

# UKCSC Operations Manual

Valid from: 14 October

# 2014

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The UKCSC is a regulatory body that regulates the cannabis Clubs and Collectives within the UKCSC, within the UK and Commonwealth (including any and all over-seas territories, bailiwicks, principalities, islands, military camps, embassies and any other place where UK law is enforceable).

The UK Model

**UKCSC Master Document**

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**\*see separate excel sheet.**

## **WARNING – DISCLAIMER – PLEASE READ**

Cannabis consumption, possession and supply are illegal under current UK legislation. Possessing or cultivating any form of cannabis without a Home Office license, anywhere in the UK by anyone in the UK is prohibited by law.

Membership of the UKCSC or any particular CSC or Collective **DOES NOT** constitute a Home Office license. Any form of cannabis possession, supply or cultivation, undertaken by any individual citizen of the United Kingdom as part of a UKCSC registered Clubs registered Collective is still illegal under UK law.

PLEASE NOTE: Any actions you take as part of a Collective are taken under no duress as a free citizen entering into an agreement with other free citizens, neither controlled nor endorsed by the Clubs or the National body.

The UKCSC National Organisation acts solely as a regulatory body, applying standards and harm reduction safeguards to individuals who would cultivate cannabis regardless of UKCSC involvement.

PLEASE NOTE: The UKCSC does not and cannot absolve you from your rights and responsibilities under the law.

It is anticipated that by following set tagging restrictions and regulations and having clear records of all ownership and purpose of all cannabis products used or traded within individual Clubs or Collective, that any form of legal penalty would be reduced. It is also noted that where limits and regulatory levels are set, ie weights, and plant limits, these are designed to be at the very lowest level of the sentencing guidelines, attracting non-custodial sentences, even if prosecuted. However, your own independent legal advice should be taken if you are any way unsure of the laws surrounding cannabis and where your actions would place you within this, individual circumstances may effect this advice or chance of prosecution.

## Introduction:

The UKCSC and its attached and affiliated Clubs are advocates for total equality. All positions are elected and the people that run the Clubs and the National body are giving of their time freely for your benefit.

Please note that this full document consists of over 75 pages. It is meant as a full reference guide only.

It covers all the aspects of the Clubs, National Body, Affiliates, and Collectives. It has copies of the articles of association and the charters by which the clubs will be run, and covers in detail the voting and election practises of the UKCSC.

For first time readers, or those wanting to access core information solely about the formation of the first stages of a club leading to registration (the facebook to physical transition), or about registering Collectives (allowing growers to register at your Club), then the 'quick start guide' contained in the membership pack may be a better place to start. HOWEVER... all info in this document needs to be read and understood by any prospective Club admins or prospective Collective members.

Please note that Legal Support including formal representation at court is provided to all registered and compliant Clubs, Affiliates and under certain circumstances, Members, normally in relation to formal prosecution in regard to cultivation or possession.

Please also note the excel sheet "UKCSC calculations" is required to understand the sections that refer to Collectives and Free trade.

Please feel free to ask any questions to your Regional Admin, Club Admin, directly to National @ [info@ukcsc.co.uk](mailto:info@ukcsc.co.uk) or please ask for feedback on the 'Higher Admin' thread on Facebook.

From all at the UKCSC National and all your fellow Clubs and Members,

Welcome to the UKCSC!

# The Board

Employing the UK model for Cannabis Clubs since 2012

## UKCSC ORGANISATION STRUCTURE

### **National**

UKCSC National is a regulatory body that regulates the clubs and collectives within the UKCSC, within the UK and Commonwealth (including any and all over-seas territories, balliwicks, principalities, islands, military camps, embassies and any other place where English law is enforceable).

1. An elected Board that fulfils the duties to carry out and enact policies set by the General Assembly.
2. Collects anonymous data on cannabis use and production levels to observe trends in the cannabis market and culture.
3. Acts as an official association for Collectives and Clubs and affiliates that wish to remove themselves from the black market).

### **Regional**

Regional are Club Admins with functioning clubs that are active in their region and have been elected by that region as their representative at the UKCSC Board.

1. Administrators of the Clubs within the geographical regions.
2. Acts as an association of Clubs which may participate in attending/organising community events and/or activism.

### **Club**

A Club is a separate legal entity. Registered itself as a non-profit NGO. It is a group of cannabis consumers that wish to gather and meet socially. They may, or may not, at their wish, register collectives.

1. May register Collectives in their area. Acts as a body to communicate with Regional/National.
2. Collects and passes on anonymous gardening data to National.
3. Acts as an association of local Collectives, activists and the local cannabis community.

### **Collective**

A collective is a separate and legally distinct group of consenting adults that wish to avoid engaging with the black-market by the communal growing and sharing of cannabis. They agree to register with a club and be regulated by the UKCSC.

1. Registers Members under one of THREE models
  - i. *Shared* – complete share of costs and no exchange of money between members for end product.
  - ii. *Partial Participation/Caregiver* – pays partial re-imburement for production fees.
  - iii. *Gardener* – cultivates product reimbursement fee with reference to our Fair Trade Agreement. *\*\*Suitable for medical cannabis patients that are not in contact with any kind of cannabis or grower but need safe access.*
2. Plant Tags are authorised by National and acquired through the Club.
3. Plant Tag Prices = national set rate + a club registration fee.

## Members

These are both members of the UKCSC as a national organization but also as members of individual clubs. Memberships fees can be charged at the rate a Club decides, a fee of 10% to be retained by National to cover administration costs.

1. Pay membership and Joining fees to Clubs.
2. Potential to be participants in one of the approved cultivation models.

Agrees to adhere to all policies held and set by the UKCSC. Failure to uphold the values of the UKCSC or act against the Organisation's objectives will end in dismissal.

## Affiliates

A UKCSC Affiliate is any legally separate organisation or enterprise/'individual providing a service', that registers with the UKCSC, and agrees to uphold the UKCSC charter, ethos, code of conduct and online guidelines.

- It does ***not*** register tags.
- It may NOT produce cannabis directly, though members of an Affiliate may themselves also be part of a separate UKCSC collective and/or club that does.
- It may or may not have a charter, it may or may not have any formal organisation, beyond registration.
- It may, but does ***not*** have to, create cannabis related products (if an affiliate does so, it must be in closed cycle trade, from closed cycle procured produce, and traded under the fair trade agreement, and inter-club only).

Examples of affiliates would be:

- A local (or national) Cannabis Community that contains activists BUT does **NOT** want to register tags, nor register as a club with members, but that agrees with the UKCSC model.
- An oil producer that creates oil from clubs trims.
- A pressure or electoral group.
- Harm reduction groups.
- Pipe and paraphernalia maker/traders.

## **CONSTITUTION OF UKCSC BOARD**

### **1. Name**

*United Kingdom CSC*

### **2. Objectives**

*The UKCSC has following objectives:*

- 1. To enable the framework and regulation for its clubs members to grow up to 9 tagged (seed to distribution) cannabis plants per person or in a collective garden of no more than 9 female plants, located either inside, in a room, locked, and not publically accessible; or outside, on private land, with no public access, with the permission of the land owner; with the correct health and safety precautions followed.*
- 2. To enable a framework to exist to allow its club's members to subscribe to an arranged amount of cannabis product each month/cycle from one of the approved Collective models.*
- 3. To enable the framework to exist to allow registered members to possess and carry up to an XXXXXXXX of herbal cannabis with them at any time.*
- 4. To distribute UKCSC news, policy updates to the UKCSC Regions and publish results of research and information on the UKCSC website, forum and social media outlets.*
- 5. To further the harm reduction education to the wider cannabis community.*
- 6. To work with the authorities to accept these objectives for the model of regulated production in the UK.*

*Notes: The number of plants is based on the sentencing guideline limit of what is considered a personal grow. The amounts of dried cannabis are based upon the sentencing guideline limit of what is considered possession PLEASE NOTE: These are not legal or decriminalised amounts but guidelines set by the justice ministry in regards to sentencing of cannabis related crimes. Our aim is to work towards these amounts becoming used as guideline limits for any future legislation regarding legality.*

### **3. Powers**

*In furtherance of its objectives, the Organisation shall have the following powers:*

- 1. To purchase, take on lease, hire, or otherwise acquire, any property or rights which are suitable for the Organisations's activities.*
- 2. To improve, manage, develop, or otherwise deal with, all or any part of the property and rights of the Organisation.*
- 3. To sell, let, hire out, license, or otherwise dispose of, all or any part of the property and rights of the Organisation.*
- 4. To borrow money, and to give security in support of any such borrowings by the Organisation.*
- 5. To employ such staff as are considered appropriate for the proper conduct of the Organisation's activities, and to make reasonable provision for the payment of the upkeep of the Organisation.*
- 6. To engage such consultants and advisers as are considered appropriate from time to time.*

7. *To effect insurance of all kinds (which may include officers' liability insurance).*
8. *To invest any funds which are not immediately required for the Organisation's activities in such investments as may be considered appropriate (and to dispose of, and vary, such investments) so as to maintain the Organisation non-profit status.*
9. *To liaise with other voluntary sector bodies, local authorities, UK or Scottish government departments and agencies, and other bodies, all with a view to furthering the Organisation's objects and harm reduction.*
10. *To establish and/or support any other charitable body, and to make donations for any charitable purpose falling within the Organisation's objects.*
11. *To form any charitable company with similar objects to those of the Organisation, and, if considered appropriate, to transfer to any such company (without any payment being required from the company) the whole or any part of the Organisation's assets and undertaking.*
12. *To take such steps as may be deemed appropriate for the purpose of raising funds for the Organisation's activities.*
13. *To accept grants, donations and legacies of all kinds (and to accept any reasonable conditions attaching to them).*
14. *To carry on any other lawful activities which further any of the above objects.*

#### **4. Membership**

*Full membership of the UKCSC shall be open to:*

1. *Individuals of 18 years and over.*
2. *Individuals who are valid residents of the UK.*
3. *Membership of Clubs to the UKCSC shall be by made approval of the Executive Committee on the submission of a request in writing, or by submission of an application form signed by or on behalf of or the Chair of the CSC, or by written invitation of the Executive Committee and written acceptance.*
4. *The UKCSC Executive Committee shall consider each application for membership at the first committee meeting which is held after its receipt; the committee shall, within a reasonable time after the meeting, notify the applicant of its decision.*
5. *The UKCSC Executive Committee may, at its discretion, refuse to admit any CSC membership.*
6. *The UKCSC Executive Committee shall have the right, for good and sufficient reason, to terminate the membership of any individual or CSC by written notice, providing the member, or the representative of the CSC concerned, shall have the right of appeal, to be heard by the committee before a final decision is made.*
7. *The UKCSC Executive Committee shall maintain a register of CSC's, setting out associated membership number details, the date on which they were admitted to membership, and the date on which any individual ceased to be a member plus any additional data that may be required for statistical analysis and to present to any authority or governing body.*
8. *Any CSC who wishes to withdraw from membership shall send a signed notice to that effect to the UKCSC Board; the CSC shall cease to be a member on receipt of the notice.*
9. *CSC Membership under all categories shall be paid by subscription at a value determined annually by the UKCSC General Assembly at the first AGM and all national UKCSC dues paid at the same time.*

## **5. Meetings**

1. *The UKCSC Board shall convene an annual general meeting (or AGM) in each year, not more than six months after the end of the financial year. Not more than 12 months shall elapse between one AGM and the next. The first AGM shall be held not later than*
2. *The business of each AGM shall include: a report by the Chairperson or appointed Board Member on the activities of the UKCSC; consideration of the annual accounts; the election/re-election of members of the UKCSC Board, Executive Committee or appointed select committee members. Elections to take place every two years.*
3. *The UKCSC Board may convene a special general meeting at any time, if called for by the Secretary or Chairperson, or if one quarter (1/3) of the CSCs submits a request in writing. The Secretary shall arrange the meeting within 4 weeks and shall give at least five days' notice to all clubs.*
4. *At least 4 weeks' notice of the meeting and 5 clear days' notice for wording must be given of any general meeting in writing by the Secretary to each CSC.*
5. *No business shall be dealt with at any meeting unless a quorum is present; the quorum for a meeting shall be 3 Board Members including at least 2 members of the Executive Committee.*
6. *If a quorum is not present within 15 minutes after the meeting start time, or if, during a meeting, a quorum ceases to be present, the meeting shall be adjourned to a time and place as may be fixed by the Chairperson.*
7. *If the Chairperson is not present within 15 minutes after the meeting start time, the members of the meeting shall elect someone from among themselves to act as Chairperson of that meeting.*
8. *All questions arising at any meeting shall be decided by a simple majority of the votes cast. Every member shall have one vote, which (whether on a show of hands or on a secret ballot) must be given personally.*
9. *If there are an equal number of votes for, and against, any resolution, the Chairperson shall be entitled to a casting vote.*
10. *If a secret ballot is demanded, it shall be taken at the meeting and shall be conducted in such a manner as the Chairperson may direct; the result of the ballot shall be declared at the same meeting.*
11. *A member of the meeting will be appointed to take minutes of all proceedings at all meetings if the secretary is absent; a minute shall include the names of those present, and (if possible) shall be signed by the Chairperson of the meeting.*

## **6. UKCSC Executive Committee**

1. *The minimum number of members of the UKCSC executive committee shall be no less than 3.*
2. *The UKCSC Board may at any time appoint any Board Member to be a member of the Executive Committee.*
3. *The members shall elect at AGM from among themselves a Chairperson, a Treasurer and a Secretary, and the executive shall appoint other such office bearers as they consider appropriate.*
4. *A member of the UKCSC Executive Committee must declare a personal interest in any transaction or other arrangement which the association is proposing to enter into; he or she will be barred from voting on the matter in question.*

5. *Members of the UKCSC Board, if agreed, may be paid all travelling and other expenses reasonably incurred by them in connection with their attendance at meetings, or in connection with the carrying-out of their duties. If agreed by the members they may also receive a financial remuneration.*
6. *Any member of the UKCSC executive committee may call a committee meeting or request the Secretary to do so.*
7. *The UKCSC Executive committee may, at its discretion, allow any person who they reasonably consider appropriate, to attend and speak at any committee meeting; any such person shall not be entitled to vote.*
8. *The UKCSC executive committee may delegate any of their powers to any sub-committee consisting of one or more committee members and any other members as it may determine; they may also delegate to the Chairperson of the Club (or the holder of any other post) such of their powers as they may consider appropriate.*
9. *The rules of procedure for any sub-committee shall be as prescribed by the UKCSC executive committee.*
10. *The UKCSC Board reserves the right to define and review the competencies of the CSC Admin positions.*

## **7. Accounts**

1. *A bank account shall be opened and operated in the name of the UKCSC. The UKCSC executive committee shall authorise in writing three of their members, one of whom shall be the Treasurer, to sign cheques on behalf of the Organisation. All financial transactions must be authorised and signed off by not less than two of the authorised signatories.*
2. *The UKCSC Board shall ensure that proper accounting records are kept and maintained in accordance with all applicable statutory requirements.*
3. *The UKCSC executive committee shall prepare annual accounts and file with any relevant governing body, complying with all relevant statutory requirements. Where external scrutiny is required under any statutory provisions (or if they otherwise think fit), the UKCSC Board shall ensure that external scrutiny of such accounts is carried out by a suitably qualified person or organisation.*
4. *A statement of the suitably prepared (and, where applicable, externally scrutinised) accounts for the last financial year will be submitted by the UKCSC Executive Committee to the UKCSC members at the AGM.*

## **8. Property**

*The title to all property which may be acquired by or on behalf of the UKCSC shall be held either in the names of the Chairperson, Treasurer and Secretary or in the names of Trustees of a Trust, or in name of a nominee company, established for that purpose. Any person or body in whose name UKCSC property is held shall act in accordance with the directions issued from time to time by the UKCSC Board.*

## **9. Dissolution**

1. *If the UKCSC Board determines that it is necessary or appropriate that the UKCSC Board be dissolved, it shall convene a meeting of all the Board members; not less than 30 days' notice of the meeting (stating the terms of the proposed resolution) shall be given.*

2. *If a proposal by the UKCSC Board to dissolve the UKCSC is confirmed by a two-thirds majority of those present and voting, the Board shall have power to dispose of any assets held by or on behalf of the UKCSC. Any assets remaining after satisfaction of the debts and liabilities of the organisation shall be transferred to NORML-UK, to be decided by the Board members of the UKCSC on, at or prior to the time of dissolution.*
3. *None of the UKCSC assets may be distributed or otherwise applied (on being wound up or at any other time) except to further its charitable purposes”.*

**10. Alterations to the Constitution**

*a) The constitution may be altered by a resolution passed by not less than two-thirds of those present and voting at a general meeting, providing due notice of the meeting, and of the resolution, is given in accordance with policy.*

*b) No amendment to any clauses of the constitution may be made if the effect would be that the organisation would cease to be effective in its main aims and objectives or cease to be a non-profit.*

**11. Declaration**

*This constitution was approved and adopted by the **UNITED KINGDOM CANNABIS SOCIAL CLUBS** meeting held on xx/xx/2014.*

*The initial members of the management committee are:*

*Designation: Chairperson Signature*

*Name*

*Address*

*Designation: Secretary Signature*

*Name*

*Address*

*Designation: Treasurer Signature*

*Name*

*Address*

**UKCSC BOARD STATUTES**

**UKCSC National Body Statutes**

**Date:**

*Elected Board Officials:*

1. *Chair* -
2. *Secretary* -
3. *Treasurer* -
4. *Public Relations* -
5. *Admin Manager* -
6. *Political Liaison* -
  
7. *NW Regional* -
8. *NE Regional* -
9. *Wales Regional* -
10. *Scotland Regional* -
11. *N. Ireland Regional* -
12. *Midlands Regional* -
13. *London Regional* -
14. *SE Regional* -
15. *SW Regional* -

*herewith agree to establish a non-profit regulatory framework for the management of the UKCSC's, with the following statutes:*

**Title I. Names (3 x board directors), seats, and duration - 2 year appointments**

- 1.
- 2.
- 3.

