BUREAU OF CANNABIS CONTROL DISCIPLINARY GUIDELINES



OCTOBER 2018

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I. INTRODUCTION

Pursuant to Business and Professions Code section 26011.5, the protection of the public is of the highest priority for the Bureau of Cannabis Control (Bureau). In keeping with its mandate to protect the public, the Bureau has adopted these recommended uniform guidelines in order to promote consistency in disciplinary orders for similar offenses on a statewide basis. This document is intended for use by those involved in the administrative disciplinary process (e.g., Administrative Law Judges (ALJ), Deputy Attorneys General (DAG), Bureau licensees and their legal counsel, and other interested parties), and may be revised from time to time, and distributed to interested parties upon request.

The Bureau requests that the suggested disciplinary orders contained in these guidelines be levied consistently and appropriately, based on the nature and seriousness of the violation(s) confirmed in an administrative action. The Bureau recognizes that mitigating or aggravating circumstances, in addition to other factors, may necessitate departure from these recommended orders and terms of probation. If there are any deviations from the guidelines, the Bureau requests that the ALJ hearing the matter include an explanation in the Proposed Decision so that the circumstances can be better understood and evaluated by the Bureau before final action is taken.

Additionally, these guidelines only apply to formal administrative disciplinary processes. These guidelines do not apply to other alternatives available to the Bureau, such as administrative citations and fines, except in cases where an Accusation has been filed for failure to pay an assessed administrative fine and/or comply with an order of abatement issued by the Bureau.

II. FACTORS TO BE CONSIDERED IN DETERMINING PENALTIES

In determining whether revocation, suspension, probation, fine, or a combination is to be imposed in a given case, factors such as the following should be considered:

- 1. Nature and severity of the act(s), violations, offenses, or crime(s) under consideration.
- 2. Actual or potential harm to the public.
- 3. Actual or potential harm to any consumer.
- 4. Prior disciplinary and/or administrative record.
- 5. Number and/or variety of current violations.
- 6. Mitigating evidence.
- 7. Rehabilitation evidence, including but not limited to, a statement of rehabilitation containing any evidence that demonstrates fitness for licensure, or a certificate of rehabilitation under Penal Code section 4852.01.
- 8. In case of a criminal conviction, compliance with conditions of sentence and/or court-ordered probation.
- 9. Overall criminal record.
- 10. Time passed since the act(s) or offense(s) occurred.
- 11. If applicable, evidence of expungement proceedings pursuant to Penal Code Section 1203.4.
- 12. Whether the conviction is a felony conviction based on possession or use of cannabis goods that would not be a felony if the person was convicted during the time of licensure.

III. DISCIPLINARY GUIDELINES

The Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA) specifies the offenses for which the Bureau may take disciplinary action. Following are samples of the codes and regulation numbers, titles of the offenses and the associated Bureau determined disciplinary recommendations. When filing an accusation, the Bureau or Office of the Attorney General are not limited to the violations listed herein. They may also cite any and all additional related statutes and regulations violated not listed below. The following is *not* a comprehensive list of potential violations and in no way, should limit the Bureau or the Attorney General's Office from asserting any relevant and applicable violation. The Bureau suggests that for cases with multiple violations, suspensions or other disciplines run concurrently. All standard terms of probation as stated in these Disciplinary Guidelines shall be included for all probations.

As used in these Disciplinary Guidelines, statutes and regulations are referenced as follows:

Business and Professions Code: (B&P)

Title 16, California Code of Regulations: (CCR)

Penal Code: (PC)

California Code of Regulations Disciplinary Order Guidelines - Tier 1

Minimum: revocation stayed, 5 to 15-day suspension, a fine (as determined by the "Fine Formula" below), or a combination of a suspension and fine.

Maximum: revocation

Tier 1 discipline is recommended for:

• violations which are potentially harmful

Violations of the following codes are representative of this category:

Violation Description	Authority
Failure to Pay Appropriate Fees	CCR § 5015
Failure to Cancel, Destroy, or Surrender License	B&P § 119(d)
	CCR § 5022
Failure to Comply with Business Modifications	CCR § 5023
Requirements and Notice	
Use of Cannabis Diffuser or Vaporizer on	CCR § 5025
Licensed Premises	
Unauthorized Modification of Licensed Premises	B&P § 26055(c)
	CCR § 5027
Prohibited Distribution or Sale of Cannabis Goods	CCR § 5032
Designated "For Medical Use Only"	
Unauthorized Storage of Inventory	CCR § 5033
Failure to Maintain Records	B&P § 26160
	CCR §§ 5037, 5310, 5426, 5505-
	5507, 5739

