**MEMORANDUM FOR ALL AMERICAN SHAMAN AFFILIATES**

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| **Author:**Jade Mitchell | **Date:** | **AM NUMBER:** AM-001 |
| **Reviewed By:**Jim Cobb | **Date:** | **REVISION:** 1 |
| **Approved By:**Vince Sanders  | **Date:** | **EFFECTIVE DATE:****09/10/2020** |

1. **Title:**

Memorandum For All American Shaman Affiliates

1. **Purpose**

The objective of this Memorandum is to notify all persons affiliated with American Shaman of the upcoming changes that are going to occur with future products being formulated.

1. **Scope:**

This Memorandum is set in place to better facilitate the future changes that are going to occur with American Shaman products.

1. **Responsibility:**

It is the responsibility for employees at American Shaman to assist anyone who is affiliated with the company about the changes that have occurred with the product lines.

1. **Definitions:**
	1. Full Spectrum Oil- A hemp concentrate produced that preserves the full cannabinoid and terpene contents of the raw hemp plant.
	2. Potency- A measure of activity expressed in terms of the amount required to produce an effect of given intensity.
	3. Formulation- A material or mixture prepared according to a particular formula.
2. **Product Explanation:**
	1. Full Spectrum Oil Change
		1. American Shaman will be using hemp grown by our American Shaman farm located in Montana. The new oil being used in the formulations is also sourced from our extraction facility located on the same property as our hemp farm.
		2. It has been tested for the following parameters: Cannabinoid profile, Terpenes, Residual Solvents, Mycotoxins, Heavy Metals, and Pesticides.
			1. All parameters passed for the specifications listed above. Which enabled our team to move forward with lab batch testing.
		3. The oil used in future formulations is of a higher purity than the oil used in previous batch formulations.
			1. The higher purity of the oil resulted in a lighter color (amber/honey) of the oil. Which will change the overall color of all the products being produced by American Shaman. The result of the color is from the filtering process, which removes higher content of the chlorophyll from the plant material. The extraction of the oil is performed using wiped film distillation.
			2. Previous Full spectrum products produced by American Shaman originally had an opaque colorization. The new products will be of lighter color.
			3. **THIS DOES NOT MEAN THAT THE PRODUCTS ARE ZERO THC BASED OFF OF THE VISUAL REPRESENTATION.**
		4. American Shaman continuously provides the best products possible for all of our customers and wants everyone affiliated with American Shaman to be well informed of the changes that are going to occur over the next couple of months. We hope the transition will be as smooth as possible.
			1. Our Franchise division and customer service team will assist with any questions that may arise with the upcoming changes.
3. **Revision Audit Trail:**
	1. New AM