**Article 1**

1. *The Organisation has the name: "UNITED KINGDOM CANNABIS SOCIAL CLUBS".*
2. *Here it is referred to as "the National Body" or "UKCSC".*

**Article 2**

1. *The seat of the UKCSC National Body is located in*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_.

2. *The Organisation is submitted to the Legal control of the UK*

3. It is recognised that the reason for this regulatory body's formation is that under the premise that -

*The number of CSC's has surged as a response;*

1. *To the legal insecurity of purchase/supply, possession and cultivation of cannabis and to remove involvement in antisocial activities.*
2. *To the criminal black market – to divert funds away from organised crime that are used for serious criminal activity such as firearms trafficking and people trafficking.*
3. *To divert consumers and trade away from low quality/incorrectly grown and potentially harmful, sometimes purposefully contaminated cannabis produced by gangs.*
4. *To the lack of standards and medicinal quality of available cannabis; and access/information to particular strains or testing/analysis for patients that need it as a matter of necessity.*
5. *From the increased awareness of the successful cannabis research (not only but including and in particular GW Pharmaceuticals) which provides evidence that cannabis has medicinal benefits in the application of many illnesses and diseases that do not respond well or have failed to respond to pharmaceutical treatments;*

*These and other problems faced by cannabis consumers in the United Kingdom have led to recognition that in a lack of governmental responses, a regulated nonprofit model must be established to avoid the above problems. This regulatory body is part of a framework of national cannabis clubs regulated by the UKCSC.*

### **Article 3: Objectives**

*The UKCSC has following objectives:*

1. *To enable the framework for its clubs members to grow up to 9 tagged (seed to distribution) cannabis plants per person or in a collective garden of no more than 9 female plants, located either inside, in a room, locked, and not publically accessible; or outside, on private land, with no public access, with the permission of the land owner; with the correct health and safety precautions followed.*
2. *To enable a framework to exist to allow its club's members to subscribe to an arranged amount of cannabis product each month/cycle from one of the approved Collective models.*
3. *To enable the framework to exist to allow registered members to possess and carry up to an XXXXXXXX of herbal cannabis with them at any time.*
4. *To distribute UKCSC news, policy updates to the UKCSC Regions and publish results of research and information on the UKCSC website, forum and social media outlets.*
5. *To further the harm reduction education to the wider cannabis community.*
6. *To work with the authorities to accept these objectives for the model of regulated production in the UK.*

**Notes: The number of plants is based on the sentencing guideline limit of what is considered a personal grow. The amounts of dried cannabis are based upon the sentencing guideline limit of what is considered possession PLEASE NOTE: These are not legal or decriminalised amounts but guidelines set by the justice ministry in regards to sentencing of cannabis related crimes. Our aim is to work towards these amounts becoming used as guideline limits for any future legislation regarding legality.**

**Article 4: Establish, Agenda**

*Once the UKCSC Board has been established for an indefinite period; it can be dissolved at any time by the executive resignation, and no one willing to stand; or the majority vote (75%) of member at the AGM.*

*The calendar of the Board coincides with the civil calendar, with the exception of the year in which the Organisation was established, when the calendar of the Organisation finishes on December 31. The financial year of the association runs between 1 January and 31 December.*

**Title II.**

**Membership, admission and cancellation**

**Article 5: The Board Make Up**

*The Board has*

- 1. Board members, (must be club fee paying members) - role holding (1-6)*
- 2. Executive Board members. - made up of any three members of board, designated as 'directors', in the absence of any other members this shall be the Chair, the Secretary and the Treasurer, to carry out the day to day tasks and running of the Organisation's objectives.*
- 3. Associated Board members - Regional Admins, Elected Committee Leaders*

*In these statutes the term Board member means all Board members, except when the opposite is indicated. The membership of Board is via election every two years at the AGM or via regional elections, or via appointment as needed. The number of Board members is not limited, but cannot be less than three.*

**Article 6: Effective, Honorary Members**

*Effective Members of the Board must be Club or Honorary members over the age of majority ie the age of 18 or above, must have right of residency or individual refugee status in the UK; Must support the UKCSC's objectives and agree to jointly vote on the UKCSC's decisions and statutes. They must be accepted by permission of the UKCSC Board or through the UKCSC Election process. They must attend a minimum of 75% of all scheduled meetings. Failure to give prior notice for absence to three consecutive meetings can lead to dismissal by a proposed motion and a show of votes of at least 5 members of the Board.*

**Article 7: Entities**

*Clubs (CSC) are entities admitted into the UKCSC club system by the UKCSC National Board.*

*Members are natural or legal persons who are admitted to a club by the Club and are made members of the UKCSC.*

*All UKCSC Members are invited to the UKCSC General Assembly; they each carry a vote and can also be members of the UKCSC or Club Executive Committees.*

**Article 8: Cessation**

*Cessation of Board and Club membership*

*Membership to the executive finishes:*

1. *when the UKCSC ceases to exist;*
2. *with the decision by the Executive, by means of a 75% majority vote of all board members and subsequent written notice by the executive that their role on the UKCSC board is terminated, the secretariat must be informed at least three weeks after the notice if they wish to appeal the proposed cessation of Board membership.*
3. *with suspension of the club by the UKCSC National Executive Committee. The Executive Committee can suspend a Club immediately when any Club, after having been asked informally, formally and warned; does not fulfil its financial duties or when it acts against the Statutes, the Code of Conduct or the decisions of the UKCSC or causes unreasonable damage to the Organisation. The decision is taken by the Executive Committee and communicated immediately to the Club, mentioning the reasons. The affected party/ies/Club can appeal to the Executive committee, but during the period of the appeal, Club membership is suspended, and the Club cannot exert its rights of membership. The suspension can be annulled or confirmed by the UKCSC National Board. The UKSCS Board withholds the right to suspend any Chair or Club Executive instead of enacting full club suspension, with a new Executive voted on by the club.*
4. *The suspension and expulsion of clubs occurs in agreement with Article 12 of this statute. This does not liberate the club of their duty to pay their members contributions for the effective year should this not be carried out at renewal.*

### **Title III: Executive Committee**

#### **Article 9: Formation**

*The Board Executive Committee consists of at least 3 people. The members of the Executive Committee are elected for a period of two years among the members of the association at the Annual General Assembly. The Executive Committee assigns, among its members, Chairperson and a Treasurer and Secretary.*

*The UKCSC National Board can suspend or dismiss any member of a Club Executive Committee, by vote, should the club or executive be found in breach of conduct or regulation. The UKCSC National Board can suspend or dismiss any member of the UKCSC Executive Committee, by vote, should the executive be found in breach of conduct or regulation. This decision is taken by a 75% majority vote of the UKSCS Board. The members of the Executive Committee can resign at any time, with a written communication. The members of the Executive Committees roles expire automatically every two years, but they are immediately eligible to reapply. The Executive Committee can remove any individual Club members Club membership at any point by means of a 75% majority vote. A process of appeal must exist and until such time as such process is concluded, said membership will be suspended.*

#### **Article 10: Management**

*The Executive Committee must manage the UKCSC Organisation. All the members of the Executive Committee can represent the UKCSC publicly but must abide by the UKCSC National guidelines and the Media and communications officer must be consulted before any and all law enforcement and public relation matters. For legal issues, the association is bound through the signature of any two of the three serving directors of the Executive Committee or by someone appointed by him/her/them. Between the meetings of the annual General Assembly the*

*Executive Committee executes the decisions of the General Assembly and will be responsible to the UKCSC directorship and General Assembly. The Executive Committee will meet at least three times a year, besides from the Annual General Assembly, and will have a meeting within 3 months after each General Assembly. The Executive Committee is responsible for:*

- 1. preparing and implementing the policies adopted by the UKCSC General Assembly;*
- 2. preparing for the General Assembly a yearly progress report on the Organisation's activities;*
- 3. informing the UKCSC Regional admins of its activities and updates to pass to clubs;*
- 4. supervising the operational activities of the clubs;*
- 5. issuing plant id tags to clubs and registering memberships,*
- 6. promoting the co-operation between various clubs and members who are active in the UKCSC;*

*The Chairperson of the Executive Committee will be responsible for the direct supervision of the Executive Committee.*

#### **Title IV:           The General Assembly**

##### **Article 11: Process**

- 1. The Executive Committee invites members to the General Assembly, by means of a letter or electronic message to each member, with an anticipation of at least 30 days, at least once a year. The agenda is included in the communication.*
- 2. The Executive Committee must summon to an Assembly in a term of 4 weeks if it receives a written request order to do so from at least one third (1/3) of the total number of member clubs. The request includes the subjects to discuss. If the Executive Committee does not respond to such request within 14 days after its receipt, the same applicants will be allowed to call upon the UKCSC's to arrange for a General Assembly in the way mentioned in this article. Half plus one of the present or represented Club Executives constitutes a quorum.*
- 3. The Chairperson of the Executive Committee presides over the General Assembly. In his/her absence or appointment another member of the Executive Committee takes his/her place.*
- 4. The Secretary or another person indicated by the Chairperson, takes notes.*
- 5. Each UKCSC member has one single vote in the General Assembly. Each member can be represented by another member, by means of a written letter. The voting on issues takes place orally, whereas the voting on people takes place in writing. When voting on people, the person who has received an absolute majority of votes is elected. When nobody has obtained that majority, a second vote will be carried out between the 2 candidates who have received the largest amount of votes. Unless the statutes indicate another way, the General Assembly decides with a majority. In the cases anticipated by Article 12, nos. 1, 3 and 8, a majority of two thirds of the valid votes is required. When the votes equal, the proposal is considered rejected. Blank votes are invalid.*
- 6. When during the Assembly the Chairperson will judge that a decision has been taken, this judgment will be definitive.*

### **Article 12: Decisions**

*The UKCSC General Assembly is sovereign and decides particularly on:*

1. *amendments to the Statutes;*
2. *admission of members of the Executive Committee;*
3. *dismissal of members of the Executive Committee;*
4. *the establishment of the UKCSC membership donation level;*
5. *approval of the annual report of the association presented by the Executive Committee, to present to the UKCSC Membership;*
6. *approval of the work plan and the budget of the regulatory body;*
7. *approval and modification of the mandate of the Secretariat; and*
8. *the dissolution of the executive.*
9. *approval of the financial gesture of the Executive Committee members (if any).*
10. *all other cases required by the statutes.*

*The exact text of a proposal to modify the statutes must be communicated, at least 5 days before the General Assembly or meeting, by means of a letter or electronic message to all members.*

### **Article 13: Rule Making**

*The General Assembly can establish rules with respect to:*

1. *UKCSC club and individual memberships.*
2. *the competencies of the Executive Committee.*
3. *the voting procedures at national level.*
4. *the administration of the clubs*
5. *all other subjects in need of regulation and not covered by the UKCSC code of conduct or non-profit closed cycle models.*
6. *the structure of authorised non-profit closed cycle models.*
7. *The modification of the rules can take place by decision of the General Assembly at the request of the Executive Committee or of 1/3 of the members. The rules cannot contain provisions that are opposite to these statutes or the UKCSC code of conduct.*
8. *Requirements and obligations of collectives*
9. *Acceptance and dismissal of affiliate status.*

### **Title V: The Secretariat**

#### **Article 14: Duties**

*The Secretariat of the Board will be responsible for:*

1. *implementing the detailed work plan approved by the Executive Committee;*
2. *the day to day administration, including fund raising, co-ordinating the Board's activities and preparing the meetings of the Executive Committee and the UKCSC General Assembly;*
3. *submission of an annual financial report to the Executive Committee;*
4. *preparation and presentation of the annual report of the association to the AGM and UKCSC membership.*
5. *Any public statements issued by the secretariat in the name of the Organisation will be approved by the Chairperson of the Executive Committee or another member of the Executive Committee assigned by him/her/them, and in keeping with current publicity and media guidelines.*

**Title VI: Financial Resources**

**Article 15: Duties**

*The financial resources of the regulatory body are generated through inheritances, donations, regulated loans, contributions of members via clubs, and other concessions. It is not the objective of the national body to make profits. The UKCSC National Body must register as a non-profit organisation.*

**Article 16: Treasurer**

*The Board must have a Treasurer to keep record of the financial accounts and records of the UKCSC National Body; and fulfil all the required legal administrative processes necessary for running a non-profit organisation. The Treasurer must provide a detailed report of the finances of the Organisation at the end of every financial year.*

**Title VII: Dissolution of Establishment**

**Article 17: Dissolve**

*The UKCSC dissolves when the General Assembly decides this with at least a majority of two thirds of the valid votes. The General Assembly decides on the destiny of a financial surplus in agreement with the objectives of the association and cannabis community.*

*If, after the decision to dissolve has been taken, no destiny to place the surplus of the association has been designated, the Executive Committee will deposit them with Norml UK for distribution. After the dissolution, the UKCSC continues existing as long as necessary to deposit its financial assets. During this period, the provisions of the statutes continue to be valid. In the documents that originate of the Organisation, the term "in liquidation" will be added to its name. The decisions, the name and address of the designator will be published on the UKCSC website and forum and be sent out as a press release.*

## Duties and roles of the Executives

### **Roles of the Executive at National :**

#### **Chair**

- To oversee the running of the organisations daily tasks and affairs.
- To preside over the AGM and Board meetings.
- To sign off the annual accounts.

#### **Secretary**

- To facilitate Board meetings.
- Keep register of Board communications.
- To keep register of CSCs. To sign end of year accounts.

#### **Treasurer**

- To manage bank account.
- To prepare end of year accounts.

### **Roles of the Executive at the CSC**

#### **Chair**

- To oversee the running of the CSC's daily tasks and affairs.
- To preside over the CSC's AGM and Club meetings.
- To sign off the CSC annual accounts.

#### **Secretary**

- To facilitate Club meetings.
- Keep register of Club communications.
- To keep register of Members.
- To sign end of year accounts.

#### **Treasurer**

- To manage bank account.
- To prepare end of year accounts.

## UK CODE OF CONDUCT

### **A. General Conduct**

1. No police involvement until National has registered with PCC
2. No selling of unauthorised, non-licensed/unregistered product. Product traded or sold must be produced and registered with UKCSC via a UKCSC non-profit cultivation approved model.
3. No buying or selling of any other substance. This is considered gross misconduct.
4. All Collectives attached to a Club, must grow as a closed cycle, tagged approved cultivation model to which best suits their arrangement.
5. No press contact regarding or on behalf of the UKCSC organisation UNLESS first approved by National and following the current UKCSC policies and public message document.
6. The social media rules are to be adhered to and breaches will be dealt with via the official grievance procedure.
7. To follow the grievance procedure if a dispute occurs.
8. Any member found to in breach of any rule, agrees to forfeit their membership.

### **B. Clubs & Collectives**

1. No sharing of membership details of any Collective or Club member to another member or Collective or Club.
2. If necessary a nominal fee can be added to the cost of membership ie to cover rent costs, wages costs but can NOT make profit from cannabis.
3. Clubs can charge a member fee, this may be monthly if a club has a dedicated venue.

### **C. Collectives**

1. No untagged cannabis production.
2. Model must be all inclusive, transparent and closed cycle.
3. No rates charged over the agreed min/max values for UK non-profit cultivation.
4. Plant limits should not exceed; 9 licensed plants per individual; Nor 9 in any one location.
5. Must provide the official weights of dried usable bud and trim to the Club.
6. Keep record of dried weight of flowers and usable trim AND keep record how used.

### **D. Member**

1. Provisionally no more than one Collective can be joined due to administrative limitations and security.
2. Failure to pay membership or agreed fees results in grievance process.
3. Must not disclose details of Collective or Members to other parties.