Unauthorized Use of the Track and Trace System	CCR §§ 5048-5052
and Failure to Maintain Track and Trace System	
Requirements	
Failure to Properly Display and Post License	CCR § 5039
Failure to Comply with Advertising and	B&P §§ 26151- 26152
Marketing Requirements	CCR §§ 5040-5041
Failure to Maintain and Restrict Limited-Access	B&P § 26070
and Other Restricted Areas	CCR §§ 5042
Failure of Licensee or Employee to Properly	CCR § 5043
Display Licensee-issued Identification Badge	CCR y 5045
Failure to Comply with Security Requirements	CCR §§ 5044-5047 and 5403.1
Improper Acceptance or Rejection of Cannabis	CCR § 5052.1
	CCR § 3032.1
Goods Shipment	CCD 66 5054 5405() 5410() 1
Failure to Comply with Proper Cannabis	CCR §§ 5054, 5405(c), 5410(e) and
Destruction and Waste Management	5727(c)
Unauthorized Storage of Cannabis Goods and	CCR §§ 5033 and 5300-5302
Storage-only Services	
Failure to Comply with Packaging and Labeling	B&P §§ 26120-26121
Requirements	CCR §§ 5303, 5408(a)(3), and 5412
Failure to Comply with Insurance Requirements	CCR § 5308
Failure to Account for Inventory, or to Complete	CCR §§ 5051, 5309 and 5423-5424
Inventory Reconciliation as Required	
Unauthorized Return of Cannabis Goods	CCR §§ 5053 and 5410
Failure to Comply with Transportation	B&P § 26070
Requirements of Cannabis Goods	CCR §§ 5311-5312
Failure to Comply with Transport Personnel	CCR § 5313
Requirements	
Unauthorized Use of Distributor Transport Only	CCR § 5315
License	
Failure to Maintain Proper Chain of Custody of	CCR § 5706
Testing Sample	
Failure to Timely Submit a Certificate of Analysis	CCR § 5726
and Results	0011 3 0 1 20
Failure to Supply Requested Data to the Bureau in	CCR § 5732
a Timely Manner	COR § 5752
•	
Failure to Comply with Shipping Manifest	B&P §§ 26067 and 26070
Requirements	CCR § 5314
Failure to Confirm Age of Customers	B&P § 26140
Tundre to Commin rige of Customers	CCR §§ 5400 and 5402
Unauthorized Hours of Operation	CCR § 5403 and 5422(b)
Failure to Properly Display Cannabis Goods	CCR § 5405
Unauthorized Sale of Cannabis Plants and Seeds	CCR § 5408(a)-(b)
Use of Pesticide on Live Plants	CCR § 5408(c)
Give Away or Furnishing of Free Cannabis Goods	B&P § 26153
or Accessories	CCR § 5411
Failure to Comply with Exit Packaging	B&P § 26070.1
Requirements	CCR § 5413
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Failure to Comply with Delivery Requirements	CCR §§ 5415-5418 and 5421
Failure to Provide Delivery Request Receipts	B&P § 26090
	CCR § 5420
Receipt of Inventory That Does Not Meet	CCR § 5422
Requirements	
Improper Retailer Premises Transfer	CCR § 5427
Failure to Comply with Requirements for	CCR § 5600 et seq.
Temporary Cannabis Event License	•
Non-Permitted Use of License	B&P § 119(b)-(f)
Failure to Comply with Local Ordinance	B&P § 26030(f)
Regulating Commercial Cannabis Activity	
Failure to Comply with Operating Procedures	B&P § 26030(j)
Allowing for the Sale of Alcohol or Tobacco	B&P § 26054(a)
Products, or Storage or Consumption of Alcoholic	CCR § 5025(d)
Beverages, on Licensed Premises	
False or Misleading Health-Related Statements	B&P § 26154
Failure to Record Commercial Cannabis Activity	B&P § 26161
on Sales Invoice or Receipt	
Failure to Exercise Care for Safety of Self or	PC § 647(f)
Others Due to Being Under the Influence of an	
Intoxicating Substance	

California Code of Regulations Disciplinary Order Guidelines - Tier 2

Minimum: revocation stayed, 15 to 30-day suspension, a fine (as determined by the "Fine Formula" below), or a combination of a suspension and fine.

