**Section 1300.480 Inventory**

a) Each infuser, prior to commencing business, shall:

1) Conduct an initial comprehensive inventory of all cannabis and cannabis-infused products at the facility. If an infuser commences business with no cannabis or cannabis-infused products on hand, the infuser shall record this fact as the initial inventory; and

2) Establish ongoing inventory controls and procedures for the conduct of inventory reviews and comprehensive inventories of cannabis and cannabis-infused products, which shall enable the infuser to detect any diversion, theft or loss in a timely manner.

b) Upon commencing business, each infuser shall conduct a weekly inventory of cannabis and cannabis-infused products stock, which shall include, at a minimum:

1) The date of the inventory;

2) A summary of the inventory findings;

3) The name, signature and title of the individuals who conducted the inventory and the agent-in-charge who oversaw the inventory; and

4) The product name and quantity of cannabis and cannabis-infused products at the facility.

c) The record of all cannabis and cannabis-infused products sold or otherwise disposed of shall show:

1) The date of sale;

2) The name of the dispensary facility to which the cannabis and cannabis-infused products were sold;

3) The batch number, product name and quantity of cannabis and cannabis-infused products sold; and

4) If applicable, the date, quantity, manner in which, and reason why any cannabis and cannabis-infused products were destroyed.

d) A complete and accurate record of all cannabis and cannabis-infused products on hand shall be prepared annually on the anniversary of the initial inventory, or other date that the infuser agent-in-charge may choose, so long as it is not more than one year following the prior year's inventory.

e) All inventories, procedures and other documents required by this Section shall be maintained on the premises and made available to the Department at all times.

f) Whenever any sample or record is removed by a person authorized to enforce this Part, that person shall tender a receipt in lieu of the sample or record. The receipt shall be kept for 5 years.