

# Alaska - Metrc Support Bulletin



<b>Bulletin Number:</b> AK_IB_0024	<b>Distribution Date:</b> 11/04/19	<b>Effective Date:</b> 11/15/2019
<b>Contact Point:</b> Support@metrc.com	<b>Subject:</b> Deactivation of Opening Balance Plant Batches	
<b>Reason:</b> Metrc is providing guidance on the deactivation of Opening Balance Plant Batches		

Greetings Metrc Users,

Per the instructions of the Alcohol & Marijuana Control Office (AMCO), the Opening Balance Plant Batch will be deactivated on November 15<sup>th</sup>, 2019. In this bulletin, Metrc would like to provide clarification on the deactivation of Opening Balance Plant Batches. The deactivation of Opening Balance Plant Batches means that all plant batches now must come from a source plant or package. The source plant must either be in the vegetative or flowering state in Metrc, or else the source package must be a seed or immature plant package.

After the deactivation of Opening Balance Plant Batches, licensees can contact the enforcement authority to be granted the ability to create an Opening Balance Plant Batch. Requests must be sent to [marijuana.enforcement@alaska.gov](mailto:marijuana.enforcement@alaska.gov)

Please find on the following pages for the guidance on the change in the procedure:

### Creating a Plant Batch from a Source Plant

Since the user will no longer be able to create the plantings in the immature plant page, they must navigate to the vegetative or flowering plant tab to select the source or “mother” plant that they will be taking a clone from. Once selected the user will use the Create Plantings button to create the immature plant batch.

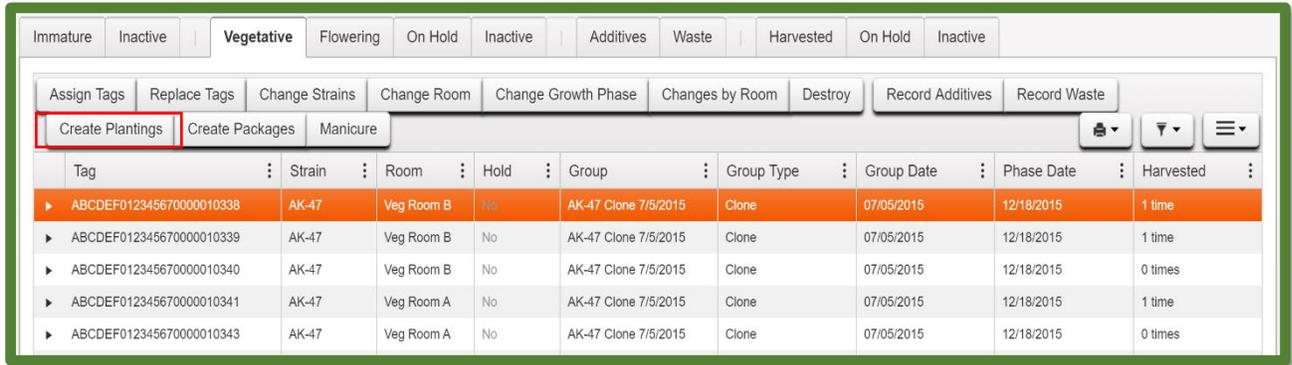


Figure 1: Select Source Plant

Next the user will use the action window to create the immature plant batch, recording the number of clones in the batch, strain, room, and planting date and select “Create Plantings” button.