Maximum: revocation

Tier 2 discipline is recommended for:

- Violations with a serious potential for harm
- Violations which involve greater risk and disregard of public safety

Violations of the following codes are representative of this category:

Violation Description	Authority
Exceeding License Privileges for Commercial	B&P §§ 26050 and 26053
Cannabis Activity	
Holding an Interest in a Licensed Testing Laboratory	B&P § 26053(b)
and Other Commercial Cannabis License	
Unauthorized Use and Operation of Designated	CCR § 5025
Licensed Premises	
Sale or Delivery of Cannabis Goods to a Motor Vehicle	CCR § 5025(c)
Subletting of Premises	CCR § 5028
Failure to Comply with Track and Trace Reporting and	CCR §§ 5049-5051
System Reconciliation Requirements	

	CCD 9 5044
Failure to Comply with Video Surveillance System	CCR § 5044
Requirements	CCD 6 5045
Failure to Comply with Security Personnel	CCR § 5045
Requirements	D 0 D 0 26140
Failure to Comply with Age Restrictions for	B&P § 26140
Employees and Other Persons Retained by Licensee	CCR § 5031
Sale or Furnish of Adult-use Cannabis Goods to	B&P §§ 26030(g) and 26140
Minors	CCR § 5404(a)
Unauthorized Consumption of Cannabis Goods on	B&P § 26200
Licensed Premises	
Unauthorized Sale of Non-Cannabis Goods on	CCR § 5407
Premises	
Exceeding Daily Limits of Cannabis Goods Sales	CCR § 5409
Unauthorized Storefront Activities with Non-Storefront	CCR § 5414
Retail License	
Consumption of Cannabis Goods During Delivery	CCR § 5419
Failure to Ensure Laboratory Testing Arrangements,	CCR §§ 5304-5305, and 5307
Proper Sampling and Quality Assurance	
Failure to Present the Cannabis Goods Batch With	CCR § 5304 and 5305
Accurate Information, in its Entirety, and Final Form	
Reporting Results when Laboratory Quality Control	CCR § 5730
(LQC) Data is Outside of Acceptance Criteria and/or	
Not Analyzing Required LQC Samples	
Failure to Follow Good Laboratory Practices	CCR § 5729 and 5730
Unauthorized Remediation of Failed Sample Batches	CCR § 5306
Failure to Comply with Microbusiness Requirements	CCR § 5500 et seq.
Failure to Comply with Laboratory Testing	CCR § 5700 et seq.
Requirements	
Failure to Obtain a Representative Sample	CCR § 5707 and 5708
Unauthorized Re-sampling and/or Re-testing of a	CCR § 5305.1
Cannabis Goods Batch	
False or Misleading Declaration of Correction in a	CCR § 5801
Notice to Comply	
Prohibited Attire and Conduct	CCR § 5806
Prohibited Entertainers and Conduct	CCR § 5807
Allowing for the Copy or Display of a Fictitious	B&P § 119
License or a License that is Canceled, Revoked, or	
Altered	
Misdemeanor Offenses by Licensees	B&P § 125
Discipline by Another Agency	B&P § 141
Failure to Provide Safe Conditions for Inspection	B&P § 26030(i)
Engaging in any Prohibited Restraint of Trade, or	B&P § 26052
Other Prohibited Act to Create a Monopoly or Injure	
Competitors	
Violation of Building Standards or Regulations	B&P § 26056
Relating to Hazardous Materials	0
Failure to Comply with Manufacturing Standards	B&P §§ 26130-26133
to comply in interior conting Diminutes	1 = 33 = 20133

California Code of Regulations Disciplinary Order Guidelines - Tier 3

Minimum: revocation stayed, 45-day suspension, a fine (as determined by the "Fine Formula" below), or a combination of a suspension and fine.

Maximum: revocation

Tier 3 discipline is recommended for:

- Knowing or willfully violating laws or regulations pertaining to commercial cannabis activity
- Fraudulent acts relating to the licensee's commercial cannabis business

Violations of the following codes are representative of this category:

Violation Description	Authority
Engaging in Business Modification Practices without	CCR § 5023
Bureau Approval	
Failure to Notify the Bureau of a Change in Ownership	CCR §§ 5023(c) and 5024
Obtaining a License for Premises in Restricted	B&P § 26054
Location	CCR § 5026
Conducting Commercial Cannabis Activity with Non-	CCR § 5032(a)
Licensees	
Failure to Notify the Bureau of Criminal Acts, Civil	CCR § 5035
Judgments, Labor Standards Violations, and	
Revocation of a Local Authorization after Licensure	
Failure to Notify the Bureau of Significant	B&P § 26070 (k)
Discrepancy, Theft, Loss, and Criminal Activity	CCR § 5036
Restricting or Hindering the Examination of Books,	B&P §§ 26160-26161
Records, or Equipment	CCR §§ 5037(c)-(e) and 5800
False Reporting of a Disaster	CCR § 5038
Retail Sale of Untested Cannabis Goods, or Cannabis	CCR § 5406
Goods Not Received From a Licensed Distributor or	-
Licensed Microbusiness	
Sale of Customer-Returned Cannabis Goods	CCR § 5410(c)
Unauthorized Release of a Cannabis Goods Batch for	CCR §§ 5707-5708, 5710, 5715,
Retail Sale, Including Dry-labbing and/or False	5717 et seq., 5727, 5730
Reporting of Results	
Unauthorized Release of a Cannabis Goods Batch for	CCR §§ 5304, 5305, 5306, 5307,
Retail Sale or Distribution Transfers	5307.1, and 5307.2
Failure to Complete all Required Analyses at One	CCR § 5705
Licensed Laboratory Premises, Including	
Subcontracting or Transferring Samples Between	
Laboratories	
Amending or Changing a Regulatory Compliance COA	CCR § 5726
after Issuance	
Obstruction of Inspections, Investigations, or Audits	CCR § 5800
Failure to Provide Access to Premises for Any	CCR § 5800
Inspection, Audit, Review, or Investigation	

Delivery or Transport of Cannabis Goods Outside of	B&P § 26080
California or to a Publicly Owned or Leased Location	CCR § 5416(b)-(c)
Failure to Correct Any Objectionable Conditions on	CCR § 5808(a)-(b)
Premises	
Illegal Sale of Dangerous Drugs, or Other Controlled	CCR § 5808(e)
Substances	
Failure to Pay Fine	B&P § 125.9(b)(5)
	CCR § 5802
Engage in Conduct that is Grounds for Denial of	B&P § 480(a)
Licensure	
False Statement or Omission in Application	B&P § 480(d)
Conviction of a Crime Substantially Related to	B&P § 490(a)
Qualifications, Functions, or Duties of Licensure	
Securing License by Fraud, Deceit, or	B&P § 498
Misrepresentation.	
Failure to Pay Taxes	B&P § 26030(d)
Unauthorized Release of Patient Information	B&P § 26162.5

Fine Formula

In instances where the Bureau allows a fine to be paid, the following method will be used to calculate the fine.

Gross Revenue divided by Number of Days Open During the Preceding 12 Months = Average Daily Sale Amount

50% of the Average Daily Sale Amount multiplied by Number of Days of the Suspension = Potential Fine Amount

The books and records of the licensee shall be kept in such a manner that the gross revenue, average daily sale amount, and/or the loss of profits from commercial cannabis activity that the licensee would have suffered from a suspension can be determined with reasonable accuracy, and such books, records, and information shall be accessible to the Bureau to make an accurate and complete determination of any fine amount. The fine formula is a guide for calculating a fine amount and is not determinative of any assessed or final fine amount. The Bureau may in its sole discretion adjust the fine amount against any licensee to any amount within the minimum and maximum fine amounts, or to any amount exceeding the maximum fine amount for each license type. The factors the Bureau will consider in determining a fine amount include those factors under Section II of the Disciplinary Guidelines.

Minimum and Maximum Fine Amounts

The minimum and maximum fine amount is based on the tier the licensee falls into on the annual license fee schedule listed in 16 CCR § 5014. These fine amounts do not limit or supersede any fine amounts prescribed by statute, if the statutory fines exceed those amounts listed here. For instance, Business and Professions Code section 26160, subsection (f), provides that a licensee shall be subject

to a citation and fine of up to thirty thousand dollars per individual violation, for a failure to maintain or provide records as required pursuant to that section. The minimum fine amount for any disciplinary action shall not be less than \$1,000.