### **E. Grievance**

Any Collective disputes should follow these steps;

1. Is any action outside of the allowed process in Code of Conduct or agreed models?
2. Are the items in dispute all licensed?
3. Have the club rules and processes been followed.

Clubs will decide any disputes within a Collective registered with it;

1. If any Collective member disputes the ruling they can appeal to Regional who follows same rules.
2. If still unresolved appeal can be made to National BUT National only review if this process has been followed.

Board will resolve Club/Regional/Affiliate level disputes; the Executive Committee will resolve disputes within the Board.

## **UKCSC Social Media Policy**

### **1. Policy statement**

1. This policy is intended to help UKCSC web Admins (Club or otherwise) make appropriate decisions about the use of social media such as blogs, wikis, social networking websites, podcasts, forums, message boards, or comments on web-articles, such as Twitter, Facebook, Reddit, Instagram or any other online social media site or aggregate.
2. This policy outlines the standards the UKCSC require Admins to observe when using social media, the circumstances in which we will monitor your use of social media and the action we will take in respect of breaches of this policy.
3. This policy supplements our UKCSC Governing Policy
4. This policy does not form part of any contract of employment and it may be amended at any time.

### **2. Who is covered by the policy**

1. This policy covers all individuals working at all levels and grades, including senior managers, officers, directors, employees, consultants, contractors, trainees, homeworkers, part-time and fixed-term employees, casual and agency staff and volunteers (collectively referred to as Admin(s) in this policy).

### **3. The scope of the policy**

1. All Admins are expected to comply with this policy at all times to respect and protect the privacy, confidentiality, and interests of the UKCSC and our services, volunteers, partners, members.
2. Breach of this policy may be dealt with under the UKCSC National or Club Disciplinary Procedure and, in serious cases, may be treated as gross misconduct leading to summary dismissal from role and/or termination of membership.

### **4. Responsibility for implementation of the policy**

1. The UKCSC Social Media Manager has overall responsibility for the effective operation of this policy.
2. The UKCSC Social Media Manager is responsible for monitoring and reviewing the operation of this policy and making recommendations for changes to minimise risks to our operations, to be agreed by the Board.
3. All Admins are responsible for their own compliance with this policy and for ensuring that it is consistently applied. All Admins and staff should ensure that they take the time to read and understand it. Any breach of this policy should be reported to UKCSC Social Media Manager or any Club or UKCSC National Board member.
4. Questions regarding the content or application of this policy should be directed to UKCSC Social Media Manager.
5. Individual official UKCSC Club Managers should appoint a Social Media Manager for their individual UKCSC which takes responsibility for monitoring the activity of social media sites under their Clubs name and to make sure they are in compliance with this policy.

**5. Using social media sites in our name**

1. Only Admins/Content Creators approved by the Club Social Media Managers/UKCSC Social Media manager are permitted to post material on a social media website in the UKCSC name and on our behalf. Any breach of this restriction will amount to gross misconduct.

**6. UKCSC requirements**

1. The UKCSC has strict requirements regarding the promotion of Cannabis products and Club services, including on social media.
2. The UKCSC rules and Code of Conduct apply to all communications made by you in your capacity as a UKCSC admin, or employee, or which in any way relate to UKCSC services and/or products.
3. All communications we make using social media which promote our Clubs or advertise membership can only be made by UKCSC Admins and these must have been through the UKCSC formal approval process and have been issued a media pack.
4. A UKCSC Admin must not make any communication using social media which promotes unrestricted Cannabis supply, or any provision of cannabis products outside of the approved UKCSC collective models.

This means that broadly:

- a. Although sharing or publishing news articles regarding any topic (including, for example US cannabis shops/products, Dutch Coffee shop menus etc) is acceptable (as long as it is in line with this policy, the UKCSC mission and the UKSCS Code of Conduct) but you must not recommend, advise, discuss, promote or mention any specific cannabis products in regards to their availability in the UK beyond those available via the approved UKCSC collective models or those available legally ie Sativex, Bedrocan etc;
- b. You may invite people to join a club or collective but you must not invite or encourage any member or potential member to contact any individual or Club solely in order to obtain any cannabis product, including those cannabis products produced within the approved UKCSC collective models.

**7. Any breach of these restrictions can amount to gross misconduct.**

1. If you are in any doubt as to what you can and cannot say using social media, then please contact the UKSCS Social Media Manager BEFORE posting.

**8. Using social media**

1. We recognise the importance of the internet in shaping public thinking about our Organisation and our services, volunteers, and members. We also recognise the importance of our members and admins joining in and helping shape industry conversation and direction through interaction in social media.
2. Admins are therefore permitted to interact on social media websites, as their Club, or personally, about industry developments and regulatory issues,
3. With NO Restrictions on sites allowed,
4. As long as you do not actively bring into disrepute the values of, or the Organisation's name and reputation,
5. Unless the topic is on the 'Restricted List'.
6. Before using work-related social media you must:
7. have read and understood this policy and the UKCSC Data Protection policy;

**9. Personal use of social media sites by Admins**

1. We permit the use of social media websites for personal use subject to certain conditions set out below.
2. The following conditions must be met for personal use by Admins:
  - a. Use must not be to attack other members or visitors or commenters of our content/pages.
  - b. Use must not breach any of the rules set out in Section 10, below.
  - c. use must not interfere with the objectives of the UKCSC;
  - d. use must comply with all of the UKCSC Code of Conduct

**10. Rules for use of social media**

Whenever you are permitted to use social media in accordance with this policy, you must adhere to the following general rules:

1. Always write in the first person, at the end of club or 'page' posts identify who you are and what your role is, and use the sign off "- John Cotton" or "-JC" so it is known who made the 'post'.
2. Do not upload, post, forward or post a link to any **abusive, obscene, discriminatory, harassing, derogatory** or **defamatory** content. THINK & CHECK TWICE BEFORE YOU SHARE. CHECK PICTURE DISCRIPTIONS FOR MESSAGES THAT ARE NOT APPROPRIATE. Failure to comply will result in a Social Media ban or removal of membership for repeat offenders.
3. Any member or Admin who feels that they have been harassed or bullied, or are offended by material posted or uploaded by a member or Admin, onto a social media website, should inform their Club Social Media Manager and/or the UKCSC Social media manager, or any National Board member.
4. Never disclose classified, unpublished, sensitive, competitive, private or confidential information. If you are unsure whether the information you wish to share falls within one of these categories, you should discuss this with your Club Social Media Manager and/or the UKCSC Social media manager, or if they are uncertain any National Board member (first instance, Regional Admin, National etc).
5. Do not upload, post or forward any content belonging to a third party unless you have that third party's consent. If consent is withdrawn, note the date of the request and remove the item in question, also noting the date.
6. Do not upload, post or forward advertising content promoting a third party without authorisation from a UKCSC Regional Admin or the UKCSC Social media manager who must have approval from the Board.
7. It is acceptable to quote a small excerpt from an article, particularly for the purposes of commenting on it or criticising it. However, if you think an excerpt is too big, it probably is. Quote accurately, include references and when in doubt, link, don't copy and pass off as original content. Use quotation marks where you use a quote.
8. Before you include a link to a third party website, check that any terms and conditions of that website permit you to link to it. All links must be done so that it is clear to the user that they have moved to the third party's website.
9. When making use of any social media platform, you must read and comply with its terms of use.

10. Do not post, upload, forward or post a link to chain mail, junk mail, cartoons, jokes, gossip or abusive material that is not in keeping with our message and objectives; and that could damage the public image of the UKCSC.
11. Be honest and open, but be mindful of the impact your contribution might make to people's perceptions of us as an organisation. If you make a mistake in a contribution, be *prompt* in admitting and correcting it.
12. Admins are personally responsible for content they publish into social media tools – be aware that what you publish will be public for many years and you may be held legally liable for your comments/actions.
13. Don't escalate heated discussions, try to be conciliatory, respectful and quote facts to lower the temperature and correct misrepresentations. Never contribute to a discussion if you are angry or upset, or uninformed about the thread or subject is it in reference to; return to it later when you can contribute in a calm and rational manner; or ask someone else to take over. Always consider your postings and never be reactionary.
14. If you feel even slightly uneasy about something you are about to publish, then you shouldn't do it. If in doubt, always discuss it with your Club Social Media Manager, UKCSC Social media Manager or a UKCSC Board member first.
15. Don't discuss members, colleagues, competitors, customers or contributors without their prior approval.
16. Always consider others' privacy and avoid discussing topics that may be inflammatory e.g. politics and religion that are not related to our objectives. Any hate speech or abusive posts towards visitor's personal views should be removed and warned about their conduct on the page. Failure to comply will result in a Social Media ban or removal of membership for repeat offenders.
17. Do not publish yours, members, colleagues sensitive and private UKCSC or Collective information including contact details online where they can be accessed and used widely by people you did not intend to see them, and never publish anyone else's contact details in or out of the Organisation.
18. Before your first contribution on any social media site, observe the activity on the site for a while before launching in yourself to get a feel for the style of contributions, the nature of the content and any 'unwritten' rules that other contributors might follow.
19. Activity on related social media websites during personal time should complement and/or support your role.
20. If you notice any content posted on social media about us (whether complementary or critical) please report it to your Club Social Media Manager, UKCSC Social media Manager or a UKCSC Board member.
21. Pages should develop a social media strategy or adopt the template created by UKCSC Social Media Manager.

#### **11. Monitoring use of social media websites**

1. Admins should be aware that any use of social media websites (whether or not accessed for work purposes) may be monitored and, where breaches of this policy are found, action may be taken under our Grievance Procedure.
2. Monitoring is only carried out to the extent permitted or as required by law and as necessary and justifiable for business purposes.

3. Misuse of social media websites can, in certain circumstances, constitute a criminal offence or otherwise give rise to legal liability against you and us. It may also cause embarrassment to us and to our members.
4. In particular uploading, posting forwarding or posting a link to any of the following types of material on a social media website, whether in a professional or personal capacity, will amount to gross misconduct (this list is not exhaustive):
  - a. pornographic material (that is, writing, pictures, films and video clips of a sexually explicit or arousing nature);
  - b. a false and defamatory statement about any person or organisation;
  - c. material which is offensive, obscene, criminally discriminatory, derogatory or may cause embarrassment to us, our clients or our staff;
  - d. confidential information about us or any of our staff or clients (which you do not have express authority to disseminate);
  - e. any other statement which is likely to create any liability, whether criminal (excepting cannabis related issues) or civil, and whether for you or us; or
  - f. Material in breach of copyright or other intellectual property rights, or which invades the privacy of any person.

Any such action will be addressed under the Grievance Procedure and is likely to result in summary dismissal or withdrawal of membership.
5. Where evidence of misuse is found we may undertake a more detailed investigation in accordance with our Grievance Procedure involving the examination and disclosure of monitoring records to those nominated to undertake the investigation and any witnesses, members, or Club managers involved in the investigation. If necessary such information may be handed to the police in connection with a criminal investigation.
6. If you notice any use of social media by another member of the UKCSC Admin in breach of this policy please report it to UKCSC officials outlined in this policy.

## **12. Monitoring and review of this policy**

1. The Board shall be responsible for reviewing this policy every year to ensure that it meets legal requirements and reflects best practice; and keeps up with social media trends.

## **COMPLAINTS PROCESS**

- \* This process lays out the route of complaints, the format of the complaint and who the complaint should be directed too.
- \* All complaints should be written in accordance with the code of conduct, constitution and/or statutes of club and organisation membership or position.
- \* All complaints must be heard, in good time, by the body responsible for the answering of the query.
- \* All processes have a right of appeal, as outlined in the statutes.
- \* All appeals must be made within 28 days of the conclusion of any case of complaint.
- \* Every member is entitled to respect throughout this process in line with our code of conduct.

### **Member complaints:**

About a fellow member: These should be made to the Club executive or Club social media officer for the individual club. Evidence will be expected to be provided. The club will decide on a course of action for the member/s involved, liaising with Regional/National when needed for advice and guidance. If required this can be appealed/referred to Regional if thought to be sensitive or potentially serious.

About a Club or club admin: These should be made to the Regional Officer in that clubs catchment area. The Region admin will, liaising with National for advice and guidance, decide on a course of action for the Club or Admin. If required this can be appealed/referred to National if thought to be sensitive or potentially serious.

About the UKCSC organisation: These should be raised with a member of the National UKCSC Board or UKCSC social media officer, and must be mentioned by them at the next available Board meeting at the very latest. The Board will decide on a course of action for the club/member/s involved, liaising with other bodies where required, when needed for advice and guidance. If required this can be appealed/referred to the Executive if thought to be sensitive or potentially serious. Any complaints about board conduct should be raised at either the annual AGM or any specially convened GM by way of the process mentioned in the statutes and constitution.

### **Club complaints:**

About another clubs members: These should be made to the Club executive or Club social media officer for the individual club. Evidence will be expected to be provided. The club will decide on a course of action for the member/s involved, liaising with Regional/National when needed for advice and guidance. If required this can be appealed/referred to Regional if thought to be sensitive or potentially serious.

About a club or club admin: These should be made to the Regional Officer in that clubs catchment area. The Region admin will, liaising with National for advice and guidance, decide on

a course of action for the Club or Admin. If required this can be appealed/referred to National if thought to be sensitive or potentially serious

About the UKCSC organisation or a Regional Admin: These should be raised with a member of the National UKCSC Board or UKCSC social media officer, and must be mentioned by them at the next available Board meeting at the very latest. The Board will decide on a course of action for the club/member/s involved, liaising with other bodies where required, when needed for advice and guidance. If required this can be appealed/referred to the Executive if thought to be sensitive or potentially serious. Any complaints about board conduct should be raised at either the annual AGM or any specially convened GM by way of the process mentioned in the statutes and constitution.

#### Regional complaints:

Its own clubs members: These should be made to the Club executive or Club social media officer for the individual club. Evidence will be expected to be provided. The club will decide on a course of action for the member/s involved, liaising with Regional/National when needed for advice and guidance. If required this can be appealed/referred to Regional if thought to be sensitive or potentially serious.

About another regions clubs members: These should be made to the Club executive or Club social media officer for the individual club. Evidence will be expected to be provided. The club will decide on a course of action for the member/s involved, liaising with National when needed for advice and guidance. If required this can be appealed/referred to Regional if thought to be sensitive or potentially serious.

About a club or club admin: These should be raised with a member of the National UKCSC Board or UKCSC social media officer, and must be mentioned by them at the next available Board meeting at the very latest. The Board will decide on a course of action for the club/member/s involved, liaising with other bodies where required, when needed for advice and guidance. If required this can be appealed/referred to the Executive if thought to be sensitive or potentially serious.

About the UKCSC organisation or Board member: These should be raised with a member of the National UKCSC Board or UKCSC social media officer, and must be mentioned by them at the next available Board meeting at the very latest. The Board will decide on a course of action for the club/member/s involved, liaising with other bodies where required, when needed for advice and guidance. If required this can be appealed/referred to the Executive if thought to be sensitive or potentially serious. Any complaints about board conduct should be raised at either the annual AGM or any specially convened GM by way of the process mentioned in the statutes and constitution.

#### National Complaints:

About clubs members: These should be made to the Club executive or Club social media officer for the individual club. Evidence will be expected to be provided. The club will decide on a course of action for the member/s involved, liaising with Regional/National when needed for advice and

guidance. If required this can be appealed/referred to Regional if thought to be sensitive or potentially serious.

About or club admin or a club: These should be made to the Regional Officer in that clubs catchment area. The Region admin will investigate, and if needed, liaising with National for advice and guidance, decide on a course of action for the Club or Admin. If required this can be appealed/referred to National directly if thought to be sensitive or potentially serious

About the UKCSC organisation, Regional admins or Board members: These should be raised with a member of the National UKCSC Board or UKCSC Executive, and must be mentioned by them at the next available Board meeting at the very latest. The Board will decide on a course of action for the club/member/s involved, liaising with other bodies where required, when needed for advice and guidance. If required this can be appealed/referred directly to the Executive if thought to be sensitive or potentially serious. Any complaints about board conduct should be raised at either the annual AGM or any specially convened GM by way of the process mentioned in the statutes and constitution.

Serious or potentially Criminal Complaints:

About club members: These should be made to the Regional Officer in that clubs catchment area. The Region admin will, liaising with Club/Regional/National for advice and guidance, decide on a course of action for the member and highlight the problem immediately to the Club and Regional Admin. If required this can be appealed/referred to National directly if thought to be sensitive or potentially serious.

About a regional or club admin or a club: These should be raised with a member of the National UKCSC Board or UKCSC Executive, and must be mentioned by them at an emergency Board meeting held within 48 hours at the very latest. The Board will decide on a course of action for the club/member/s involved, liaising with other bodies where required, when needed for advice and guidance. If required this can be appealed/referred directly to the Executive if thought to be sensitive or potentially serious. Any complaints about board conduct should be raised at either the annual AGM or any specially convened GM by way of the process mentioned in the statutes and constitution.

