

Bulletin Number: DC_IB_013	Distribution Date: 12/26/18	Effective Date: 12/26/18
Contact Point: Metrc® Support	Subject: Change to Source Package Creation	
Reason: Metrc is providing details on an upcoming configuration change for restrictions to “Opening Balance Packages”.		

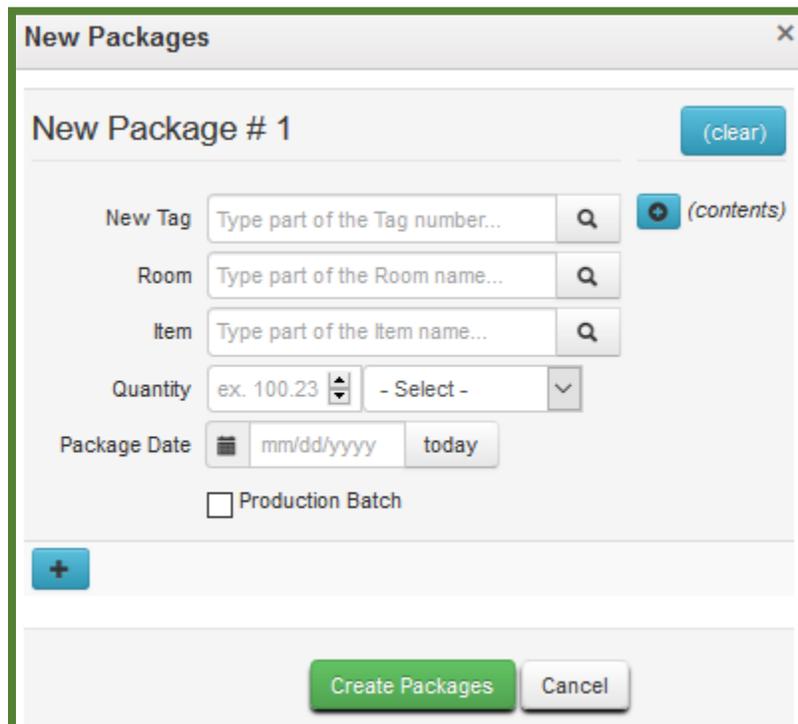
Greetings Metrc Users,

The DOH has stipulated that in order to ensure traceability and accurate reporting in Metrc, licensees will no longer have the ability to create opening balance packages without first obtaining approval. From now on, all packages created in Metrc must have a source Harvest, or Package within the system identified on the right, as shown in Figure 2 below.

Businesses seeking an exemption or extension must contact the DOH for approval before reaching out to Metrc Support to temporarily reinstate the ability to create packages without a source within the system. Metrc will verify DOH approval before temporarily reinstating the ability to create Opening Balance Packages. The ability will be restricted once again after the approved packages have been created in the system.

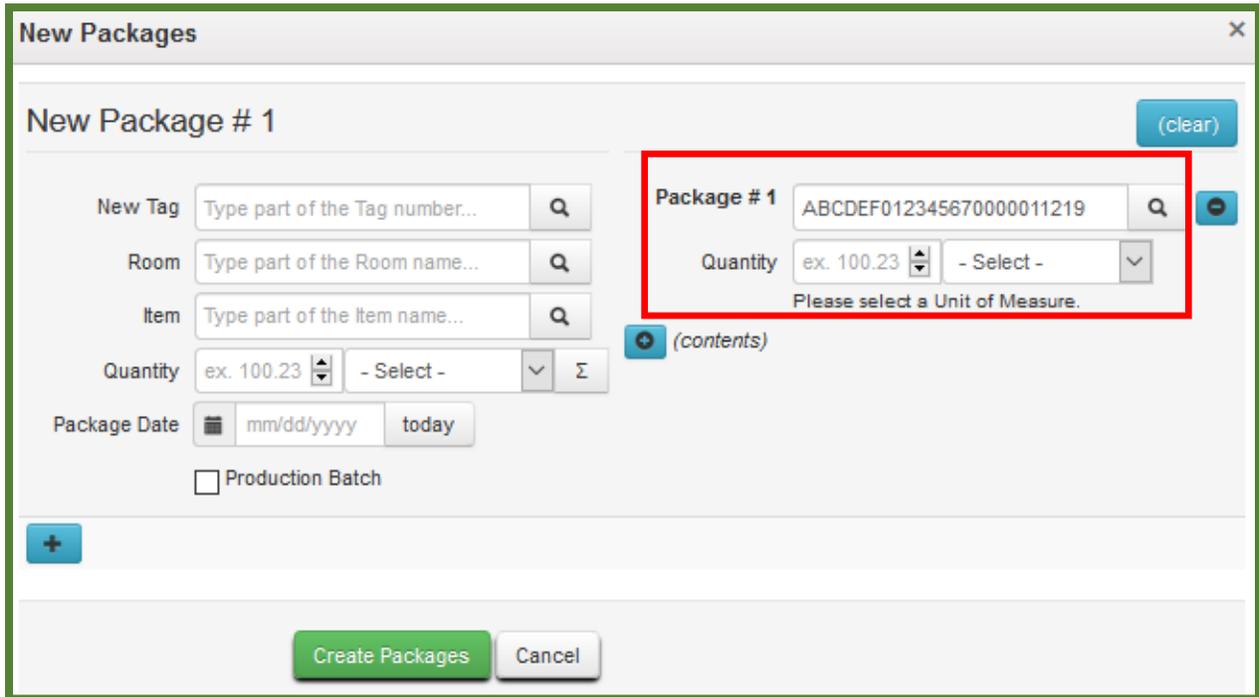
These changes are effectively immediately upon release of this bulletin on the date specified in the distribution details at the top of the page.

Figure 1: Example Opening Balance Package



The screenshot shows a web form titled "New Packages" with a close button (X) in the top right corner. Below the title is a sub-header "New Package # 1" and a "clear" button. The form contains several input fields: "New Tag" with a search icon and a "(contents)" button; "Room" with a search icon; "Item" with a search icon; "Quantity" with a numeric input field showing "ex. 100.23" and a "- Select -" dropdown; "Package Date" with a calendar icon, a text input "mm/dd/yyyy", and a "today" button. There is an unchecked checkbox for "Production Batch". At the bottom, there is a blue "+" button and two buttons: "Create Packages" (green) and "Cancel" (grey).

Figure 2: Example Package with a Source



The screenshot shows a web application window titled "New Packages" with a close button (X) in the top right corner. The main content area is titled "New Package # 1" and includes a "(clear)" button. The form contains several input fields:

- New Tag:** A text input field with the placeholder "Type part of the Tag number..." and a search icon (Q).
- Room:** A text input field with the placeholder "Type part of the Room name..." and a search icon (Q).
- Item:** A text input field with the placeholder "Type part of the Item name..." and a search icon (Q).
- Quantity:** A numeric input field with "ex. 100.23" and a spinner, followed by a unit dropdown menu showing "- Select -". Below this is the text "Please select a Unit of Measure." and a blue button with a plus icon and the label "(contents)".
- Package # 1:** A text input field containing "ABCDEF012345670000011219" and a search icon (Q), highlighted by a red box.
- Package Date:** A date picker with "mm/dd/yyyy" and a "today" button.
- Production Batch:** A checkbox labeled "Production Batch".

At the bottom of the form is a blue button with a plus icon (+). At the bottom of the window are two buttons: "Create Packages" (green) and "Cancel" (grey).