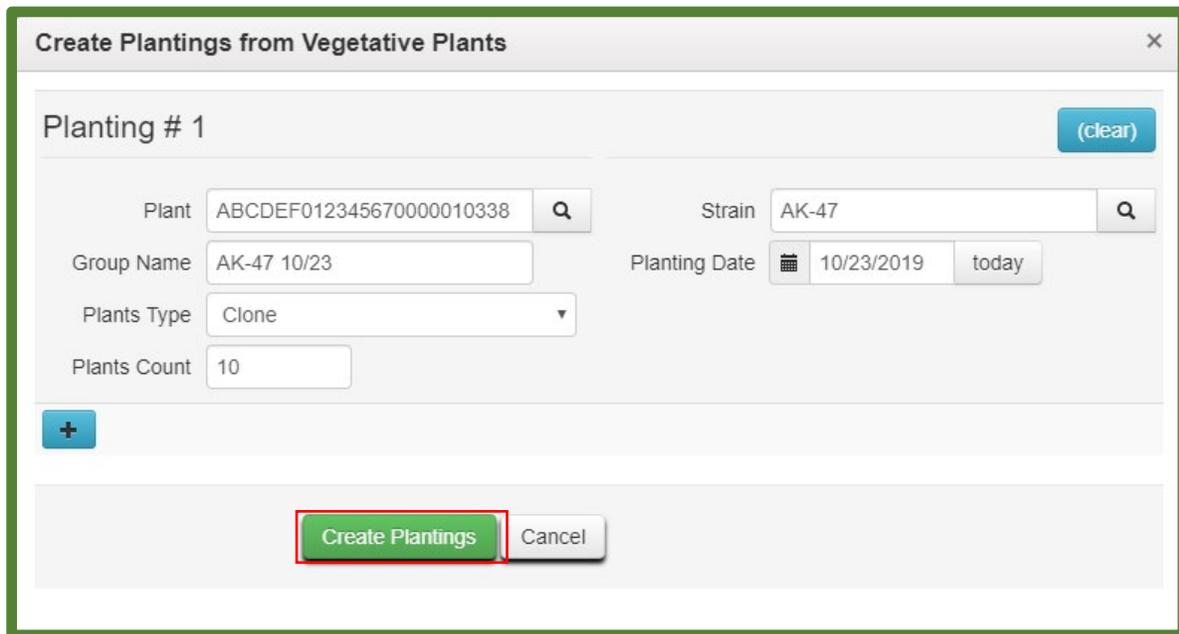


Figure 2: Create Plantings Window

The user can now navigate to the immature plant tab in the Plants screen and verify that all of the planting’s information is correct, including the “Source Plant” tag number.

Immature	Inactive	Vegetative	Flowering	On Hold	Inactive	Additives	Waste	Harvested	On Hold	Inactive
Group	Strain	Type	Plants	Tracked	Packaged	Harvested	Destroyed	Origin Package	Origin Plant	
AK-47 10/23	AK-47	Clone	10	0	0	0	0		ABCDEF012345670000010338	

Figure 3: Newly Created Immature Plant Batch

**Creating Plant Batch from Source Package**

The user also has the ability to create an immature plant batch from a source package. This can mean growing from a package of seeds or unpacking an immature plant package. To do this, the user would select the source package and select “Create Plantings”

Active	On Hold	Inactive									
Tag	Src. Hs	Src. Pkg's	Item	Category	Item Strain	Quantity	P.B. No.	Lab Testing	A.H.	Date	Rcv'd
ABCDEF012345670000013357			Grape Ape clones	Immature Plant	Grape Ape	5 ea		NotSubmitted		03/12/2019	

Figure 4: Create Planting from Seed Package

The user would then utilize the action window and input all of the required information for the new immature plant batch. Once the information is correct and verified by the user, they would select “Create Plantings”. This will create the immature plant batch under the “Immature” tab of the Plants Screen.

**Create Plantings from Packages** x

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Planting # 1 (clear)

Package <input type="text" value="ABCDEF012345670000013357"/>	Strain <input type="text" value="Grape Ape"/>
Group Name <input type="text" value="Grape Ape Clones 10/23/19"/>	Planting Date <input type="text" value="10/23/2019"/> today
Plants Type <input type="text" value="Clone"/>	Unpackage Date <input type="text" value="10/23/2019"/> today
Plants Count <input type="text" value="10"/>	

Figure 5: Create Planting from Package Action Window

## Metrc – Industry Training

Metrc provides industry training and education workshops in person and online as well as training guides and videos.

- Register for workshops or classes online at: [Metrc.com/Alaska](https://metrc.com/Alaska)
- *You must attend at least one New Business (Level 1) class online before you may register for other classes*
- *We recommend that all industry users take classes every 3-4 months to stay updated on new features or changes*

### Online classes available:

- Metrc New Business (Level 1) – All Facilities
- Metrc Advanced (Level 2)
- Metrc Advanced (Level 2) – Testing Labs (Labs must request training via email)

## Metrc – Industry Support

Metrc provides live interactive support for industry users and licensees. This information can be found on our website, when logged into Metrc under your Support tab, and is listed below.

**Check under the “Support” tab for additional resources.**



Please be advised that the new [CSV Formatting Guide](#) and [Industry Reports Guide](#) are now located under the Support Tab.

Please feel free to contact support at [support@metrc.com](mailto:support@metrc.com) or 877-566-6506 with any questions.