About the UKCSC organisation or Board Member: These should be raised with a member of the National UKCSC Board or UKCSC Executive, and must be mentioned by them at an emergency Board meeting held within 48 hours at the very latest. The Board will decide on a course of action for the club/member/s involved, liaising with other bodies where required, when needed for advice and guidance. If required this can be appealed/referred directly to the Executive if thought to be sensitive or potentially serious. Any complaints about board conduct should be raised at either the annual AGM or any specially convened GM by way of the process mentioned in the statutes and constitution.

### **Rules and Regulations for UKCSC Affiliates:**

#### Definition:

An affiliate organisation is, like a club, a separate legal entity from the UKCSC. It must however agree to abide by the UKCSC charter, ethos, code of conduct and online guidelines.

- It may ***not*** register tags.
- It may **NOT** produce cannabis directly, though members of an Affiliate may themselves also be part of a separate UKCSC collective and/or club that does.
- It may or may not have a charter, it may or may not have any formal organisation, beyond registration.
- It may, but does ***not*** have to, create cannabis related products (if an affiliate does so, it must be in closed cycle trade, from closed cycle procured produce, and traded under the fair trade agreement, and inter-club only).

#### All affiliates agree to the following:

- To register and keep their signatories up to date.
- To abide by the UKCSC charter, ethos, code of conduct and online guidelines.
- To be responsible as an individual and/or organisation for the conduct of your members/employees/helpers/admins both online and in the physical world etc.
- That membership is conditional upon the above points.

#### An affiliate organisation cannot operate any cannabis cultivation in the Affiliate's name:

- This means either UKCSC models or any other form of cultivation.
- An affiliate may, but does ***not*** have to, create cannabis related products (if an affiliate does so, it must be in closed cycle trade, from closed cycle procured produce, and traded under the fair trade agreement, and inter-club only).
- Members of an Affiliate may themselves also be part of a separate UKCSC collective and/or club that does produce cannabis.

#### Trade between clubs and affiliates:

- Will be conducted under the fair trade agreement.
- All transfers of produce and end product will be registered at national.
- Will be in accordance with the UKCSC charter, ethos, and code of conduct.
- Will be classed as under the jurisdiction of the UKCSC Board in matters of arbitration.

#### Examples of affiliates would be:

- A local (or national) Cannabis Community that contains activists BUT does **NOT** want to register tags or register as a club with members but that agrees with the UKCSC model.
- An oil producer that creates oil from clubs trims.
- A pressure or electoral group.
- Harm reduction groups.
- A cookie manufacturer.
- Pipe and paraphernalia maker/traders.
- Any existing, or future, organisation (or Government section, dept, or division) that supports the UKCSC model.

### **UKCSC Approved Collective Cultivation Models**

Official CSC registers a Collective of Members under one of THREE models:

#### **Universal concepts to all models:**

All plants must be accounted for via the authorised tagging system and registered by the CSC with the required information, ie. Membership numbers and garden addresses.

Any overgrow can be traded back to members of the collective or to another collective, for set prices from the FairTrade agreement, for grade A B C, where A is premium, B is standard and C is recyclable for oil. This can include trim that meets the Trim Guide.

When produce is being transferred from a Collective to Members/affiliates/collectives location, a Transport Form MUST be filled in and signed by the CSC and authorised by a member of the Club executive. Amounts must be under 99g (3.5oz) nb see the section on amounts.

Produce can also be transferred from any UKCSC registered location to another UKCSC registered location ie region to region. In such cases a transport form MUST be filled in and signed by the UKCSC National Board and authorised by a member of the Executive.

Any produce created from a grow cycle must be accounted for in weight and end use.

How the crop has to be stored: In glass, plastic or metal containers; inaccessible to minors; not above 25 degrees Celsius; out of sunlight; without humidity, must not be stored before it has been dried. When curing the product remember to burp the containers to reduce mould issues.

How the crop has to be transported: With Transfer Form correctly filled and signed; with tags (if full amount); in air-tight containers; only when product is in a usable condition and not before it has dried. Amounts must be under 99g (3.5oz) nb see the section on amounts

Guidance on pesticides and herbicides: The use of unnatural herbicides, fungicides and pesticides is prohibited on plants. Products approved for consumable produce can be used as directed. Products for ornamental plants or garden shrubbery is not permitted and can pose as a SERIOUS health risk.

How does the UKCSC classify organic produce: plants can be grown under artificial lighting due to the nature and climate of the UK and the need for a consistent and stable end product. Any product or fertiliser that has been synthetically manufactured does not pass as organic. PK 13/14 products used as bloom booster are non organic but organic alternatives are available and producible at home from specific organic fruit/vegetable waste.

### **Shared Model**

A complete share of costs and no exchange of money between members for end product.

#### **Example**

- a person at home in a single collective growing no more than 9 plants;
- a group of friends growing as a collective with relatively equal plant numbers at each location or a joint garden with no more than 9 plants, tended collectively in a group. Monetary reimbursement is not required.

#### **Benefits**

- No worries about financial liability - as costs are shared
- Yield and type availability increases
- Costs are relatively evenly spread and agreed prior to cultivation.

#### **Drawbacks**

- Set up costs are higher, as more grow units are needed or have to have to be funded individually.
- All members have to contribute to the grow cycles.

#### **What constitutes this method:**

- Set up costs shared (between collective members)
- Grow costs shared between members, NB often growing will be at each site, with harvest totaling no more than limits and tags allow; or a joint garden tended collectively.
- Crop to be shared on a relatively equal basis (or pre-agreed) with no use of monetary transfer between members.

#### **How the crop is shared:**

In this model no monetary transfer is utilised and full crop is transferred to Collective Members or made into products, with all use and quantities recorded and reported to Club. Member tallies of gram weight of flowers, edibles, concentrates, and other preparations must be recorded both pre and post production; as well as the price per gram used per plant/per crop.

**Caregiver Model**

Collective Members are joined with Caregivers who may be reimbursed for production fees.

**Example**

A group of people where some grow and others do not, some of which may be medical users unable to grow for themselves. Starting costs can be shared or borne by one or more parties and refunded back though no less than three cycles. Fees, both membership and growing, can apply to any produce agreed on by the collective.

**Benefits:**

- Requires no gardening skill for members
- Able to cater to up to 100 Collective Members
- Cost of set up spread over minimum of 3 cycles
- Multiple harvests and strains are possible via multiple gardens and staggered harvests.

**Drawbacks:**

- Potentially initially costly for the caregivers to set up
- Caregivers may be needed to be reimbursed for the time to grow, set at no more than the UKCSC approved rate.

**What constitutes this method:**

- Set up costs may be shared between collective members, or just Caregivers,
- Grow costs borne by caregivers, NB Caregivers may be reimbursed for these.
- Crop shared on an allocated plant basis with potential use of monetary transfer between members to reimburse caregivers for their time.

**How the crop is shared:**

In this model monetary transfer may be utilised to reimburse a caregiver, either in whole, or in part, for their time in growing/creating the produce. This must be at no more than the agreed cost per gram (according to the Fair Trade Agreement) set by the UKCSC National Board. Whenever produce is transferred to collective members or turned into other products, all use and quantities must be recorded and reported to Club. Member tallies of gram weight of flowers, edibles, concentrates, and other preparations must be recorded both pre and post production; as well as the price per gram used per plant/per crop.

### **Gardener**

Cultivates produce for an expected product reimbursement fee. Suitable for medical cannabis patients that are not in contact with any kind of Caregiver.

### **Example**

A group of people where one person or an affiliated group of people grow and other members do not. Initial costs are borne by one or more affiliated parties and can be refunded back though no less than three cycles. Fees for growing, apply to any produce agreed on by the grower/s and the Collective.

### **Benefits**

- Requires no gardening skill for members
- Able to cater to up to 100 collective members.
- Multiple harvests and strains are possible via multiple gardens and staggered harvests.

### **Drawbacks**

- Potentially initially costly for the growers to set up
- Gardeners need to be reimbursed for the time to grow, set at no more than the UKCSC approved rate.

### **What constitutes this method:**

- Set up costs are not shared-they are borne by the gardener,
- Grow costs borne by gardeners, NB gardeners will be reimbursed for these.
- Crop shared on an allocated plant basis with use of monetary transfer between members to reimburse growers for their time. This must be at no more than the agreed cost per gram (according to the Fair Trade Agreement) set by the UKCSC National Board.

### **How the crop is shared:**

In this model monetary transfer is utilised to reimburse a grower for their time in growing/creating the produce. This must be at no more than the agreed cost per gram (according to the Fair Trade Agreement) set by the UKCSC National Board. Whenever produce is transferred to Collective Members or turned into other products, all use and quantities must be recorded and reported to CSC. Member tallies of gram weight of flowers, medibles, concentrates, and other preparations must be recorded both pre and post production; as well as the price per gram used per plant/per crop.

## Fair Trade Agreement

### **Foreword:**

This is likely the most important part of the UKCSC model to be described. It contains the information on how transactions are to be carried out and the details about how the UK base price for cannabis is established.

### **Ethos:**

What is fair trade....

*“fair trade is a trading partnership, based on dialogue, transparency, and respect, that seeks greater equity in trade. Fair trade centric organizations, backed by consumers, are engaged actively in supporting producers, awareness raising, and in campaigning for changes in the rules and practice of conventional trade”. - European Fair Trade Association (EFTA)*

For the UKCSC this means that we understand that to counter the BlackMarket, and to allow collectives to grow quality assured produce, at a fair price, it is vital that the matter of cost is addressed and controlled for those Members of Collectives that cannot grow for themselves.

We shall do this by having elements of cost (rates) set at a national level, based on figures from the National drugs Survey and UKCSC national members/gardeners/commercial growers surveys. This will ensure that only the direct costs of growing cannabis are allowed to be factored into the FTA and Calculation tool.

This will ensure a fair deal for both Members and Gardeners while at the same time undercutting the BlackMarket. As it does so it will also be providing the UKCSC the flexibility to regulate anything from a ‘no-fee-involved’ ‘home grow’, to oil/paste production, to legitimate taxed canna-business, and even to a licensed retail outlet/coffee shop, if required, and legislation eventually permits.

It should be noted that this FTA applies to all elements of cannabis transaction, and all levels of UKCSC, should follow this agreement, i.e. this applies to all the following groups within the UKCSC:

1. National
2. Regional
3. Clubs
4. Collectives
5. Affiliates

### **Fair trade pricing and supply:**

The purpose of the FTA is allow a healthy and trustworthy Cannabis Community to develop within the UK. It is recognised that growing cannabis is a time consuming process, and that to grow cannabis correctly is not always straightforward or easy, especially in a larger collective. This agreement is to give security to the gardeners with a set reimbursement and requirement rate, while at the same time reassurance to members that the price is fair, and above all to ensure that all are aware of how the value is calculated. The purpose of this is to allow the production of cannabis to be ‘non-profit’, in so far as no mark up or percentage increase will be changed, at any stage, on the cannabis. The cost of cannabis, per gram, is factored and

calculated entirely on the individual specifics of your collectives grow environment and the agreed price at the time of the commencement of the cycle.

It allows reimbursement for production, but maintains the non-profit element by only allowing reimbursement for direct costs, such as electricity, and indirect costs, such as time, all at agreed and fixed rates.

No profit or 'mark up' may be charged for cannabis. The value the Member or Collective reimburses the Collective operator or Affiliate can be no higher than what is laid out in the FTA calculation sheet.

**Examples:**

**A member of a club receiving their cannabis as part of a club registered Growers collective-**

The Collective would use the fair trade calculator to ascertain the value of the produce. This would include fees per gram for the electric used, the space taken up and the growers time (all calculated from set UK rates by the UKCSC). The collective and the citizen would enter into an agreement on the cost and weight of the cannabis required, recognising that as a natural product some slight difference to the eventual price may occur. After production, rates may change slightly, i.e. the anticipated yield may be incorrect or extra time may have been taken to achieve harvest. The value now determined is reimbursed to the grower for their expenses. No mark up or profit is made at any stage. Each Collective is restricted to a maximum of 50 people.

**An Oil Maker receiving trim from a collective –**

The Collective would use the fair trade calculator to ascertain the value of the produce (Trim is a set rate). The collective and the Affiliate would enter into an agreement on the cost and weight of the cannabis. The Affiliate uses his Fair trade calculator (to add his electric, time and materials costs) to work out the cannabis content per unit produced and gives the cost of the product per unit. The value now determined is reimbursed to the Affiliate for their expenses. No mark up or profit is made at any stage. No reselling of produce is allowed, but distribution among collectives, with a transfer form and at no profit, is permitted.

**A Member receiving their cannabis from a Collective, from another Collectives traded OverGrow (OG)-**

The Collective that the Over Grow (which is excess produce from a plant, not required by the individual or collective) is coming from would have used the fair trade calculator to ascertain the value of the produce. This would include fees per gram for the electric used, the space taken up and the growers time (all calculated from set UK rates by the UKCSC). The collective and the other collective would enter into an agreement on the cost and weight of the cannabis required. The value now determined is reimbursed to the growing Collective for their expenses. The Over Grow is then allocated to members of the receiving collective as usual, recording the OG serial number as usual. The rate paid is the

rate charged for the produce from the growing Collective. No mark up or profit is made at any stage.

### **A person receiving their cannabis from a Caregiver as part of a registered Caregiver Collective**

The Caregiver would use the fair trade calculator to ascertain the maximum value of the produce. This may include fees per gram for the electric used, the space taken up and the growers time (all calculated from set UK rates by the UKCSC). The price cannot be set higher, but often in care giving the full reimbursement rate is not required. This can be for many reasons. The caregiver and the citizen would enter into an agreement on the cost and weight of the cannabis required, recognising that as a natural product some slight difference to the price may occur. After production, rates may change slightly, ie the anticipated yield may be incorrect or extra time may have been taken to achieve harvest. The value now determined is reimbursed to the Caregiver for their expenses. No mark up or profit is made at any stage. Each Caregiver is restricted to 25 people.

### **Example of Simplified formula:**

Electric + labour time + space cost (taken from the UKCSC calculation sheet pricing structure)  
= cost per free trade gram

### **Breakdown of items included in pricing structure:**

- Cost of electric
- Size/wattage of light/s
- Length of grow and flower cycles
- Time taken per day to look after each plant
- Yield
- Size of garden
- lights/plants per metre
- Time to harvest and trim
- Cost of nutrients
- Cost of seedlings/production of cuttings
- Rent/space costs for the grow area
- Delivery distance and time

And for Cannabis products:

- Added materials including packaging
- Production time including electric and expertise

### **Breakdown of National set figures:**

The following Values only are set by UKCSC National, and used as part of the calculations in the FTA calculator. These rates are controlled by the National board in order to maintain the non-

profit element of the reimbursement process and avoid any potential abuse of the collective system and maintain the fair-trade aspect of the UKCSC and this FTA.

- The cost of electric per KW - average value of the UK peak/off peak.
- Rate of reimbursement per hour for clipping.
- The mileage reimbursement costs, per mile, for delivery.
- The number of plants per hour processed (for purposes of clipping).
- The cost of seeds or cuttings per plant.
- The tending rate per hour (based on the UKCSC calculation sheet).
- Average minutes spent per 1 plant, per day (average over entire grow).
- Average time (in minutes) per 1 plant to harvest and clean at end of grow.

**Transfer:**

- Transfer of products or cannabis from a collective to another element of the UKCSC (member, collective, club or affiliate) must be logged via a transfer form. It must be collected from the named individual on that form, by the named collective/affiliate/member on the form, and, where needed, transported and delivered by the individual named on the transport form.
- Products or cannabis must only be transferred to registered people within the UKCSC only.
- All transfers must be undertaken within the UKCSC club structure and FTA.
- All transfers must be under the 360 gram (12.8 ounces) weight limits. NB transport can be no more than 99 grams (3.5 ounces).

**Methods of Transaction:**

- All collectives must operate under a written and signed agreement, with weights/plant numbers, rate and cost specified, supplied with tagged products.
- All transfers of cannabis that involve reimbursement must be documented in advance and a contract written and signed by both parties.
- All transactions should be made by cash or personal digital arrangement. If a digital arrangement both parties must be happy with the method, with the club, regional or national arbitrating in the event of a method being under dispute.

**Taxation obligations:**

All Clubs have to submit yearly books to the government as part of their registered status as an NGO. These are obviously non-profit ventures but a club can hold funds in reserve for saving for a club venue, special event etc.

For all collective members, it should be noted that all income in the UK (above £10,000 per annum) is taxable. Although the UKCSC is not a tax inspector and each club is its own legal entity, and neither submits any information about the independent Collectives to the government, any earnings, after outgoings, would be legally eligible for tax.