License Type	Gross Revenue (\$ Max. Per License)	Minimum Fine to Maximum Fine
Testing Laboratory	Less or equal to \$160,000	\$1,500 to \$6,000
	More than \$160,000 and less or equal to \$320,000	\$3,000 to \$12,000
	More than \$320,000 and less or equal to \$480,000	\$4,000 to \$16,000
	More than \$480,000 and less or equal to \$800,000	\$6,500 to \$26,000
	More than \$800,000 and less or equal to \$1.2 million	\$10,000 to \$40,000
	More than \$1.2 million and less or equal to \$2.0 million	\$16,000 to \$64,000
	More than \$2.0 million and less or equal to \$2.8 million	\$24,000 to \$96,000
	More than \$2.8 million and less or equal to \$4.4 million	\$36,000 to \$144,000
	More than \$4.4 million	\$56,000 to \$224,000
Distributor	Less or equal to \$1.0 million	\$1,000 to \$3,000
	More than \$1.0 million and less or equal to \$2.5 million	\$3,000 to \$12,000
	More than \$2.5 million and less or equal to \$5.0 million	\$5,625 to \$22,500
	More than \$5.0 million and less or equal to \$10.0 million	\$11,250 to \$45,000
	More than \$10.0 million and less or equal to \$20.0 million	\$22,500 to \$90,000
	More than \$20.0 million and less or equal to \$30.0 million	\$37,500 to \$150,000
	More than \$30.0 million and less or equal to \$50.0 million	\$60,000 to \$240,000
	More than \$50.0 million and less or equal to \$70.0 million	\$90,000 to \$360,000
	More than \$70.0 million	\$120,000 to \$480,000
Distributor Transport Only Self-Distribution	Less or equal to \$1,000	\$1,000 to \$2,000
	More than \$1,000 and less or equal to \$3,000	\$1,000 to \$4,000

Retailer		
recurrer	Less or equal to \$500,000	\$1,250 to \$5,000
	More than \$500,000 and less or equal to \$750,000	\$2,750 to \$11,000
	More than \$750,000 and less or equal to \$1.0 million	\$3,750 to \$15,000
	More than \$1.0 million and less or equal to \$1.5 million	\$5,500 to \$22,000
	More than \$1.5 million and less or equal to \$2.0 million	\$7,250 to \$29,000
	More than \$2.0 million and less or equal to \$3.0 million	\$11,250 to \$45,000
	More than \$3.0 million and less or equal to \$4.0 million	\$15,250 to \$61,000
	More than \$4.0 million and less or equal to \$5.0 million	\$19,250 to \$77,000
	More than \$5.0 million and less or equal to \$6.0 million	\$23,250 to \$93,000
	More than \$6.0 million and less or equal to \$7.5 million	\$28,500 to \$114,000
	More than \$7.5 million	\$48,000 to \$192,000
Microbusiness	Less or equal to \$1.0 million	\$2,500 to \$10,00
	More than \$1.0 and less or equal to \$2.0 million	\$6,000 to \$24,000
	More than \$2.0 and less or equal to \$3.0 million	\$10,000 to \$40,000
	More than \$3.0 and less or equal to \$4.0 million	\$16,000 to \$64,000
	More than \$4.0 and less or equal to \$6.0 million	\$22,500 to \$90,000
	More than \$6.0 and less or equal to \$7.0 million	\$30,000 to \$120,000
	More than \$7.0 and less or equal to \$10.0 million	\$40,000 to \$160,000
	More than \$10.0 and less or equal to \$20.0 million	\$50,000 to \$200,000

More than \$20.0 and less or equal to \$30.0 million	\$60,000 to \$240,000
More than \$30.0 and less or equal to \$40.0 million	\$70,000 to \$280,000
More than \$40.0 and less or equal to \$50.0 million	\$80,000 to \$320,000
More than \$50.0 and less or equal to \$60.0 million	\$90,000 to \$360,000
More than \$60.0 and less than or equal to \$80.0 million	\$110,000 to \$440,000
More than \$80 million	\$150,000 to \$600,000

IV. STANDARD CONDITIONS OF PROBATION

The protection of the public is the highest priority of the Bureau. In disciplinary matters where probation has been imposed, the Bureau believes the conditions of probation will help ensure public protection and allow the probationer the opportunity to demonstrate rehabilitation. The following conditions of probation provide for consumer protection and establish a mechanism to monitor the rehabilitation progress of a probationer. Generally, the Bureau recommends a minimum of three (3) years' probation.

Introductory Language and Conditions 1-9 are required as follows:

1. OBEY LAWS

Respondent shall obey all state and local laws. A full and detailed account of any and all violations of law shall be reported by the respondent to the Bureau in writing within seventy-two (72) hours of occurrence. To permit monitoring of compliance with this condition, respondent shall submit completed fingerprint forms and fingerprint fees within 45 days of the effective date of the decision, unless previously submitted as part of the licensure application process.

CRIMINAL COURT ORDERS: If respondent, or an owner of the respondent, is under criminal court orders, including probation or parole, and the order is violated, this shall be deemed a violation of these probation conditions, and may result in the filing of an accusation and/or petition to revoke probation.

