

| | | |
|--|---|--------------------------------|
| Bulletin Number: AK_IB_0026 | Distribution Date: 2/10/20 | Effective Date: 2/10/20 |
| Contact Point: Metrc® Support | Subject: New Enhancements in Metrc | |
| Reason: Metrc is providing an update on our newest enhancements for Multiple Drivers, and Sales Deliveries. | | |

Greetings Metrc Users,

Metrc is pleased to provide information on our newest enhancements within the software that will be available on February 10th, 2020.

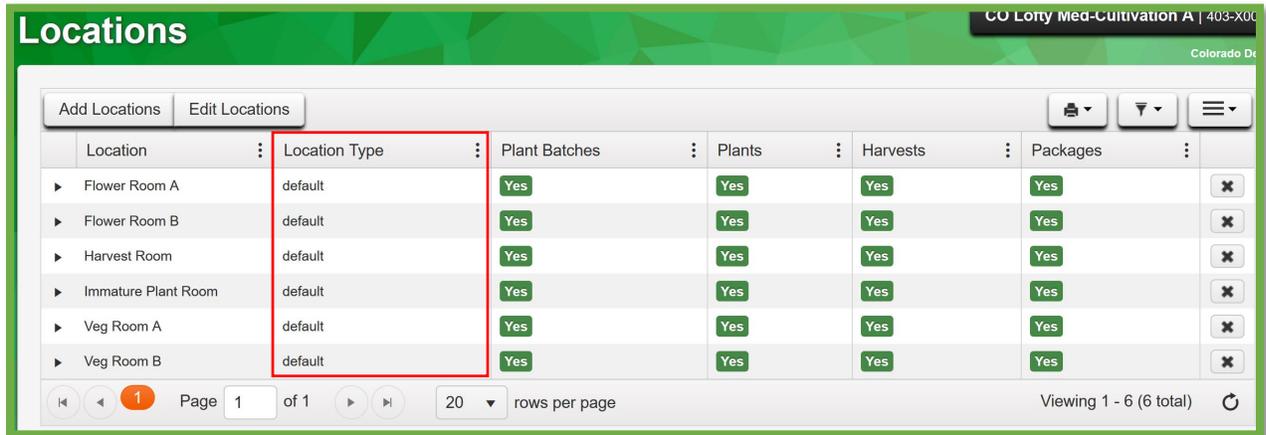
Users who have the ability to create and associate a Room to Plant Batches, Plants, Harvests, or Packages will now see these columns referenced as a Location. A Location will function in the same way a Room has in Metrc. Initially, users will see a new field in the Location grid that is referenced as Location Type. This will automatically be set as “default” and any Locations that have already been created will be associated to the “default” status. If there is a change to a Location Type configuration, users will be notified in advance with a bulletin.

When creating Licensed Transfers, users will now be able to designate multiple drivers per transporter. Once a transporter is designated and the transfer is saved, users with access to the Transfers Hub in Metrc will now be able to utilize the “Lookup” feature for saved driver and vehicle information when editing a transfer.

Please find on the following pages a detailed description of the enhancements:

New Enhancement: Locations

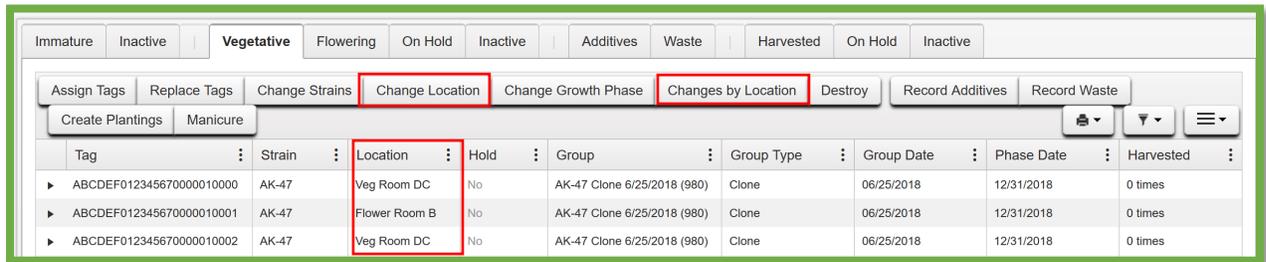
Any user with permissions to the Rooms grid in Metric will now see that it has been replaced by Locations. All areas in Metric that were previously referenced as a Room will now show as a Location. All existing entries will not be affected by this change. Each existing Location will be associated a “default” Location Type as seen in **Figure 1** that allows for the usage of that Location in any area of Metric.