**Regulation of banking:**

Currently no positive regulation exists in the UK as to the legal digital acceptance of funds used to purchase cannabis. However it is felt that as non-profit organisations, that simply regulate cannabis, not supply or grow it, the UKCSC Clubs, and National, should have few problems.

It is planned to follow US and international banking guidelines for canna-businesses as soon as they are issued in CO and WA in the USA, until such time as more appropriate guidelines are available.

**Regulation of trade:**

All trade conducted under the auspices of UKCSC regulation submits itself to the authority of the UKCSC. The UKCSC and its membership will decide upon the maximum set rates used for cannabis reimbursement calculations. The UKCSC reserves the following rights:

- To refuse/cancel any Affiliate or Collectives membership or registration
- To order refunds/credits against/to any Affiliate or Collective
- To refuse any item, product or service for trade.
- To insist any product be subject to external testing before being allowed for trade.
- To change the Set Rates (mentioned above)
- To amend this list or FTA at any time.

## **Taxation**

Rightly or wrongly taxation is central tenant of every UK citizens lives. All goods and services sold commercially are liable to tax, as are all individual earnings over 10,000.

No UKCSC document would be complete without a discussion regarding tax.

The view of the UKCSC is that taxation is a likely eventual occurrence within the cannabis movement within the UK as it has in Holland, the US and the world Medical Cannabis trade. We hope, and will campaign for it to only be applied to commercial cultivation as it is currently, such companies as GW Pharmaceuticals for commercial medicine or maybe British American Tobacco for commercialised recreational use, and not to private Club members grows. That said, the structure of the tagging and reimbursement process could be easily amended to include tax, either at a plant level, or at a gram level, either by percentage or flat levee (see below).

This gives the UKCSC the flexibility to change and adapt to whatever eventual post-prohibition environment that the UK government settle into.

### **Taxation of Cannabis**

Currently there is no plan for taxation, applied to cannabis reimbursement, within the UKCSC. This is due to the fact that it is not legal to charge or pay tax against illegal drugs, nor possible to register with the HMRC to do so.

Accounts will be held by each Club and by National, although these will have little to no tax to pay, depending on revenue streams (some activities and service provision, even for NGO's, is taxable).

If taxation was introduced then the models could be amended to allow 4 forms of taxation:

- A percentage tax applied to all types of cannabis sold, by weight.
- A flat fee per plant leveed against the growers.
- A flat fee tax applied to all types of cannabis sold, by weight.
- A percentage tax applied per plant leveed against the growers.

These taxes could be incremental; however the UKCSC will campaign for the recognition that exorbitantly high prices only aid the BlackMarket and would point to recent examples of high prices in recent legalised areas as increasing BlackMarket demand. .

### **Income and non-profit status:**

It should be noted that all income in the UK is liable for tax.

Any income generated by an individual (or collective) from growing, delivering, trimming or producing cannabis infused products is liable to tax (above £10,000 p.a).

NB: All income should be declared as either income from 'Gardening Services' In the case of collectives or individuals that have, and tend, a garden, or as 'Folk and traditional Crafts' for those that produce infused products.

Examples:

Any of the following activities, if conducted and requiring reimbursement qualifies as taxable income.

From Gardening:

- Growing plants
- Clipping plants
- Transporting plants or product

Production of cannabis goods:

- Making oil
- Making edibles
- Making concentrates

**Retail:**

Although non-membership based retail sales of cannabis or cannabis infused goods is currently illegal in the UK, (and banned within the UKCSC) this will change in time. Currently the adding of VAT to sale of cannabis is impossible. It is anticipated that the legal sale of cannabis products to those citizens over the age of 18 will result in the ability to operate commercial retail or supply ventures. At that time the UKCSC will issue guidance for clubs and affiliated business owners. It is imagined that an increment to the FTA agreed price of cannabis, owing to staff, premises and advertising, (and tax) for shop or business owners, would be required. It would also require a purchase system similar to alcohol; allowing a commercial aspect to cannabis that the UKCSC currently does not allow for. This would result in an easy to tax and regulate business sector, should the UK government regulate cannabis in this way.

## How to Join

### **How to join a CSC as an individual**

To join a CSC you would need to know someone already within the club. If not, you can make contact with the club and ask if you can attend one of their meetings to see if it is something you want to become involved in. CSCs will have a yearly membership fee and possibly a monthly membership fee (especially if they have a permanent venue) which you must pay to join along with filling out the correct club documentation; joining would also make you a member of the UKCSC.

### **How to become member of an existing Collective**

Some Collectives will be able to take on extra members as they will be able to grow for a larger number of people who otherwise not be able to obtain fairly grown and priced cannabis by avoiding the uncontrolled black market. They would have to be a friend of a Collective or a member of the collective's CSC and be trusted into the Collective, assuming space within that CSC collective..

### **How to register a collective at a club**

To join as a Collective, as an individual, as a group of friends, a care giver, or a gardener you would register with a local club that offers collective registrations. You must agree to the CSC Charter of the United Kingdom Cannabis Social Clubs. When registering with the CSC, members will need to provide a proof of address and photo ID with age verification. The Collective members will be assigned tags as required, within the guidelines. The grow location(s) must be recorded with the governing club so that the Tags can be assigned to that address. Tags cannot be distributed if they have not been assigned to a physical location, and plant, and collective Member.

### **How to register as an affiliate organisation**

Contact the UKCSC National to obtain an affiliate recognition form. this can be used to register an affiliate organisation.

### **How to register a CSC with UKCSC National**

A CSC is formed by no less than THREE people that make up the board of their CSC. They can decide if they are going to register Collectives or not; they may form simply to register their own Collective; they may register just to be a community of cannabis enthusiasts/activists/patients/spiritual users. The group would make contact with their Regional UKCSC team and register as a CSC which would also make them members of the UKCSC. Each member will need to provide proof of address and ID confirming age. they would pay the set membership fee for joining the UKCSC and receive their Club Membership pack.

## **How to follow a closed cycle tagging system**

### **How To Register A Collective**

To register as a Collective you must make contact with your local CSC. Each member of the Collective you wish to form must have a membership of the CSC. In order to become a member of the CSC you must provide proof of age with photo ID. Members must register their Collective using the Collective Registration Form.

PLEASE NOTE not all UKCSC Clubs provide plant tagging.

All Collectives must obey all UKCSC rules and guidelines at all times. All Collectives must correctly and accurately complete all required logging and tagging sheets and return them to the CSC.

### **How To Get Tags**

A Collective that wishes to register plants must meet with CSC and provide the member IDs that the plants will be registered against. Tag totals must be logged CSC Member Registration Form. The unique plant tag serial numbers must be recorded by the CSC on the Plant Tagged Record Sheet. The fee for the tags will be paid to the UKCSC via the CSC.

### **Cuttings/Seedlings**

Tags must be placed on all living plants. If it has roots or is an individual seedling - it is an individual plant in the eyes of the law. Tags can be loosely placed over cuttings/seedlings. If a cutting fails to root or dies the tag may be used on a new cutting/seed in replacement. Tags have a lifespan of 19 weeks on a living plant.

### **Veg and Flower**

The number of weeks for each part of the cycle must be recorded on the Collective Grow Room Documentation. The anticipated yield should also be recorded. All plants must be tagged during veg and flower and be within the designated grow area. If you have a continual mother plant that lasts longer than 19 weeks you must procure another tag for it before it expires.

### **Harvest, Including Hanging with Tags**

Every plant buds must be hung on individually separated racks or wires with the individual serial number that the plant relates to. All buds must be weighed and recorded and once processed and if being allocated to more than one individual must be given it's new serial number. All product must be stored in the correct manner with the serial numbers on display.

### **OG & Trim Serials**

Every plants trim must be trimmed directly into containers and weighed, recorded and kept separate from other trim with its newly allocated trim TR serial number. See examples page. OG is the term given to any produce from a specific plant that is above the allocated recipients requirements or the Collectives requirements as a whole. Any produce so designated will be given the postfix of OG. This must be recorded on the Collective Grow Sheet.

### **Product Creation Serials**

When products are being made by either the Collective or an Affiliate a Product Creation Record Sheet must be completed. This will record any serial numbers used in the creation of the product and allocate a new serial number for the end product. These PCRS must be filed with the local CSC after the product has been transferred.

**Transport**

All produce that is being transported must have a Transport Form filled in. This form must include all produce being transported within the vehicle or person at that point in time and must be kept with the produce. All produce must be labelled correctly with the serial numbers on display.

**Transfer**

All produce being transferred, either from a Collective to a member, or from a Collective to Affiliate (or reverse), must be recorded on the transfer Form and signed for by the receiving party.

**After Allocation Is Received**

- No Resale
- No Under-age Use
- Shared use by adults in your own home/land is permitted.

**Q + A on UKCSC Membership, UKCS Clubs, Collectives, Affiliates and Models**

**CLUBS**

**What is a registered Club or CSC (Cannabis Social Club) within the UKCSC?**

- A Club, also called a CSC, is an independent, legal, registered, non-profit, organization; with its own rules, charter and statutes (that we provide for your use). It is owned by its members, with its club executive elected positions. Its current chair/admin, secretary, and treasurer have access to the admin level of the UKCSC and each UKCSC Club has access to a Regional representative, elected bi-yearly from your clubs region, that attends all National Board meetings. It may or may not choose to allow Collectives to register with it. It may or may not have a venue, although we would expect that would be most clubs goal. Clubs and Club Members elect the National Board at the yearly AGM from amongst fellow Club Admins and Members.

**I administrate a club, does that mean I, or my club has to grow cannabis?**

- No - a club cannot 'grow' cannabis. Members of a club, including the executive and admins, can be members of one of potentially many *Collectives*, registered with their *Club*. These *Collectives* grow cannabis. The choice is the individual *Clubs's* whether its admins, or executive, or members can register *Collectives* within the club (and therefore enable them to follow a regulated grow model). The aim of *Clubs* conducting registration is to regulate the growing that private, independent, *Collectives*, made up from individuals in their membership, conduct.

**I administrate a club, does that mean I, or my club, have to register others to grow cannabis via tagging?**

- No - but the *Club* is not allowed to follow other grow or supply models. This sort of Club would be a 'club-lite' so to speak. Examples may be a just a social club/community group. If a purpose other than a social club is required, say a political pressure or activist group etc then the best thing to register as is a UKCSC *Affiliate*. - *NB there is also no limit to the number of CS Clubs's in an area or attached to the UKCSC so if tagging and registration is not available at every Club, then another can be set up. This can be done with only 3 people.*

**I administrate a club, and want to be in a Collective, does that mean I, or my members, IF WE CHOOSE TO be part of a collective that grows cannabis, can we do so only according to the agreed models, and if so, that members of the Club or Collective can only reimbursed for costs mentioned under the fair trade agreement?**

- YES - If anyone within a Collective receives reimbursement for the growing of cannabis it must be at the prices specified in the FTA. If any cannabis is provided to a member or collective it can only be done at the rate in the FTA. This helps keep the models 'non-profit'.

**I administrate a club, does that mean I, or my club, would have to abide by the rules of the UKCSC?**

- If they are a registered UKCSC club, signed up to the constitution, then yes.

#### **Do I have to be a member of a UKCSC to be part of a collective?**

- Yes - But being a member of a *UKCSC registered Club* registers you with that club and also with the UKCSC, we just take an email and membership number, you can also set up a new Club with just 3 people should there be no suitable clubs in your area. You can also register your *Collective* with regional should no clubs be available in your local area.

#### **What if my local club doesn't register tags or *Collectives*?**

- You can set up your own club with 3 people or more, or register your *Collective* with regional.

#### **What if my club doesn't sign up to the UKCSC charter and statutes?**

- If your club doesn't support the rules and codes of conduct of the UKCSC then they could not be classified as a part of the UKCSC.

### **AFFILIATES**

#### **What is a UKCSC Affiliate?**

- A UKCSC Affiliate is any organisation, group, or enterprise/'individual providing a service', that registers with the UKCSC, and agrees to uphold the UKCSC charter, ethos, code of conduct and online guidelines. They may or may not have a formal structure, may or may not have recorded members. A single person is required to register an affiliate. An Affiliate generally tends to have a specific purpose. Either to provide a service ie oil making, or to focus on a specific area of the cannabis community, like a pressure group or local charity/action initiative. It is also possible for other organisations or entities, such as Release, Transform, or other ethos-sharing Local, or International, NGO's to join the UKCSC as an Affiliate.

#### **Can I grow cannabis as a registered Affiliate?**

- No – But a member of an affiliate, can be transferred cannabis, though not for consumption. It can be used for creation of cannabis products and then transferred back to any Club or Collective as agreed. Or an Affiliate themselves can be a member of a Collective. In the event that a Collective was to transfer cannabis to an Affiliate (who was also a member of that Collective) then the transfer must be authorized by the local Club as well as completing the transfer form.

### **COLLECTIVES**

#### **What is a Collective within the UKCSC?**

- A Collective is an independent group of consenting adults that group together to grow cannabis for their joint consumption. There are three official growing models that the UKCSC collectives could agree to follow. Members of different types of collectives would have different levels of responsibility and cost in regard to their Collective and their

cannabis but all costs would be equated using the Fair Trade Agreement. Every Collective must either register with their local club, or with Regional, should a club not be available.

**Do I have to be a member of a *Collective* to grow my own cannabis?**

- No – a member of a *CSC* can grow under self-tagging via participating *CSC*'s or registering with your regional admin. IE this is a 'model A' for 1 person.

**Does my collective have to register with a Club?**

- Yes - but a new *Club* can be formed with just 3 people or the collective registered with regional should trust be an issue.

**Does my collective have to follow one of the approved growing models?**

- Yes- if you are in breach of the tagging guidelines, in the worst case we would not be able to support you. Any breaches could lead to suspension from the *Collective*, *CSC* or UKCSC.

**MODEL EXAMPLES (see Models document)**

**Individual – Model A**

A person growing on their own would register their individual/personal grow with a local UKCSC Club (or regional) that registers *Collectives*. They would receive their tags, which in this case, for an individual, would be no more than 9 tags. Records of dried yield weight are reported back the registering *CSC* and any overgrow can be traded back to the *CSC*, or another *Collective* or Affiliate but via the *CSC*, at the Fair Trade Agreement (FTA) price..

**3 Friends Growing – Model A**

A small group of friends want to grow for themselves to save money, not be involved with Organised Crime or fund the black market. They can grow the strains that suit them best. They can have up to 9 plants each or 9 total (all stages) if they are using one space. They register at the local *CSC* to get their tags. All members of the *Collective* should participate in the cultivation and the harvest/preparation of the grow. Records of dried yield weight are reported back the registering *CSC* and any overgrow can be assigned to other collective members at cost or traded back to the *CSC*, or another collective or affiliate but via the *CSC*, at the Fair Trade Agreement (FTA) price. The cannabis cannot be sold or passed on to another person outside the UKCSC Clubs, *Collectives* and Affiliates, and is shared out at cost value to the participating members as agreed in the original *Collective* agreement.

**2 Recreational + 3 Medical Patients – Model B**

A *Collective* with a Caregiver provides for them, another recreational user and has several medical patients. The *Collective* is registered with the local *CSC*. They can have up to 9 plants per person, per location, but only 9 plants (all stages) in a single space/location. They may have multiple spaces. The cannabis is shared out at cost value required by the caregiver (up to the FTA limit), to the participating members, as agreed in the original *Collective* agreement. Only the Caregiver(s) of the *Collective* have to participate in the cultivation and the harvest/preparation of the grow unless other members are invited to oversee/help if needed. Records of dried yield weight are reported back the registering *CSC* and any overgrow can be assigned to other collective members at cost or traded back to the *CSC*, or another collective or

affiliate, but via the CSC, at the Fair Trade Agreement (FTA) price. The cannabis cannot be sold or passed on to another person outside the UKCSC Clubs, Collectives and Affiliates.

#### **4 Gardeners + 30 Members**

A Collective of gardeners would register with the local Club to get their plant tags. They can grow 9 plants per person but no more than 9 in a single space (in this case 4x9=36 plants (all stages, in 4 spaces). New members would register with the CSC to agree to the Gardeners formed Collective and sign their Constitution and Statutes. Registered members will opt in to receive the yield of a plant (or up to 9) or an agreed weight per yield, the cost worked out at the FTA price. Records of dried yield weight are reported back the registering CSC and any overgrow can be assigned to other collective members at cost or traded back to the CSC, or another collective or affiliate but via the CSC, at the Fair Trade Agreement (FTA) price. The cannabis cannot be sold or passed on to another person outside the UKCSC Clubs, Collectives and Affiliates, and is shared out at cost value to the participating members as agreed in the original Collective agreement. The maximum number of members in these Collectives is capped at 30; giving an absolute maximum of 270 plants, shared over 30 separate growing spaces (made up of no more than 9 plants per space).

