

Metrc Support Bulletin



Bulletin Number: MN_IB_10 Stability Testing Guidance	Distribution Date: 09/12/2023	Effective Date: Ongoing
Contact Point: Metrc Support	Subject: Submitting Packages for Stability Study Testing	
Reason: Metrc would like to provide additional guidance for packages that are being submitted for Stability Study Testing.		

Greetings Metrc® users,

Metrc would like to provide additional guidance for packages that are being submitted for Stability Study Testing.

Please read on for more information regarding this process.

Submitting a Package for Stability Testing

In order to submit a package for stability testing, please follow the steps below.

Step 1: Locate the source package that the Stability Testing Sample will be submitted from as shown in **Figure 1**.

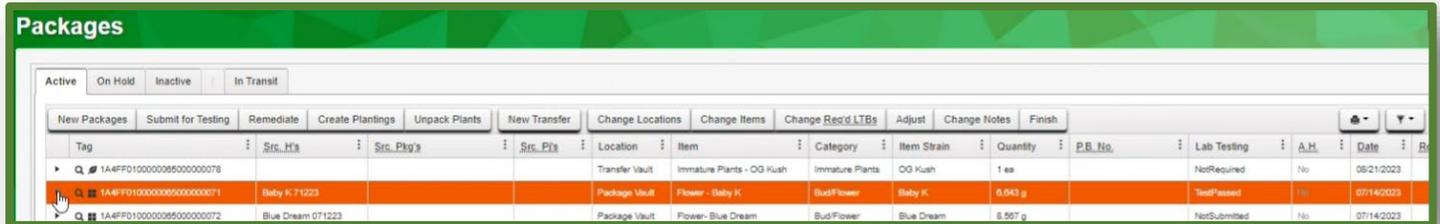


Figure 1: Identify the Package for Submission to Stability Testing

Step 2: Create a new Stability Testing Sample package from the “Source Package” by creating a new package from the source package, this will ensure that the source package’s Lab Test Status remains unaffected from the new sample creation. Best practice is to ensure that you include a note stating this is a Stability Study Testing Sample. When submitting your package for Stability Testing, ensure that the package has enough quantity to complete all required Stability Testing as shown in **Figure 2** below.

Figure 2: Create a new package for your Stability Testing Sample

Step 3: Submit the newly created Stability Test Sample Package for Testing. Select the Stability Test Sample Package and then select “Submit for Testing” as shown in **Figure 3**.

Tag	Src_H's	Src_Pkg's	Src_Pj's	Location	Item	Category	Item Strain	Quantity	P.B. No.
1A4FF01000000CE000000148		1A4FF01000000CE000000083		Product Vault	Tester's Kush 1/8	Bud/Flower - 0345	Tester's Kush	20 g	

Figure 3: Select the new sample package for Stability Testing

This will open the action window shown below to complete the required information. Ensure that all required Stability Lab Test Batches have been selected and accounted for as shown in **Figure 4** below.

Submit for Testing

New Package Sample # 1 (clear)

New Tag: 1A4FF01000000CE000000149

Location: Product Vault

Same Item

Quantity: 20 Grams

Note: Stability Study Test Sample

Package Date: 09 / 05 / 2023

Package # 1: 1A4FF01000000CE000000148
Current Lab Testing Status: Testing In Progress

Quantity: 20 Grams

Sampling - new total will be 0 g
 Finish Package

(contents)

Required Testing

- Additional - Pesticides (Quarterly Testing) (Concentrate/Extract)
- Additional - Pesticides (Quarterly Testing) (Infused Products)
- Additional - Pesticides (Quarterly Testing) (Raw Plant Material)
- Additional - Solvents (Quarterly Testing) (Concentrate/Extract)
- Additional - Solvents (Quarterly Testing) (Infused Products)
- Additional - Terpenes (Infused Products)
- Additional - Terpenes (Raw Plant Material & Concentrate/Extract)
- Concentrate/Extract
- Infused Products
- JK Test Batch
- R&D Testing - Metals (Concentrates/Extracts)
- R&D Testing - Metals (Raw Plant Material)
- R&D Testing - Microbials - Aspergillus
- R&D Testing - Microbials - Bile-Tolerant Gram-Negative Bacteria
- R&D Testing - Microbials - E. Coli
- R&D Testing - Microbials - Salmonella
- R&D Testing - Microbials - Total Coliforms
- R&D Testing - Microbials - Total Viable Aerobic Bacteria
- R&D Testing - Microbials - Total Yeast and Mold
- R&D Testing - Mycotoxins
- R&D Testing - Pesticides (Concentrate/Extract)
- R&D Testing - Pesticides (Raw Plant Material)
- R&D Testing - Potency (Infused Products)
- R&D Testing - Potency (Raw Plant Material & Concentrate/Extract)
- R&D Testing - Residual Solvents
- R&D Testing - Terpenes (Infused Products)
- R&D Testing - Terpenes (Raw Plant Material & Concentrate/Extract)
- R&D Testing - Water Activity
- Raw Plant Material
- Stability Study T0 (Infused Products)
- Stability Study T0 (Raw Plant Material & Concentrate/Extract)
- Stability Study T1 (Infused Products)
- Stability Study T1 (Raw Plant Material & Concentrate/Extract)
- Stability Study T2 (Infused Products)
- Stability Study T2 (Raw Plant Material & Concentrate/Extract)
- Stability Study T3 (Infused Products)
- Stability Study T3 (Raw Plant Material & Concentrate/Extract)
- Stability Study T4 (Infused Products)
- Stability Study T4 (Raw Plant Material & Concentrate/Extract)
- Stability Study T5 (Infused Products)
- Stability Study T5 (Raw Plant Material & Concentrate/Extract)
- Stability Study T6 (Infused Products)
- Stability Study T6 (Raw Plant Material & Concentrate/Extract)
- Stability Study T7 (Infused Products)
- Stability Study T7 (Raw Plant Material & Concentrate/Extract)
- Sub-Contract (Testing Facility Use Only)