| Location | Location Type | Plant Batches | Plants | Harvests | Packages |
|-----------------------|---------------|---------------|--------|----------|----------|
| ▶ Flower Room A | default | Yes | Yes | Yes | Yes |
| ▶ Flower Room B | default | Yes | Yes | Yes | Yes |
| ▶ Harvest Room | default | Yes | Yes | Yes | Yes |
| ▶ Immature Plant Room | default | Yes | Yes | Yes | Yes |
| ▶ Veg Room A | default | Yes | Yes | Yes | Yes |
| ▶ Veg Room B | default | Yes | Yes | Yes | Yes |

Figure 1: New Location Grid

All buttons and columns in Metric where a Room was utilized will now be referenced as a Location. **Figure 2** provides an example of how these changes will look once updated. All existing inventory will automatically be associated to the same Location it was in prior to the change.

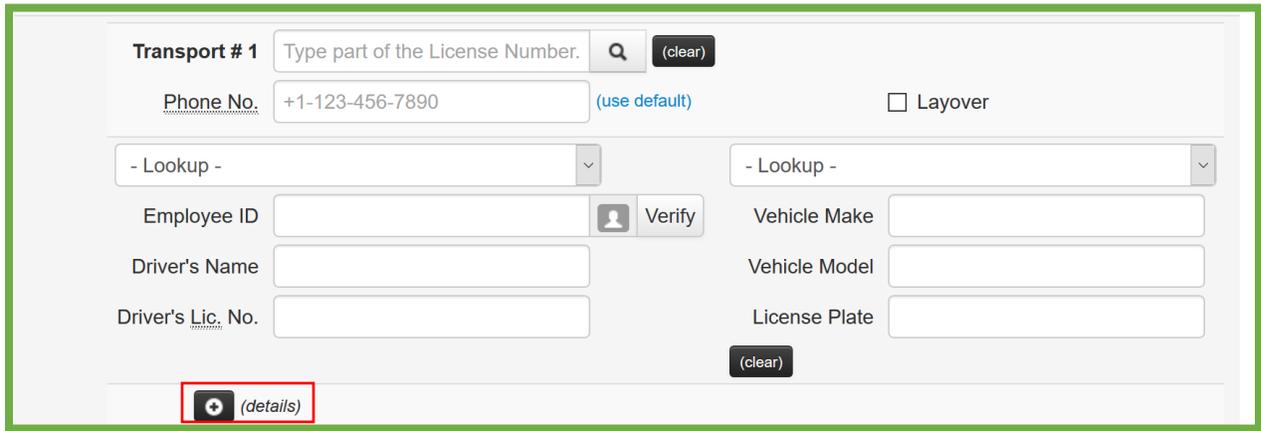


| Tag | Strain | Location | Hold | Group | Group Type | Group Date | Phase Date | Harvested |
|----------------------------|--------|---------------|------|-----------------------------|------------|------------|------------|-----------|
| ▶ ABCDEF012345670000010000 | AK-47 | Veg Room DC | No | AK-47 Clone 6/25/2018 (980) | Clone | 06/25/2018 | 12/31/2018 | 0 times |
| ▶ ABCDEF012345670000010001 | AK-47 | Flower Room B | No | AK-47 Clone 6/25/2018 (980) | Clone | 06/25/2018 | 12/31/2018 | 0 times |
| ▶ ABCDEF012345670000010002 | AK-47 | Veg Room DC | No | AK-47 Clone 6/25/2018 (980) | Clone | 06/25/2018 | 12/31/2018 | 0 times |