#### **Trading Overgrow**

If Collectives have OverGrow (OG) this can be arranged to be traded with another Collective via the CSC and done so at the UKCSC Fair Trade Agreement (FTA) pricing structure using the FTA Calculator. Producing Collective must fill in the Transfer Form which must be signed off with the registering CSC. If it is for a whole plant yield then the tags **MUST** go with the produce but if it is only a partial yield the transfer form will indicate which plant and tag numbers are associated with it with a change to the serial to assign its spilt and designation as unassigned overgrow. Transfer weight must not exceed 360 grams (12 oz) at a time. OG may also be transferred to an Affiliate Member to turn into other products such as edibles, topical's and concentrates. Once the process is completed it must be transferred back to a Club or Collective, or distributed to the original collective members, as agreed. Affiliate members may be reimbursed for their services based on FTA pricing. They must complete transfer forms as laid out above with total volumes of active ingredients of the cannabis product not totaling more than 360 grams of originating matter in any one transfer.

***NB All Collective and CSC Admins must strictly abide by the policies of the UKCSC when undertaking a cultivation model and transferring OG products.***

**EXAMPLE TAGGING REGISTRATION AND HARVEST REPORT SHEET**

Collective Name: Bradleys Collective

Collective ID:

Garden Location: Domestic residence

Address Line 1: 420 Hemp Lane

Address Line 2: Sativa Grove

Town: Kushly

County: Sussex

Country: England

**NB Separate sheet MUST be filled out per location**

Garden Number (if single garden leave blank):

Plant Tag Numbers:

| #   | Tag Serial | Strain          | Estd Dry Yield | Est £/g | Wet Weight (g) | Dried Usable (g) | Member Number | Allocated Weight(g) /Wh.Plant | Trim Weight (g) | OG Weight (g) |
|-----|------------|-----------------|----------------|---------|----------------|------------------|---------------|-------------------------------|-----------------|---------------|
| ex1 | 726354     | Medicine Man    |                | 5.75    | 150            | 46               | SEBRI026      | WP                            | 21              |               |
| ex2 | 926389     | Charlotte's Web |                | 5.75    | 130            | 48               | WMBIRO16      | 20                            | 19              | 28            |

This table converts the original serial number into its new variant form for transfer.

| #     | Original Plant Serial Number | Reason    | New Serial Number | Amount (g) |
|-------|------------------------------|-----------|-------------------|------------|
| ex1.1 | 726354                       | Trim      | 726354TR          | 21         |
| ex2.1 | 926389                       | Trim      | 926389TR          | 19         |
| ex2.2 | 926389                       | Over Grow | 926389OG          | 28         |

This table shows where and how the complete final produce was allocated

| #     | Serial Number | Member/Affiliate/Collective Number | Quantity (g) | Transfer Number/ Personal Collection |
|-------|---------------|------------------------------------|--------------|--------------------------------------|
| ex1.2 | 726354        | SEBRI026                           | 46           | Personal Collection                  |
| ex1.3 | 726354TR1     | GLA0012                            | 21           | TRSEBRI000586                        |
| ex2.3 | 926389        | WMWOR016                           | 20           | Personal Collection                  |
| ex2.4 | 926389OG1     | WMWOR045                           | 18           | TRWMWOR000485                        |
| ex2.5 | 926389OG2     | WMWOR087                           | 10           | Personal Collection                  |
| ex2.6 | 926389TR1     | WORC021                            | 19           | TRWMWOR000467                        |

### Examples

1 - A whole plant "Medicine Man" is given serial number 726354 grown under member number "SEBRI026" and yielded 46 grams of usable product and 21 grams of trim.

1.1 - The original plant serial number 726354 yielded 21 grams of trim, this is recorded and a new serial number is allocated to the trim in this case 726354TR with the TR designating it as trim.

1.2 - This shows the allocation of 46 grams (in this case the whole plant 726354) to member "SEBRI026" and the product was collected personally.

1.3 - This shows the allocation of 21 grams of trim "726354TR" from the Collective to a UKCSC Affiliate (in this case based in the Greater London area) and transferred under transfer Request "TRSEBRI000586".

2 - A whole plant "Charlottes Web" is given serial numbered tag "926389" grown under member number "WMWOR016" and yielded 48 grams of usable product and 19 grams of trim.

2.1 - The original plant serial number "926389" yielded 19 grams of trim, this is recorded and a new serial number is allocated to the trim, in this case "926389TR" with the TR designating it as trim.

2.2 - The original plant serial number "926389" yielded 28 grams of Over Grow, this is recorded and a new serial number is allocated to the Over Grow, in this case "926389OG" with the OG designating it as Over Grow.

2.3 - This shows the allocation of 20 grams, in this case only part of the plant "926389" to member "WMWOR016" and the product was collected personally.

2.4 - This shows the allocation of 18 grams "926389OG1" (from Over Grow "926389OG"). This was transferred from the Collective to member "WMWOR045" and the product was transferred under transfer Request "TRWMWOR000485".

2.5 - This shows the allocation of 10 grams "926389OG2" (rom Over Grow "926389OG". This was transferred from the Collective to member "WMWOR087" and the product was collected personally.

2.6 This shows the allocation of 19 grams of trim "926389TR" from the Collective to another UKCSC Collective (in this case registered with the Wor club) and transferred under transfer Request "TRWMWOR000467".

### What if?.....

Members:

What happens if I am individually stopped by the police with my cannabis (under 99 grams, bulk packaged)?

- You should inform the police the cannabis is for your own personal use. It is likely that for amounts under 5-10 grams, dependent on location, In the UK you will not be arrested. If it is just a small amount then the most likely course of action will be a street warning and/or confiscation. If you are arrested, the likely outcome is a caution.
- We would ask our members NOT to involve or mention Clubs in matters of small amounts UNLESS the officers intend to press charges for possession.
- DO NOT provide the names or addresses (if known) of any other member of the Collective or Club.
- If the police opt to press charges, ie after arrest and interview, give your Club membership number only and ask to contact the National body. We will be able to assist with legal aid and representation at court as long as the possession was within the guidelines and the member was fully paid up with their club and national membership fees.

What happens if the Police find my cannabis supply at my place of residence (under 360 grams, bulk stored)?

- You should inform the police the cannabis is for your own personal use. It is likely that for amounts under 5-20 grams, dependent on location In the UK, you will not be arrested. If it is just a small amount then the most likely course of action will be a street warning and/or confiscation. If arrested, the likely outcome is a caution.
- We would ask our members NOT to involve or mention Clubs in matters of small amounts UNLESS the officers intend to press charges for possession.
- DO NOT provide the names or addresses (if known) of any other member of the Collective or Club.
- If the police opt to press charges, ie after arrest and interview, give your Club membership number only and ask to contact the National body. We will be able to assist with legal aid and representation at court as long as the possession was within the guidelines and the member was fully paid up with their club and national membership fees.

When should I declare my UKCSC membership to a police officer?

- Only ever **after** arrest.
- In the case of possession, only after intent to charge (*not 'caution'*) is known. This is after arrest and interview.
- In the case of growing offences, this is immediately after arrest.
- In the case of production of cannabis based products, this is immediately after arrest.

Collectives:

What happens if I am individually stopped by the police with my Collective grown cannabis (under 99 grams, bulk packaged and labelled for myself)?

- You should inform the police the cannabis is for your own personal use. It is likely that for amounts under 5-10 grams, dependent on location, In the UK you will not be arrested. If it is just a small amount then the most likely course of action will be a street warning and/or confiscation. If you are arrested, the likely outcome is a caution.
- We would ask our members NOT to involve or mention Clubs in matters of small amounts UNLESS the officers intend to press charges for possession.
- DO NOT provide the names or addresses (if known) of any other member of the Collective or Club.
- If the police opt to press charges, ie after arrest and interview, give your Club membership number only and ask to contact the National body. We will be able to assist with legal aid and representation at court as long as the possession was within the guidelines and the member was fully paid up with their club and national membership fees.

What happens if I am individually stopped by the police with my Collective grown cannabis (under 99 grams, bulk packaged and labelled for someone else, ie transporting)?

- You should inform the police the cannabis is for a member of a collective, they own the cannabis, you are returning it to them. It is likely, dependent on location, In the UK you will be arrested. If you are arrested, the likely outcome is a caution or prosecution.
- Provide them with the delivery paperwork.
- Provide them with the UKCSC National helpline number.
- Give your Club membership number
- DO NOT provide the names or addresses (if known) of any other member of the Collective or Club.
- Do not mention the location of the garden/s of your collective (if known).
- If the police arrest you, and before any interview, ask to contact the National body. We will be able to assist with legal aid and representation in interview and at court as long as the possession was within the guidelines and the member was fully paid up with their club and national membership fees.

What happens if the police locate my Tagged Collective Garden?

- It is highly likely you will be arrested. If you are arrested, depending on the size of the garden, and the number of plants, it is likely you will be cautioned or prosecuted. The sentencing guidelines state that UKCSC guideline levels of growing will attract the lowest sentencing bands. None of the methods proposed by the UKCSC should attract custodial sentences, especially for first time offenses. However your own advice should be sought if you are in any doubt or your situation differs to a normal citizen (ie on bail or probation etc).

- Immediately upon discover, direct the police officers to the Grow Room Documentation displayed clearly on the wall next to the plants environment.
- Inform the police to call the UKCSC NATIONAL PHONE NUMBER that is printed in bold across the front of the Grow Room Documentation.
- If the police arrest you, ie after arrest and BEFORE interview, give your Club name and membership number and Collective number, then ask to contact the National body.
- DO NOT provide the names or addresses (if know) of any other member of the Collective or Club.
- DO NOT provide an other garden locations (if known)
- We will be able to assist with legal aid during interview and representation at court as long as the garden was tagged, within the guidelines and registered as a collective at their local club, and the member/s were fully paid up with their club and national membership fees.

#### Affiliates:

What happens if I am found by the police with my Collective grown cannabis (under 320 grams, bulk packaged and labelled for myself) or my cannabis produce, with content no more than the amount of 320 grams of cannabis's THC?

- You should inform the police the cannabis is for your own personal use. It is likely that for amounts under 5-10 grams, dependent on location, In the UK you will not be arrested. If it is just a small amount then the most likely course of action will be a street warning and/or confiscation. If you are arrested, the likely outcome is a caution.
- If you
- We would ask our Affiliates NOT to involve or mention Clubs in matters of small amounts UNLESS the officers intend to press charges for possession or production.
- DO NOT provide the names or addresses (if known) of any other member of the Collective or Club.
- If the police opt to press charges, ie after arrest, give your UKCSC Affiliate number only and ask to contact the National body. We will be able to assist with legal aid and representation at court as long as the possession/production was within the guidelines and the member was fully paid up with their club and national membership fees.

What happens if I am found by the police with cannabis produce, with content no more than the amount of 320 grams of cannabis's THC, but broken down for transport or transfer?

- You should inform the police the cannabis is for Collective members of the UKCSC only. It is likely that will be arrested, the likely outcome is a caution or non-custodial sentence.
- DO NOT provide the names or addresses (if known) of any other member of the Collective or Club.
- If the police opt to press charges, ie after arrest, give your UKCSC Affiliate number only and ask to contact the National body. We will be able to assist with legal aid and representation at court as long as the possession/production was

within the guidelines and the member was fully paid up with their club and national membership fees.

Clubs:

what do i do if police ask for my Club/Collective information data

on an individual –

- Notify National Body of name and number of member, and the police force requesting information.
- Ask the Police officer what the offense is, and mention that we only freely exchange information in regards to under-age supply, or re-selling of tagged supplied produce.
- Notify the Member only AFTER speaking to National.
- Unless the officer has a data warrant, which they won't have, refuse to share any information and ask them to contact National as all data held by Clubs is protected under the 1998 UK Data Protection act and 2014 EU Data regulations.

mass data

- It is illegal for an officer to requisition the whole membership list to investigate one individual.
- Notify National Body of name and number of member, and the police force requesting information.
- Ask the Police officer what the offense is, and mention that we only freely exchange information in regards to under-age supply, or re-selling of tagged supplied produce.
- Notify the Member only AFTER speaking to National.
- Unless the officer has a data warrant, which they won't have, refuse to share any information and ask them to contact National as all data held by Clubs is protected under the 1998 UK Data Protection act and 2014 EU Data regulations

National:

what will national do if asked to supply any details regarding a member/s to the police -

- We do not hold any personal data on any member, beyond your email address and registration number
- We hold no information on the location or members of Collectives or gardens.
- We will not share anyones personal details without contacting the members first, except in under age supply and re-selling offensives.
- We will share no individually identifying information unless compelled to by warrant or court action.

**Data Handling**

|                                   | COLLECTIVE  | CLUB  | NATIONAL  |
|-----------------------------------|---|---|---|
| Shared                            | Member details<br>Agreements<br>UKCSC + Club ID numbers<br>Garden Address<br>Tags allocated | Member details<br>Collective's ID<br>Club membership ID numbers<br>Garden Addresses<br>Produce Records (Weights)<br>Code Of Conduct<br>Tag register | Email<br>Member UKCSC ID number<br>Club membership ID numbers<br>Produce Records (Weights)<br>Club Reg/CoC<br>Club Tag register |
| Partial Provision/<br>Care Givers | Member details<br>Agreements<br>UKCSC + Club ID numbers<br>Garden Address<br>Tags allocated | Member details<br>Collective's ID<br>Club membership ID numbers<br>Garden Addresses<br>Produce Records (Weights)<br>Code Of Conduct<br>Tag register | Email<br>Member UKCSC ID number<br>Club membership ID numbers<br>Produce Records (Weights)<br>Club Reg/CoC<br>Club Tag register |
| Commercial Gardener               | Member details<br>Agreements<br>UKCSC + Club ID numbers<br>Garden Address<br>Tags allocated | Member details<br>Collective's ID<br>Club membership ID numbers<br>Garden Addresses<br>Produce Records (Weights)<br>Code Of Conduct<br>Tag register | Email<br>Member UKCSC ID number<br>Club membership ID numbers<br>Produce Records (Weights)<br>Club Reg/CoC<br>Club Tag register |

### Harm Reduction:

#### PLEASE NOTE:

- All things taken to excess can potentially be harmful
- Cannabis is no exception.
- If you feel that cannabis is affecting your life contact one of your club admins or a medical professional .

*“Regular smoking of marijuana by itself causes visible and microscopic injury to the large airways that is consistently associated with an increased likelihood of symptoms of chronic bronchitis that subside after cessation of use. On the other hand, habitual use of marijuana alone does not appear to lead to significant abnormalities in lung function when assessed either cross-sectionally or longitudinally, except for possible increases in lung volumes and modest increases in airway resistance of unclear clinical significance. Therefore, no clear link to chronic obstructive pulmonary disease has been established. Although marijuana smoke contains a number of carcinogens and cocarcinogens, findings from a limited number of well-designed epidemiological studies do not suggest an increased risk for the development of either lung or upper airway cancer from light or moderate use, although evidence is mixed concerning possible carcinogenic risks of heavy, long-term use. Although regular marijuana smoking leads to bronchial epithelial ciliary loss and impairs the microbicidal function of alveolar macrophages, evidence is inconclusive regarding possible associated risks for lower respiratory tract infection. Several case reports have implicated marijuana smoking as an etiologic factor in pneumothorax/pneumomediastinum and bullous lung disease, although evidence of a possible causal link from epidemiologic studies is lacking. **In summary, the accumulated weight of evidence implies far lower risks for pulmonary complications of even regular heavy use of marijuana compared with the grave pulmonary consequences of tobacco.”***

*- Dr Donald Tashkin Head of Pulmonary, UCLA - Effects of Marijuana Smoking,*

2013

#### Harm reduction information:

- Although there is no evidence of lung damage or increased cancer risk from smoking pure cannabis - Effects of Marijuana Smoking Tashkin, et al. 2013, 20 year in the US. It is recognised that using tobacco with your cannabis is very harmful and can cause cancer. -

DO NOT USE TOBACCO OR CONSIDER REDUCING THE AMOUNT YOU USE WITH YOUR CANNABIS.

- It should be noted that vaporisation is cited as a safer method of instant onset, simple titration, consumption as it involves no combustion - [Decreased respiratory symptoms in cannabis users who vaporize](#), Dr Mitch Earleywine and Sara Smucker Barnwell, University of Albany, April 16 2007.