2. SUBMIT WRITTEN REPORTS

Respondent, during the period of probation, shall submit or cause to be submitted such written reports/declarations and verification of actions under penalty of perjury, as required by the Bureau, but no more frequently than once each calendar quarter. These reports/declarations shall contain statements relative to respondent's compliance with all the conditions of the Bureau's Probation Program. Respondent shall immediately execute all release of information forms as may be required by the Bureau or its representatives.

3. <u>REPORT IN PERSON</u>

Respondent, during the period of probation, through its designated owner or owners, shall appear in person at interviews/meetings as directed by the Bureau or its representatives.

4. COMPLY WITH CONDITIONS OF PROBATION

Respondent shall fully comply with the conditions of probation established by the Bureau and cooperate with representatives of the Bureau in its monitoring and investigation of the respondent's compliance with the Bureau's Probation Program. Respondent shall inform the Bureau in writing within no more than 15 calendar days of any address change. Upon successful completion of probation, respondent's license shall be fully restored.

5. POSTING OF SIGN

During the period of suspension, Respondent shall prominently post a sign or signs, provided by the Bureau, indicating the beginning and ending dates of the suspension and indicating the reason for the suspension. The sign or signs shall be conspicuously displayed in a location or locations open to and frequented by customers. The location(s) of the sign(s) shall be approved by the Bureau and shall remain posted during the entire period of actual suspension.

Additionally, the Respondent shall circulate a notice of the conditions of probation to all employees and post the notice in a conspicuous place where notices to employees are posted or available to employees. New employees shall also be provided a copy of the notice of the conditions of probation.

6. MAINTAIN VALID LICENSE

Respondent shall, at all times while on probation, maintain a current and valid license with the Bureau, including any period during which suspension or probation is tolled.

7. COST RECOVERY

Respondent shall pay to the Bureau costs associated with its investigation and enforcement pursuant to Business and Professions Code Section 26031 in the amount of \$______. Respondent shall be permitted to pay these costs in a payment plan approved by the Bureau, with payments to be completed no later than three months prior to the end of the probation term.

If respondent has not complied with this condition during the probationary term, and respondent has presented sufficient documentation of good faith efforts to comply with this condition, and if no other conditions have been violated, the Bureau, in its discretion, may grant an extension of the respondent's probation period up to one year without further hearing in order to comply with this condition. During the one year extension, all original conditions of probation will apply.

8. LICENSE SURRENDER

During respondent's term of probation, if it ceases business or is otherwise unable to satisfy the conditions of probation, respondent may surrender its license to the Bureau. The Bureau reserves the right to evaluate respondent's request and to exercise its discretion whether to grant the request, or to take any other action deemed appropriate and reasonable under the circumstances, without further hearing. Upon formal acceptance of the tendered license, respondent will no longer be subject to the conditions of probation. Surrender of respondent's license shall be considered a disciplinary action and shall become a part of respondent's license history with the Bureau.

9. <u>VIOLATION OF PROBATION</u>

If a respondent violates the conditions of probation, the Bureau after giving the respondent notice and an opportunity to be heard, may set aside the stay order and impose the stayed discipline (revocation/suspension) of the respondent's license. If during the period of probation, an accusation or petition to revoke probation is filed against respondent's license, or the Bureau has served the respondent a notice of intent to set aside the stay, the Bureau shall have continuing jurisdiction, and the probationary period shall automatically be extended and shall not expire until final resolution of the matter.

VI. INTRODUCTORY LANGUAGE AND OPTIONAL TERMS AND CONDITIONS OF PROBATION

The following introductory language and all standard probation conditions are to be included in probationary decisions/orders. For applicants, cost recovery conditions do not apply. For licensees, all standard probation conditions apply. Optional terms and conditions may be included in orders of probation based upon violations.

INTRODUCTORY LANGUAGE FOR ALL ORDERS

IT IS HEREBY ORDERED that License Number	issued to Respondent	is
[revoked/suspended/fined] [for/in the amount of] [days/amount],	[however, the revocation is sta	yed]
and respondent is placed on probation for years on the foll	lowing conditions.	

SEVERABILITY CLAUSE – Each condition of probation contained herein is a separate and distinct condition. If any condition of this Order, or any application thereof, is declared unenforceable in whole, in part, or to any extent, the remainder of this Order, and all other applications thereof, shall

not be affected. Each condition of this Order shall separately be valid and enforceable to the fullest
extent permitted by law.