Figure 2: New Change Location Buttons and Column

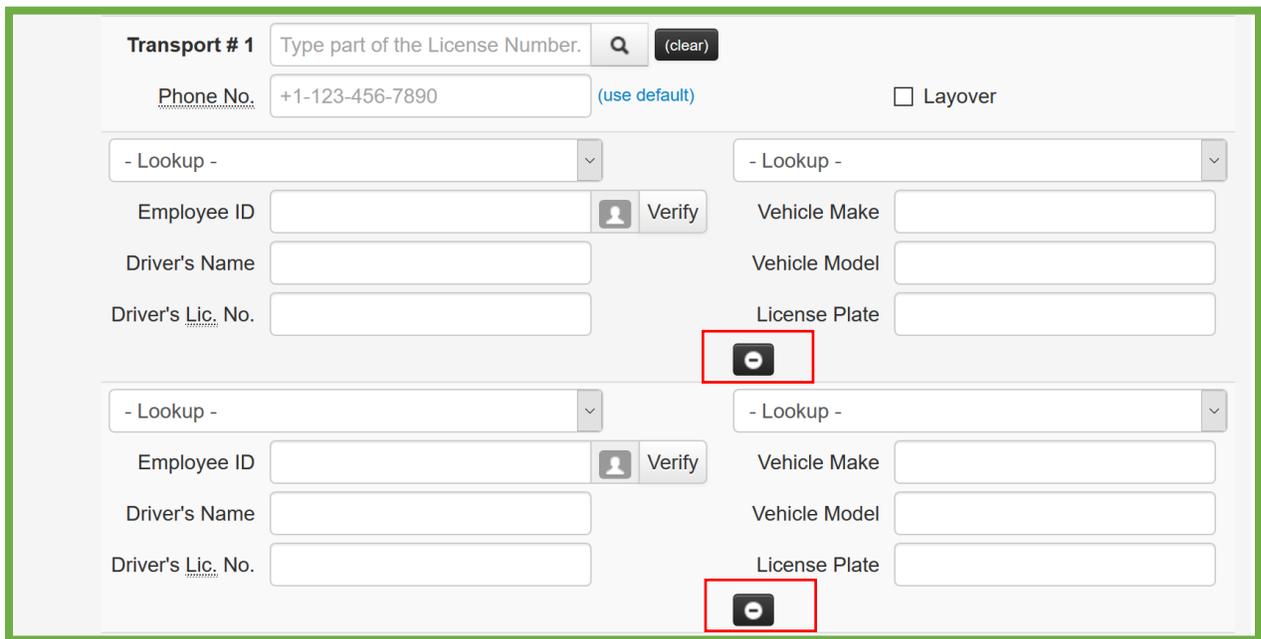
New Enhancement: Add Multiple Drivers

When creating a licensed transfer, users will now see a new  (details) icon in **Figure 3** beneath the driver's information. When selected, a second row will populate allowing a user to record multiple drivers within a single transporter as seen in **Figure 4**. The  icon allows for the user to remove the row as needed.



The screenshot shows a form for creating a licensed transfer. At the top, there is a search bar for the license number and a phone number field. Below these are two dropdown menus for vehicle lookup. The main section contains fields for Employee ID, Driver's Name, Driver's License Number, Vehicle Make, Vehicle Model, and License Plate. A 'Verify' button is next to the Employee ID field. A 'Layover' checkbox is on the right. At the bottom left, a plus icon with the text '(details)' is highlighted with a red box.

Figure 3: Updated Licensed Transfer Layout



This screenshot shows the same form as Figure 3, but with a second driver entry added below the first. Each entry has its own set of fields and a 'Verify' button. A minus icon with a red circle is highlighted with a red box in the middle of the second entry, and another minus icon with a red circle is highlighted with a red box at the bottom of the second entry.

Figure 4: Multiple Drivers for a Single Transporter

Update: User Guides

Metrc has updated both the Manual / User Guide and the Alaska Supplemental Guide which can be found underneath the Support dropdown menu.

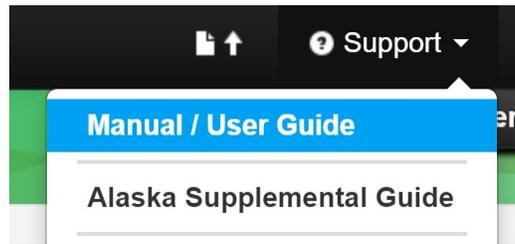


Figure 5: Support Menu Dropdown

Please feel free to contact support at support@metrc.com or 877-566-6506 with any questions.