*“Cannabis smoking can create respiratory problems. Vaporizers heat cannabis to release active cannabinoids, but remain cool enough to avoid the smoke and toxins associated with combustion. Vaporized cannabis should create fewer respiratory symptoms than smoked cannabis. We examined self-reported respiratory symptoms in participants who ranged in cigarette and cannabis use. Data from a large Internet sample revealed that the use of a vaporizer predicted fewer respiratory symptoms even when age, sex, cigarette smoking, and amount of cannabis used were taken into account. Age, sex, cigarettes, and amount of cannabis*

*also had significant effects. The number of cigarettes smoked and amount of cannabis used interacted to create worse respiratory problems. A significant interaction revealed that the impact of a vaporizer was larger as the amount of cannabis used increased. These data suggest that the safety of cannabis can increase with the use of a vaporizer. Regular users of joints, blunts, pipes, and water pipes might decrease respiratory symptoms by switching to a vaporizer”*

Where possible UKCSC recommends you vaporise your cannabis.

It should also be mentioned that although cannabis poses no risk to a normal persons mental health those with a pre-existing or genetic mental health disorder may be at a slightly higher risk 7000 people would have to be prevented from using cannabis to stop one person potentially coming to harm - Assessing the impact of cannabis use on trends in diagnosed schizophrenia in the United Kingdom from 1996 to 2005, 2009 - Keele University.

It postulated that cannabis use in those whose families have a predisposition to schizophrenia or mental health conditions may have a higher incident of earlier onset of existing mental health conditions from using cannabis - many studies refute this causation. [A controlled family study of cannabis users with and without psychosis](#), 2013.

It should be borne in mind that even if this were the case, that to stop one case of early onset mental health conditions in a single individual so genetically inclined, one would need to stop around 7,000 people to prevent one person being affected, while alcohol causes 30 million hospitalisations annually.

DrugScience.org offers this advice on [cannabis](#).

When in doubt about your personal perceived risk, consult with a doctor regarding any family history of mental illness.

**Remember:**

- Don't mix cannabis and other drugs -
  
- Don't take synthetic cannabis agonists (“legal highs” ie ‘Spice’) - they have been linked to deaths in some parts of the world by causing cardiac stress and arrest, bursting ventricles and internal bleeding. This is due to uncontrolled marketing and testing of products that are being sold as “not for human consumption” but are known by both the trader and the consumer what the product is intended for.

**CLUB REGISTRATION**

Name of CSC:  
 Region:  
 Registered Address

Chair person:  
 UKCSC ID:  
 Phone Number:  
 E-mail:

Secretary:  
 UKCSC ID:  
 Phone Number:  
 E-mail:

Treasurer:  
 UKCSC ID:  
 Phone Number:  
 E-mail:

Other Board Members:

| Board Position | Name | UKCSC Number | E-mail | Phone Number |
|----------------|------|--------------|--------|--------------|
|                |      |              |        |              |
|                |      |              |        |              |
|                |      |              |        |              |
|                |      |              |        |              |

**This form must be filled in by the Club, and a copy returned to National**

## CSC CONSTITUTION

### 1. Name

The name of the association is 'The xxxxxx Cannabis Club'

### 2. Objects

1. The UKCSC and the xxxxxx Cannabis Club has the following objectives:
2. 1. To enable the framework for its clubs members to grow up to 9 tagged (seed to distribution) cannabis plants per person or in a collective garden of no more than 9 female plants, located either inside, in a room, locked, and not publically accessible; or outside, on private land, with no public access, with the permission of the land owner; with the correct health and safety precautions followed.
3. 2. To enable a framework to exist to allow its club's members to subscribe to an arranged amount of cannabis product each month/cycle from one of the approved Collective models.
4. 3. To enable the framework to exist to allow registered members to possess and carry up to an XXXXXXXXX of herbal cannabis with them at any time.
5. 4. To distribute UKCSC news, policy updates to the UKCSC Regions and publish results of research and information on the UKCSC website, forum and social media outlets.
6. 5. To further the harm reduction education to the wider cannabis community.
7. 6. To work with the authorities to accept these objectives for the model of regulated production in the UK.

Notes: The number of plants is based on the sentencing guideline limit of what is considered a personal grow. The amounts of dried cannabis are based upon the sentencing guideline limit of what is considered possession PLEASE NOTE: These are not legal or decriminalised amounts but guidelines set by the justice ministry in regards to sentencing of cannabis related crimes. Our aim is to work towards these amounts becoming used as guideline limits for any future legislation regarding legality.

### 3. Powers

In furtherance of its objectives, the association shall have the following powers:

1. To purchase, take on lease, hire, or otherwise acquire, any property or rights which are suitable for the association's activities.
2. To improve, manage, develop, or otherwise deal with, all or any part of the property and rights of the association.
3. To sell, let, hire out, license, or otherwise dispose of, all or any part of the property and rights of the association.
4. To borrow money, and to give security in support of any such borrowings by the association.
5. To employ such staff as are considered appropriate for the proper conduct of the association 's activities, and to make reasonable provision for the payment of the upkeep of the association.
6. To engage such consultants and advisers as are considered appropriate from time to time.
7. To effect insurance of all kinds (which may include officers' liability insurance).

8. To invest any funds which are not immediately required for the association 's activities in such investments as may be considered appropriate (and to dispose of, and vary, such investments) so as to maintain the associations non-profit status.
9. To liaise with other voluntary sector bodies, local authorities, UK or Scottish government departments and agencies, and other bodies, all with a view to furthering the association 's objects and harm reduction.
10. To establish and/or support any other charitable body, and to make donations for any charitable purpose falling within the association's objects.
11. To form any charitable company with similar objects to those of the association, and, if considered appropriate, to transfer to any such company (without any payment being required from the company) the whole or any part of the association's assets and undertaking.
12. To take such steps as may be deemed appropriate for the purpose of raising funds for the association's activities.
13. To accept grants, donations and legacies of all kinds (and to accept any reasonable conditions attaching to them).
14. To carry on any other lawful activities which further any of the above objects.

#### **4. Membership**

Full membership of the association shall be open to:

1. Individuals of 18 years and over.
2. Individuals who are valid residents of the UK.
3. Membership to the association shall be by made approval of the Executive Committee on the submission of a request in writing, or by submission of an application form signed by or on behalf of or the Chair of the CSC, or by written invitation of the Executive Committee and written acceptance.
4. The association's Executive Committee shall consider each application for membership at the first committee meeting which is held after its receipt; the committee shall, within a reasonable time after the meeting, notify the applicant of its decision.
5. The association's Executive Committee may, at its discretion, refuse to admit any CSC membership.
6. The association Executive Committee shall have the right, for good and sufficient reason, to terminate the membership of any individual or CSC by written notice, providing the member, or the representative of the CSC concerned, shall have the right of appeal, to be heard by the committee before a final decision is made.
7. The association's Executive Committee shall maintain a register of members, setting out associated membership number details, the date on which they were admitted to membership, and the date on which any individual ceased to be a member plus any additional data that may be required for statistical analysis and to present to any authority or governing body if required.
8. Any CSC who wishes to withdraw from membership shall send a signed notice to that effect to the UKCSC Board; the CSC shall cease to be a member on receipt of the notice.
9. CSC Membership under all categories shall be paid by subscription at a value determined annually by the UKCSC General Assembly at the first AGM and all national UKCSC dues paid at the same time.

## 5. Meetings

1. The association Executive Committee shall convene an Annual General Meeting (or AGM) in each year, not more than six months after the end of the financial year. Not more than 11 months shall elapse between one AGM and the next. The first AGM shall be held not later than [insert a date between 6-11 months from the date this constitution is approved].
2. The business of each AGM shall include: a report by the Chairperson on the activities of the association; consideration of the annual accounts and transfer to the UKCSC national regulatory body; the election/re-election of members of the association Executive Committee.
3. The association Executive Committee may convene a special General Meeting at any time, if called for by the Secretary or Chairperson, or if one quarter ( $\frac{1}{4}$ ) of the Clubs members submits a request in writing. The Secretary shall arrange the meeting within 4 weeks and shall give five days' notice to all members.
4. At least 4 weeks' notice of the meeting and 5 clear days' notice for wording must be given of any general meeting in writing by the Secretary to each member.
5. No business shall be dealt with at any meeting unless a quorum is present; the quorum for a meeting shall be 3 members including at least 2 members of the executive trio.
6. If a quorum is not present within 15 minutes after the meeting start time, or if, during a meeting, a quorum ceases to be present, the meeting shall be adjourned to a time and place as may be fixed by the Chairperson.
7. If the Chairperson is not present within 15 minutes after the meeting start time, the members of the Club executive committee shall elect someone from among themselves to act as Chairperson of that meeting.
8. All questions arising at any meeting shall be decided by a simple majority of the votes cast. Every member shall have one vote, which (whether on a show of hands or on a secret ballot) must be given personally.
9. If there are an equal number of votes for, and against, any resolution, the Chairperson shall be entitled to a casting vote.
10. If a secret ballot is demanded, it shall be taken at the meeting and shall be conducted in such a manner as the Chairperson may direct; the result of the ballot shall be declared at the same meeting.
11. The association's Executive Committee shall ensure that minutes are made of all proceedings at all meetings; a minute shall include the names of those present, and (if possible) shall be signed by the Chairperson of the meeting.

## 6. Club Executive Committee & Subcommittee

1. The minimum number of members of the association's Executive Committee shall be no less than 3.
2. The association's Executive Committee may at any time appoint any Club member to be a member of the committee.
3. The members shall elect at AGM from among themselves a Chairperson, a Treasurer and a Secretary, and the executive shall appoint other such office bearers as they consider appropriate.
4. A member of the association's Executive Committee must declare a personal interest in any transaction or other arrangement which the association is proposing to enter into; he or she will be barred from voting on the matter in question.

5. Members of the association's Executive Committee, if agreed, may be paid all travelling and other expenses reasonably incurred by them in connection with their attendance at meetings, or in connection with the carrying-out of their duties. If agreed by the members they may also receive a financial remuneration.
6. Any member of the association's Executive Committee may call a committee meeting or request the Secretary to do so.
7. The association's Executive Committee may, at its discretion, allow any person who they reasonably consider appropriate, to attend and speak at any committee meeting; any such person shall not be entitled to vote.
8. The association's Executive Committee may delegate any of their powers to any sub-committee consisting of one or more committee members and other members as it may determine; they may also delegate to the Chairperson of the Club (or the holder of any other post) such of their powers as they may consider appropriate.
9. The rules of procedure for any subcommittee shall be as prescribed by the association's Executive Committee

## **7. Accounts**

1. A bank account shall be opened in the name of the association. The association's Executive Committee shall authorise in writing three of their members, one of whom shall be the Treasurer, to sign cheques on behalf of the Club. All cheques must be signed by not less than two of the authorised signatories.
2. The management committee shall ensure that proper accounting records are kept and maintained in accordance with all applicable statutory requirements.
3. The Club executive committee shall prepare annual accounts and file with the UKCSC national body, complying with all relevant statutory requirements. Where external scrutiny is required under any statutory provisions (or if they otherwise think fit), they shall ensure that externally scrutiny of such accounts is carried out by a suitably qualified person.
4. A statement of the suitably prepared (and, where applicable, externally scrutinised) accounts for the last financial year will be submitted by the association's Executive Committee to the association's AGM and UKCSC national body.

## **8. Property**

The title to all property which may be acquired by or on behalf of the Club shall be held either in the names of the Chairperson, Treasurer and Secretary or in the names of Trustees of a Trust, or in name of a nominee company, established for that purpose. Any person or body in whose name the association's property is held shall act in accordance with the directions issued from time to time by the association's Executive Committee.

## **9. Dissolution**

1. If the association's Executive Committee determines that it is necessary or appropriate that the Club be dissolved, it shall convene a meeting of all the members; not less than 21 days' notice of the meeting (stating the terms of the proposed resolution) shall be given.
2. If a proposal by the Club executive committee to dissolve the Club is confirmed by a two-thirds majority of those present and voting, the committee shall have power to dispose of any assets held by or on behalf of the Club. Any assets remaining after satisfaction of

the debts and liabilities of the association shall be transferred to UKCSC National Body, to be decided by the members of the UKCSC Board on or at, or prior to, the time of dissolution. If the case is that the association exists beyond the duration of the UKCSC and this constitution has not been amended the balance should be transferred to NORML UK where it shall be kept until a resolution has been made.

#### **10. Alterations to the Constitution**

1. The constitution may be altered by a resolution passed by not less than two-thirds of those present and voting at a general meeting, providing due notice of the meeting, and of the resolution, is given.
2. No amendment to any clauses of the constitution may be made if the effect would be that the association would cease to be recognised by the UKCSC National Regulatory body

#### **11. Declaration**

This constitution was approved and adopted by The xxxxxx Cannabis Club, meeting held on xx/xx/2014.

The initial members of the management committee are:

Designation: Chairperson Signature

Name

Address

Designation: Secretary Signature

Name

Address

Designation: Treasurer Signature

Name

Address

**This form must be filled in by the Club, and a copy returned to National.**

**CSC ASSOCIATION STATUTES**

Date:

Elected Board Officials:

1. Chair -
2. Secretary -
3. Treasurer –
4. (Public Relations - )

Herewith agree to establish a non-profit club, with the following statutes:

**Title I. Name, seat, objective and duration**

**Article 1**

1. The Club has the name: " \_\_\_\_\_ ".
2. Here it is referred to as the "CSC".

**Article 2**

1. The seat of the CSC is located in

\_\_\_\_\_  
\_\_\_\_\_

2. The CSC is submitted to the Regional control of

\_\_\_\_\_.

It is recognised that the reason for this CSC formation is under the premise that -  
The UKCSC has surged as a response to the;

1. legal insecurity of purchase/supply, possession and cultivation of cannabis and to remove involvement in antisocial activities.
2. criminal black market – to divert funds away from organised crime that are used for serious criminal activity such as firearms trafficking and people trafficking.
3. low quality/incorrectly grown and potentially harmful, sometimes purposefully contaminated cannabis produced by gangs.
4. lack of medicinal quality cannabis and particular strains for patients that need it as a matter of necessity.
5. growing awareness of the successful cannabis research (not only but including and in particular GW Pharmaceuticals) which proves cannabis has medicinal benefits in the application of many illnesses and diseases that do not respond well or have failed to respond to pharmaceutical treatments;
6. these and other problems faced by cannabis consumers in the United Kingdom have led to recognition that in a lack of governmental responses a regulated non-profit model must be established to avoid the above problems. This club is part of a framework of national cannabis clubs regulated by the UKCSC.

### **Article 3**

A CSC has following objectives:

1. a) To allow the Club the choice to register Collectives to enable its members to grow up to 9 tagged (seed to distribution) cannabis plants per person or in a Collective garden of no more than 9 female plants, located either inside, in a room, locked, and not publically accessible; or outside, on private land, with no public access, with the permission of the land owner; with the correct health and safety precautions followed.  
b) To enable its members to subscribe to an arranged amount of cannabis product each month/cycle from one of the approved Collective models.  
c) To enable registered members to possess and carry up to an 90g (3oz) of herbal cannabis with them at any time.
2. To distribute UKCSC news, policy updates, and publishes results of research and information on their website, forum and social media outlets.
3. To further the harm reduction education to the wider cannabis community.
4. To support the cannabis community
5. To forge friendships and acquaintances.

Notes: The number of plants is based on the sentencing guideline limit of what is considered a personal grow. The amounts of dried cannabis are based upon the sentencing guideline limit of what is considered possession PLEASE NOTE: These are not legal or de-criminalised amounts but guidelines set by the justice ministry in regards to sentencing of cannabis related crimes. Our aim is to work towards these amounts becoming used as guideline limits for any future legislation regarding legality.

### **Article 4**

Once the Club has been established for an indefinite period, it can be dissolved at any time by the executive resignation, and no one willing to stand or the majority vote (75%) of members.

The calendar of the association coincides with the civil calendar, with the exception of the year in which the association was established, when the calendar of the association finishes on December 31. The financial year of the association runs between 1 January and 31 December.

## **Title II.**

### **Membership, admission and cancellation**

#### **Article 5**

The CSC has

1. Effective members, (fee paying members)
2. Board members. - Chair, Secretary, treasurer,
3. Associated members

In these statutes the term member only refers to ordinary effective members, except when the opposite is indicated. The membership is personal and non-transferable. The number of members is not limited, but cannot be less than three.

#### **Article 6**

Effective Members of the Club must be over the age of majority ie the age of 18 or above, has right of residency or individual refugee/travel visa status in the UK; Must support its objectives and agree to jointly vote on the clubs decisions and statutes. They must be accepted by permission of the clubs board or through the UKCSC approval process and be initially sponsored by an existing member in good standing .

#### **Article 7**

CSC's are entities admitted to the UKCSC club system by the UKCSC National board.

Members are natural or legal persons who are admitted to an association by the CSC.

Associated Members can be invited to the General Assembly but they do not vote nor can they be members of the Executive Committee.

