

**ILLINOIS STATE POLICE**  
**Transporter Security Operations Checklist**  
**8 Part 1300.500-595, 410 ILCS 705/40**



**Transporter Name:**

**Address:**

**Date Reviewed:**

**Approved:**  Yes  No

**Reviewer 1:**

**Reviewer 2:**

Item Ref. #	Security Component <i>(Items italicized in parentheses indicate ISP best practice standard)</i>	Admin. Rule Citation	Yes	No	Meets ISP Std.
	<b>License Requirements</b>	8 part 1300.500			
1	A transporter may not transport cannabis or cannabis-infused products to any person other than a cultivation center, a craft grower, an infuser, a dispensing organization, a testing facility, or as otherwise authorized by rule [410 ILCS 705/40-25(b)].	c)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>License Application</b>	8 part 1300.510			
2	An applicant applying for a Transporter License shall electronically provide the following: <ul style="list-style-type: none"> <li>Proposed operating by-laws and plans that include procedures for the oversight of the transporter, including the development and implementation of an accurate recordkeeping plan, staffing plan, and security plan that are in accordance with the rules issued by the Department of Agriculture under the Act; a physical inventory shall be performed of all cannabis on a weekly basis by the transporter;</li> </ul>	d) 6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3	<ul style="list-style-type: none"> <li>Verification from ISP that all background checks of the prospective principal officers, board members, and agents of the transporter have been conducted. If ISP has not completed the background check, then the applicant shall provide verification that the request has been submitted to ISP;</li> </ul>	d) 7)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	<ul style="list-style-type: none"> <li>The number and type (make, year, and model) of equipment the transporting organization will use to transport cannabis and cannabis infused products. [410 ILCS 40/10(a)(11)]</li> </ul>	d) 11)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Item Ref. #	Security Component <i>(Items italicized in parentheses indicate ISP best practice standard)</i>	Admin. Rule Citation	Yes	No	Meets ISP Std.
	<b>License Application (continued)</b>	8 part 1300.510			
5	<ul style="list-style-type: none"> <li>Loading, transporting, and unloading plans [410 ILCS 40/10(a)(12)]</li> </ul>	d) 12)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6	A description of the device that the transporter plans to use to provide GPS monitoring of equipment transporting cannabis containers, as required by Section 1300.595;	d) 15)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Records</b>	8 part 1300.580			
7	Each transporter shall keep and maintain upon the licensed premises for a 5-year period true, complete, legible and current books and records, including but not limited to all daily inventory reports organized in a chronological manner.	a)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8	Each transporter is responsible for keeping and maintaining records that clearly reflect all financial transactions and the financial condition of the business. The following records must be kept and maintained on the licensed premises for a 5-year period and must be made available for inspection if requested by the Department, and, when applicable, DOR: <ul style="list-style-type: none"> <li>All employee records, including training, education, discipline, etc.; and</li> </ul>	b) 4)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	<ul style="list-style-type: none"> <li>Records of any theft, loss or other unaccountability of any cannabis.</li> </ul>	b) 5)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**License Requirements and Application and Records Notes:**

	<b>Agents and Identification Cards</b>	8 part 1300.590			
10	No person shall begin working at a transporter prior to receiving his or her transporter agent ID card.	e)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11	A transporter agent must keep his or her ID card visible at all times when on the property of a cannabis business establishment, and at all times during the transportation of cannabis when acting under his or her duties as a transporter agent.	g)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	Upon termination of employment, the transporter agent ID card shall be immediately returned to the transporter. The transporter shall promptly return the ID card to the Department.	h)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13	Any transporter agent ID card that is lost, destroyed or stolen shall be reported to ISP and the Department immediately upon discovery of the loss, destruction or theft. The fee for the issuance of a replacement identification card shall be \$50.	i)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14	If a transporter agent fails to renew his or her ID card before its expiration, he or she shall cease to work as an agent of the transporter until the ID card is renewed.	k)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**License Requirements and Application and Records Notes:**

