipt, storage, assembly, picking, distribution, recording and destruction of controlled substances written down as a set of standard operating procedures 	<ul style="list-style-type: none"> • You will need to describe how you will comply with the necessary record keeping requirements specified in the Misuse of Drugs (Jersey) Law and subordinate legislation

		<ul style="list-style-type: none"> do you have an appropriate record keeping system in place? describe in detail your record keeping system and procedures e.g. electronic stock recording system 	
6	Import	<p>If you intend to import live plants/cuttings, tissue cultures or cannabis raw material for cultivation or processing, you must state this as you will require an import licence</p> <p>Import licences will only be issued on a consignment basis, therefore you will need to apply for an Import licence each time you wish to import any controlled product</p>	<ul style="list-style-type: none"> You will need to describe the source and supplier, and prove their entitlement to export to you You will need to describe precisely what is to be imported. This should include: <ul style="list-style-type: none"> Plant/cutting/tissue culture variety and total quantity For raw or processed cannabis plant material, a description and total mass to be imported For refined or extracted cannabis products, the total quantity and cannabinoid content. A batch specific certificate of analysis should be provided to confirm this Currently seed imports are not controlled under misuse of drugs legislation
7	Export	<p>If you intend to export live plants/cuttings/tissue cultures, or raw or processed cannabis, or any product controlled by the Misuse of Drugs (Jersey) Law 1978, you will need a licence to export such products</p> <p>Export licences will only be issued on a consignment basis, therefore you will need to apply for an export licence each time you wish to export any controlled product</p> <p>No export licence will be issued until a corresponding import licence has been issued by the competent authority in the destination jurisdiction</p>	<ul style="list-style-type: none"> You will need to provide information on the product to be exported, which should include details of the product and quantities of the controlled substances You will need to provide information on the final customer You will need to provide proof of their legitimate legal authorisation to import the product from you into their jurisdiction. Normally this will be an import licence granted by the regulator in that jurisdiction You will need to provide proof of their legitimate legal authorisation to possess the product you are exporting
8	Fees	<p>Fees are payable in relation to any application for a licence</p> <p>Do not apply until you are confident that you are inspection ready and that you have all the necessary information and operating procedures in place including enhanced DBS checks.</p> <p>Please confirm the address for invoice purposes and any purchase order number you need us to quote</p>	

		The current licence fees can be found at: https://www.jerseylaw.je/laws/unofficialconsolidated/Pages/08.680.70.aspx	
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Further useful information is available at:

[Home Office Licence Application Guidance](#)

[Home Office Guidance on Security Measures for Controlled Drugs](#)

[Home Office Guidance on Transporting Controlled Drugs](#)

[Home Office Guidelines on Standard Operating Procedures](#)