#### **Article 8**

Cancellation of membership

Membership finishes:

1. when the club ceases to exist;
2. with the cancellation by the club, by means of a 75% majority vote of members and subsequent National request written by the club that must be at the disposal of the UKCSC secretariat at least three weeks before the proposed cessation of membership.
3. with suspension by the UKCSC National Executive Committee. The Executive Committee can suspend a CSC immediately when this CSC, after having been asked informally, formally and warned; does not fulfil its financial duties or when it acts against the statutes, the rules or the decisions of the association or causes unreasonable damage to the association. The decision is taken by the Executive Committee and communicated immediately to the CSC, mentioning the reasons. The affected party/ies/CSC can appeal to the General Assembly, but during the period of the appeal, membership is suspended, and the Club cannot exert its rights of membership. The suspension can be annulled or confirmed by the UKCSC National Board. The UKSCS Board withholds the right to suspend any Chair or Executive instead of enacting full CSC suspension, with a new Executive voted on by the CSC members.
4. The suspension and expulsion of clubs occurs in agreement with Article 12 of this statute. This does not liberate the club of their duty to pay their members contributions for the effective year should this not be carried out at renewal.

### **Title III**

#### **Executive Committee**

#### **Article 9**

The CSC Executive Committee consists of at least 3 people. The members of the Executive Committee are elected for a period of two years among the members of the association, in the

CSC Annual General Assembly. The Executive Committee assigns, among its members, a chairperson and a treasurer and secretary. The UKCSC National Board can suspend or dismiss a member of the CSC Executive Committee, by vote, should the club or executive be found in breach of conduct or regulation. This decision is taken by a 2/3 majority of votes of the UKCSC Board. The members of the club Executive Committee can resign at any time, with a written communication. The members of the CSC Executive Committee resign automatically every two years, and are immediately eligible to reapply. The Executive Committee can remove any members CSC/UKSC membership at any point by means of a 2/1 vote. A process of appeal must exist and until such time as such process is concluded, said membership will be suspended.

#### **Article 10**

The CSC Executive Committee must manage the general Assembly and responsibilities of the CSC. All the members of the CSC Executive Committee can represent the association publicly but must consult with UKCSC national on and before any and all law enforcement and public relation matters. For legal issues, the association is bound through the signature of the chairperson of the CSC Executive Committee or by someone appointed by him/her. Between the meetings of the CSC General Assembly the Executive Committee executes the decisions of the General Assembly and will be responsible to the UKCSC Board and General Assembly. The Executive Committee will meet at least three times a year, besides from the CSC Annual General Meeting, and will have a meeting within 3 months after each club General Assembly. The Executive Committee is responsible for:

1. preparing and implementing the policies adopted by the UKCSC General Assembly;
2. preparing for the General Assembly a yearly progress report on the CSC's activities;
3. informing the UKCSC Board/Region admin of its activities;
4. supervising the operational activities of the club;
5. issuing tags and memberships correctly,
6. promoting the co-operation between various members who are active in the club;

The chairperson of the club Executive Committee will be responsible for the direct supervision of the executive.

#### **Title IV.**

#### **The General Assembly**

#### **Article 11**

1. The CSC Executive Committee invites to the General Assembly, by means of a letter or electronic message to each member, with an anticipation of at least 30 days, at least once a year. The agenda is included in the communication.
2. The Executive Committee must summon to an Assembly in a term of 4 weeks if it receives a written request order to do so from at least one quarter ( $\frac{1}{4}$ ) of the total number of members. The request includes the subjects to discuss. If the Executive Committee does not respond to such request within 14 days after its receipt, the same applicants will be allowed to call upon the UKSCS national board to arrange for a club General Assembly in the way mentioned in this article. Half plus one of the present or represented members of the club constitutes a quorum.
3. The chairperson of the Executive Committee presides over the CSC General Assembly. In his/her absence another member of the Executive Committee takes his/her place.
4. The secretary or another person indicated by the chairperson takes notes.

5. Each member has one single vote in the CSC General Assembly. Each member can be represented by another member, by means of a written letter. The voting on issues takes place orally, whereas the voting on people takes place in writing. When voting on people, the person who has received an absolute majority of votes is elected. When nobody has obtained that majority, a second vote will be carried out between the 2 candidates who have received the largest amount of votes. Unless the statutes indicate another way, the General Assembly decides with a majority. In the cases anticipated by Article 12, nos. 1, 3 and 8, a majority of two thirds of the valid votes is required. When the votes equal, the proposal is considered rejected. Blank votes are invalid.
6. When during the Assembly the chairperson judges that a decision has been taken, this judgment will be definitive.
- 7.

### **Article 12**

The Club General Assembly is sovereign and decides particularly on:

1. amendments to the Statutes;
2. admission of members of the Executive Committee;
3. dismissal of members of the Executive Committee;
4. the establishment of membership fees;
5. approval of the annual report of the association presented by the Executive Committee, to present to the UKCSC national;
6. approval of the work plan and the budget of the club;
7. approval and modification of the mandate of the Secretariat; and
8. The dissolution of the executive.
9. Approval of the financial gesture of the club Executive Committee members (if any).
10. All other cases required by the statutes.

The exact text of a proposal to modify the statutes must be communicated, at least 5 days before the club General Assembly or meeting, by means of a letter or electronic message to all members.

### **Article 13**

The CSC General Assembly can establish rules with respect to:

1. membership.
2. the competencies of the Executive Committee.
3. the voting procedures.
4. the administration of the club
5. all other subjects in need of regulation and not covered by the UKCSC code of conduct or non-profit closed cycle models.
6. The modification of the rules can take place by decision of the General Assembly at the request of the Executive Committee or of 1/3 of the members. The rules cannot contain provisions that are opposite to these statutes or the UKCSC code of conduct.

## **Title V.**

### **The secretariat**

### **Article 14**

The secretariat of the CSC will be responsible for:

1. implementing the detailed work plan approved by the club Executive Committee;
2. the day to day administration, including fund raising, co-ordinating the CSCs activities and preparing the meetings of the club Executive Committee and the club General Assembly;
3. submission of an annual financial report to the club Executive Committee;
4. Preparation and presentation of the annual report of the association to the AGM and UKCSC national board.
5. Any public statements issued by the secretariat in the name of the club will be approved by the Chairperson of the Executive Committee or another member of the Executive Committee assigned by him/her, and approved by UKCSC National.

## **Title VI**

### **Financial Resources**

#### **Article 15**

The financial resources of the CSC are generated through inheritances, donations, regulated loans, contributions of members, and other concessions. It is not the objective of the club to make profits.

The CSC must register as a non-profit organisation.

## **Title VII**

### **Dissolution and establishment**

#### **Article 16**

The CSC dissolves when the General Assembly decides this with at least a majority of two thirds of the valid votes. The General Assembly decides on the destiny of a financial surplus in agreement with the objectives of the association and cannabis community.

If, after the decision to dissolve has been taken, no destiny to place the surplus of the association has been designated, the CSC Executive Committee will deposit them with the UKCSC national body for distribution. After the dissolution, the club continues existing as long as necessary to deposit its financial assets. During this period, the provisions of the statutes continue to be valid. In the documents that originate of the club, the term "in liquidation" will be added to its name. The decisions, the name and address of the designator will be published on the UKCSC website and forum and be sent out as a press release.

**This form must be filled in by the Club, and a copy returned to National**

## **Club Membership Pack Contents**

Region UKCSC Stickers

### **Contents of Club Membership Pack**

CSC Registration Documents

Organisation Structure

CSC Statutes

NGO Registration Documents

CSC Constitution

Bank Account Set Up Guide

Executive Role Description

Code of Conduct

Individual Register to Club Form

Grow Models/Q &A

How To: Register, Get Tags, Record Data

Complaints Process

Data Protection Statement

Fair Trade Calculator

Full UKCSC Document

List of 150 UKCSC ID Numbers to Allocate to Membership

Membership Register

**UKCSC MEMBER REGISTRATION & QUESTIONNAIRE**

**Compulsory Information:**

**UKCSC Number:**

**CSC Member ID:**

**E-mail Address:**

*A copy of this to be retained by the Club and copies forwarded to Club and National Administration.*

**Optional Questions**

- 1. How long have you been using cannabis? \_\_\_\_\_
- 2. How do you currently get access to cannabis? \_\_\_\_\_
- 3. How would you rate the quality of it? \_\_\_\_\_
- 4. How much cannabis do you use in a week? \_\_\_\_\_
- 5. How much do you spend on cannabis a week? \_\_\_\_\_

6. How do you consume your cannabis

- 1. Smoke \_\_\_\_\_
- 2. Vaporise \_\_\_\_\_
- 3. Tinctures \_\_\_\_\_
- 4. Extracts \_\_\_\_\_
- 5. Edibles \_\_\_\_\_

6. Have you ever had any negative effects from using cannabis? If so please describe the symptoms below.

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7. Would you describe your use as

- Medical \_\_\_\_\_
- Recreational \_\_\_\_\_
- Spiritual \_\_\_\_\_
- Any other reason (please give below)

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8. Do you have any medical conditions? Please list below with time of diagnosis.

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**COLLECTIVE REGISTRATION**

Name of Collective:

Model Type:

CSC:

Registered Point of Contact:

UKCSC ID:

CSC Member ID:

Phone Number:

E-mail:

| Member Number | Name | UKCSC Number | E-mail |
|---------------|------|--------------|--------|
|               |      |              |        |
|               |      |              |        |
|               |      |              |        |
|               |      |              |        |

Authorised by:

Member of the Club Executive

**This form must be filled in by the Collective, and returned to and authorised by the Club**

**TRANSPORT FORM**

Collectives must fill in this form to transfer produce to members or affiliates.

A single transfer must not exceed more than 99 grams (3.5 ounces).

Transport Date: \_\_\_\_\_

| #  | From<br>Collective/Affiliate | Serial<br>Number(s) | Weight<br>g | To<br>Collective/Affiliate/Member | Destination<br>(postcode) |
|----|------------------------------|---------------------|-------------|-----------------------------------|---------------------------|
| eg | WORC042                      | 673548OG1           | 26          | WMWOR021                          | RH12 1HH                  |
|    |                              |                     |             |                                   |                           |
|    |                              |                     |             |                                   |                           |
|    |                              |                     |             |                                   |                           |
|    |                              |                     |             |                                   |                           |

Club Admin \_\_\_\_\_

Club signature \_\_\_\_\_

Signed Date: \_\_\_\_\_

Transported by (name): \_\_\_\_\_

ID (passport/driver): \_\_\_\_\_

Transport signature \_\_\_\_\_

**This form must be filled in by the Collective, and returned to and authorised by the Club**

**Collective Membership Form (Template – retained by Collective)**

**Collective name:**

**Model: A / B / C**

To be retained by the Collective and Club only.

Date:

Name:

Age:

DOB:

UKCSC ID:

Club ID:

Collective Proof of ID Check (Attached): Passport/Driving License/EU ID Card

I agree to receive \_\_\_\_\_g of cannabis/\_\_\_ number of plants per harvest/week/month for the estimated sum of \_\_\_\_\_per gram, as reimbursement of costs.

I agree I can be a member of only one Collective at a time.

I declare that I am signing up to the Collective to receive an agreed amount of cannabis at an agreed schedule of time and estimated cost to:

- avoid dealing with the criminally controlled black market,
- stop funding what may be (or linked to) organised crime,
- remove myself from anti-social behavior,
- help put an end the criminal profits brought about by prohibition,
- Know that it is clean from contaminants and of a quality and standard that is suitable for consumption.
- know that I am getting a fair price,
- Support a self-regulated industry for adults that wants to reduce the harms associated with cannabis use.

New member signature\_\_\_\_\_

Date:\_\_\_\_\_

Collective signature\_\_\_\_\_

Date:\_\_\_\_\_

CSC Chair signature\_\_\_\_\_

Date:\_\_\_\_\_

Grow Room Signage:

# ATTENTION POLICE

You have entered a  
**UNITED KINGDOM CANNABIS SOCIAL CLUB**  
Tagged & Registered Collective Garden

BEFORE DAMAGING ANY  
PROPERTY PLEASE CONTACT  
UKCSC NATIONAL IMMEDIATELY

**info@ukcsc.co.uk**

[www.ukcsc.co.uk/tagged-cannabis-cultivation](http://www.ukcsc.co.uk/tagged-cannabis-cultivation)

*This garden is registered under the **tagged collective cultivation** models regulated by the UKCSC. Its purpose is to provide cannabis to registered individuals for personal and medical use. The cannabis in this garden is not for sale on the black market and is **not being grown for profit**. A Collective of **age consenting adults** share the product, to remove themselves from behavior that is considered anti-social, that **do not wish to fund** or have any ties with **organised and violent criminal gangs** often responsible for producing and selling poor quality cannabis.*

**THIS IS A HARM REDUCTION MEASURE IN RESPONSE TO THE HOME OFFICE'S FAILURE TO REGULATE THE CANNABIS MARKET AND INDUSTRY; AND PROVIDE SCIENTIFICALLY PROVEN SAFE, EFFECTIVE MEDICAL AND THERAPEUTIC TREATMENT TO THOSE THAT NEED IT AS A MATTER OF NECESSITY.**

# **POLITE NOTICE TO OFFICERS PLEASE READ**

- **This garden is not run by or for criminal purposes, or profit.**
- **Collectives are not dealers and do not deal.**
- **Cannabis cultivation is victimless. This garden adheres to strict guidelines in order to reduce harms associated with cannabis and its current black market problems and availability.**
- **We ask that you treat our members with the same respect that you would treat any citizen in the street. Under UK law citizens are innocent until proven guilty in a court of law.**
- **REMEMBER: many people use cannabis for medicinal reasons to treat both physical and psychological disorders. When dealing with our members please keep this in mind in order that you do not cause distress or discomfort to them for producing their own medicine where the UK Government has failed to.**

**COLLECTIVE REGISTRATION DETAILS & PLANT TAG SERIAL NUMBERS**

|                |                         |  |
|----------------|-------------------------|--|
| <b>ADDRESS</b> | <b>COLLECTIVE NAME</b>  |  |
| Address Line 1 | <b>COLLECTIVE ID</b>    |  |
| Address Line 2 | <b>REGISTERED CSC</b>   |  |
| Town           | <b>SOLICITORS</b>       |  |
| County         | <b>PHONE NUMBER</b>     |  |
| Post Code      | <b>NUMBER OF PLANTS</b> |  |

**VEG CYCLE LENGTH:** \_\_\_\_\_ **weeks** **FLOWER CYCLE LENGTH:** \_\_\_\_\_ **weeks**

|   |              |           | Week>  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|--------------|-----------|--------|-----------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| # | Plant Serial | Issued on | Expiry | Member ID |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1 |              |           |        |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |              |           |        |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |              |           |        |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |              |           |        |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**This form is filled in ONE PER GARDEN, not per collective, and returned to the Club.**



This table converts the original serial number into its new variant form for transfer.

| # | Original Plant Serial Number | Reason | New Serial Number | Amount (g) |
|---|------------------------------|--------|-------------------|------------|
|   |                              |        |                   |            |
|   |                              |        |                   |            |
|   |                              |        |                   |            |
|   |                              |        |                   |            |
|   |                              |        |                   |            |
|   |                              |        |                   |            |

This table shows where and how the complete final produce was allocated

| # | Serial Number | Member/Affiliate/Collective Number | Quantity (g) | Transfer Number/ Personal Collection |
|---|---------------|------------------------------------|--------------|--------------------------------------|
|   |               |                                    |              |                                      |
|   |               |                                    |              |                                      |

**This form must be filled in by the Collective, and a copy returned to the Club**

**TRANSFER RECORD FORM**

This form must be filled in when a Collective/Affiliate transfers produce (up to 320 grams at a time) to a Collective/Affiliate/Member.

**Transferring Collective/Affiliate ID:**

| Receiving Affiliate/Collective /Member | Product Serial | Amount | Received |
|--|----------------|--------|----------|
|  |                |        |          |
|  |                |        |          |
|  |                |        |          |

Receiving Collective/Affiliate/Member Signature:

\_\_\_\_\_

**This form must be filled in by the Collective and the member/collective/affiliate, and a copy returned to the Club**

**AFFILIATE REGISTRATION FORM**

Name of Affiliate Organisation:

Purpose of Organisation:

Region:

CSC (Optional):

Registered Address:

Registered Contact:

UKCSC ID:

Proof of ID:

Phone Number:

E-mail:

I agree

- To uphold the UKCSC Code of Conduct, Online Guidelines and ethos.
- Not to trade or cultivate outside of the UKCSC Agreed Cultivation Models.
- To uphold the values of the UKCSC at all times.

If the purpose of this organisation is the conversion of cannabis into another product, any staff members must be listed below.

| Position | Name | UKCSC Number | ID (Passport/Driver No) |
|----------|------|--------------|-------------------------|
|          |      |              |                         |
|          |      |              |                         |
|          |      |              |                         |
|          |      |              |                         |

**This form must be filled in by the affiliate and returned to National**