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	<b>Operations</b>	8 part 1300.595			
15	A transporter shall not transport cannabis or cannabis-infused products unless it is first packed in a cannabis container by the shipping cannabis business establishment.	a) 3)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16	Once the transporter receives a cannabis container, it must create a daily inventory. The report must include: A) The name of the cannabis business establishment that provided a cannabis container for pick-up, the name of the agent who provided the containers and the time and location of pick-up; B) A notation of the traceable information located on the cannabis container, including the type of cannabis and weight; and C) Upon the completion of the delivery, the name of the cannabis business establishment where the cannabis container was delivered, the agent receiving the delivery, and the time and location of delivery	a) 4)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
17	A transporter agent shall not open a cannabis container. Once a cannabis container is packed and sealed for delivery, only the following may open a cannabis container: A) The cannabis business establishment that initiated a request to ship; B) The cannabis business establishment intended for delivery; C) Local, State or federal law enforcement; or D) An employee of DFPR or the Department.	a) 5)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
18	No person under the age of 21 years shall be in a commercial vehicle or trailer transporting cannabis. [410 ILCS 705/40-25(f)]	a) 6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
19	No person or individual who is not a transporter agent shall be in a vehicle while transporting cannabis goods. [410 ILCS 705/40-25(g)]	a) 7)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20	A transporter may not use commercial motor vehicles with a weight rating over 10,001 pounds. [410 ILCS 705/40-25(h)]	a) 8)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
21	A transporting organization agent must keep his or her identification card visible at all times when on the property of a cannabis business establishment and during the transporting of cannabis when acting under his or her duties as a transportation organization agent. During these times, the transporting organization agent must also provide the identification card upon request of any law enforcement officer engaged in his or her official duties. [410 ILCS/40-25(j)]	Statute Only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
22	A copy of the transporter's registration and a manifest for the delivery shall be present in any vehicle transporting cannabis. [410 ILCS 705/40-25(k)]	a) 9)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
23	Cannabis or cannabis-infused products shall be transported so it is not visible or recognizable from outside the vehicle. [410 ILCS 705/40-25(l)]	a) 10)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

24	Only vehicles that have a license plate number and vehicle identification number on file with the Department and that have been issued a vehicle registration may be used to transport cannabis.	a) 11)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
25	A vehicle transporting cannabis must not: A) Bear any markings to indicate the vehicle contains cannabis; or	a) 12) A)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
26	B) Bear the name or logo of the cannabis business establishment. [410 ILCS 705/40-25(m)]	a) 12) B)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
27	All cannabis transported by a transporting organization must be entered into a data collection system and placed into a cannabis container for transport. [410 ILCS 705/40-25(c)] <i>(Cannabis containers should be of metal or high-density plastic construction. The containers should be lockable, rigid, hard-sided, and be impact resistant.)</i>	a) 13)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
28	The cannabis container must be transported in an enclosed, locked storage compartment that is secured or affixed to the vehicle. [410 ILCS 705/40-25(n)] <i>(The lock on the storage compartment should be reinforced.)</i>	a) 13)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Operations (continued)</b>		8 part 1300.595			
29	<i>(Transportation vehicles should have forward and rear facing exterior cameras.)</i>	ISP standard only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
30	<i>(Transportation vehicles should have physical locking barriers separating the driving cabin from cargo compartment.)</i>	ISP standard only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
31	<i>(Reinforced locking devices should be installed on all exterior doors.)</i>	ISP standard only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
32	<i>(Transportation vehicles should have reinforced or no side windows.)</i>	ISP standard only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
33	Transporters shall not transport cannabis or cannabis products across state lines.	a) 14)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
34	All vehicles transporting cannabis must be equipped with a Global Positioning System (GPS) based tracking device.	a) 15)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
35	The GPS tracking device shall be capable of allowing the transporter to track the vehicles at all times.	a) 15)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
36	The GPS tracking system shall also be able to store historic data (for no less than 12 months) and shall permit the Department to search all real-time and archived data upon request.	a) 15)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
37	A transporter agent shall notify local law enforcement, ISP, and the Department within 24 hours after the discovery of any loss or theft. Notification shall be made by telephone, in person, or by written or electronic communication. [410 ILCS 705/40-25(e)]	c)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
38	<i>(The transporting organization should provide documentation on policies and procedures for dealing with crashes, ambushes, inclement weather, and other security related events.)</i>	ISP standard only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
39	<i>(When transporting cannabis products, two persons (a driver and assistant) should be present.)</i>	ISP standard only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
40	<i>(The vehicle cannot be left unattended when cannabis is present in the vehicle.)</i>	ISP standard only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

41	<i>(The transporting organization should provide documentation on policies and procedures for dealing with errors or discrepancies in accepting or delivering product.)</i>	ISP standard only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
42	<i>(Should the transportation organization transport cash payments, the organization should develop a security plan addressing such transportation. The Security Plan should include procedures relating to acceptance of the cash, safe storage, and record keeping.)</i>	ISP standard only	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Operations Notes:**

**Overall Notes:**

**Reviewer 1:**

**Reviewer 2:**

**Date Reviewed:**

**Approved:**

 **Yes**
 **No**