



Illinois Department of Financial and Professional Regulation

Division of Professional Regulation

JB PRITZKER
Governor

DEBORAH HAGAN
Secretary

CECILIA ABUNDIS
Acting Director
Division of Professional Regulation

May 1, 2020

Dear Licensees,

Yesterday, Governor J.B. Pritzker issued [Executive Order 2020-34](#), which relaxes certain provisions related to new dispensing organization agents. Please read this notice carefully for more information related to the Executive Order.

- Section 2 of the Executive Order is only effective during the duration of the Governor's disaster proclamations. The current disaster proclamation is scheduled to conclude on May 30. As such, unless the disaster proclamation is extended, no persons can work in a dispensary on May 31 or later if they have not yet received an agent identification card. To ensure continuity in operations, dispensing organizations are advised to continue to submit applications for new agents as soon the agent is hired, so agents can receive their badges in the most timely manner possible.
- Section 2 relaxes certain requirements provided agents have "*written confirmation from IDFP*R that the dispensing organization agent had submitted a completed application to IDFPR prior to beginning work at a dispensary..." Please use the receipt generated when you apply for an agent badge as this written confirmation. Print out the receipt with the time and date of the e-mail receipt visible on the printed document. An Agent-in-Charge or Principal Officer may hand write the agent's name on the printed receipt and the AIC or PO must sign the receipt to confirm the receipt is associated with the agent's name written on the receipt. Agents are advised to keep their State ID or Driver's License with them, so DFPR inspectors may confirm their identity against the receipt.
- Section 2 of the Executive Order does not apply to Agents-in-Charge and Principal Officers who must still receive background checks before serving in their assigned role and must wear agent badges when working at the dispensary.
- Agents working at a P.O.S. station must log into the P.O.S. system with credentials that are unique to each agent. Though agents won't be required to enter their respective registry identification number into the State verification system before making a sale, he/she must be logged in using an e-mail address or other unique identifier to log the sales he/she makes.