Figure 4: New Package Sample Submission for Testing

Once the required information has been entered and verified as accurate, select the “Submit for Testing” button which will revert the user back to the Packages grid as shown in **Figure 5**. Note that the original source package is still in a “Test Passed” status. This enables transfers and packages to continue with the original source package while having the Stability Study package empty and the Stability Study Test Sample package to be submitted to the Testing Facility.

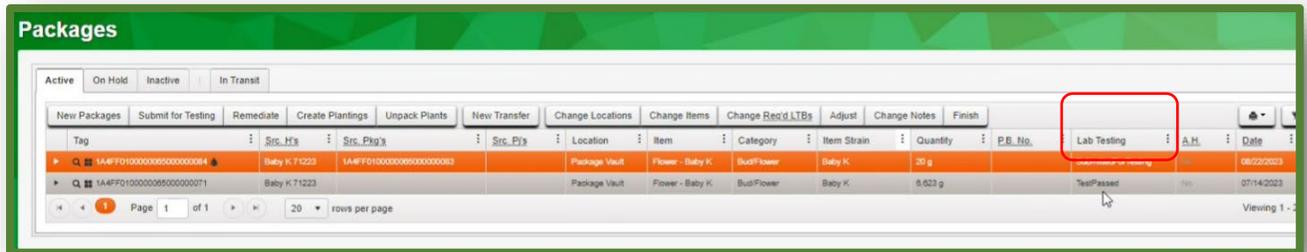


Figure 5: Packages Grid Test Status Confirmation

Step 4: Transfer the Stability Study Test Sample to the Testing Facility by highlighting the Stability Study Test Sample Package, then select the “New Transfer” button. This will open a New Transfer action window to open as shown in **Figure 6** below.

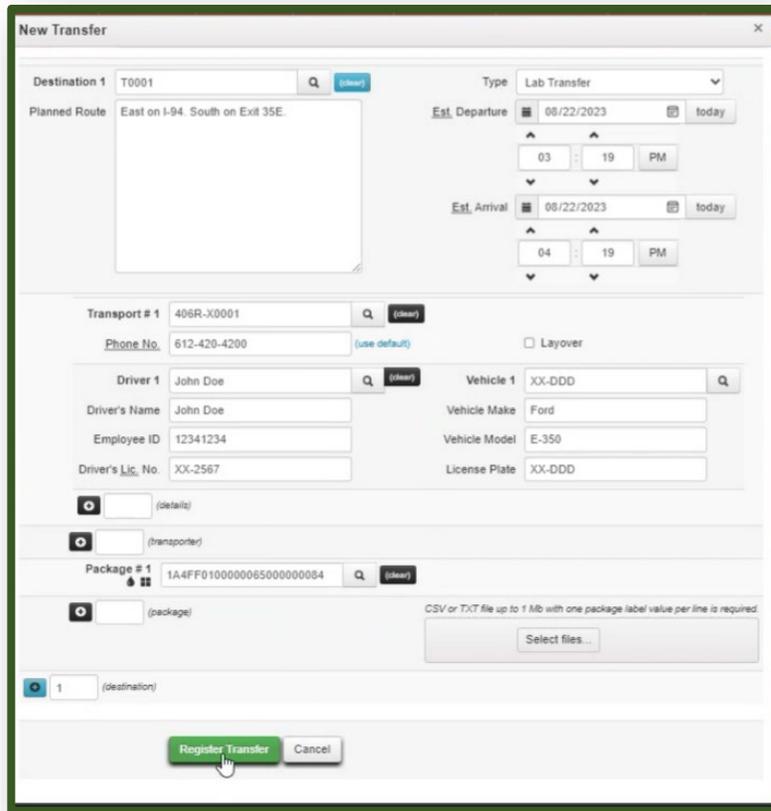


Figure 6: New Transfer for the Stability Test Sample

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