

<b>Subject:</b> Upcoming Feature Release	
<b>Bulletin Type</b> <input checked="" type="checkbox"/> New Functionality <input checked="" type="checkbox"/> Updated Functionality <input type="checkbox"/> Existing Functionality <input type="checkbox"/> Rules & Guidance <input type="checkbox"/> Events <input checked="" type="checkbox"/> Informational	<b>Primary Audience:</b> All Licensees <b>Contact:</b> Metrc Support <b>Distribution Date:</b> 04/22/2021 <b>Effective Dates:</b> 05/06/2021 <b>Bulletin Number:</b> CA_IB_2021_004

This bulletin provides information on the latest enhancements to Metrc, which are listed below and will become effective on 05/06/2021.

- I. Renaming Harvest Batches (New Feature)
- II. Optional Item Ingredients List (New Feature)
- III. Remediation Method and Steps in Package History
- IV. User Guide Updates

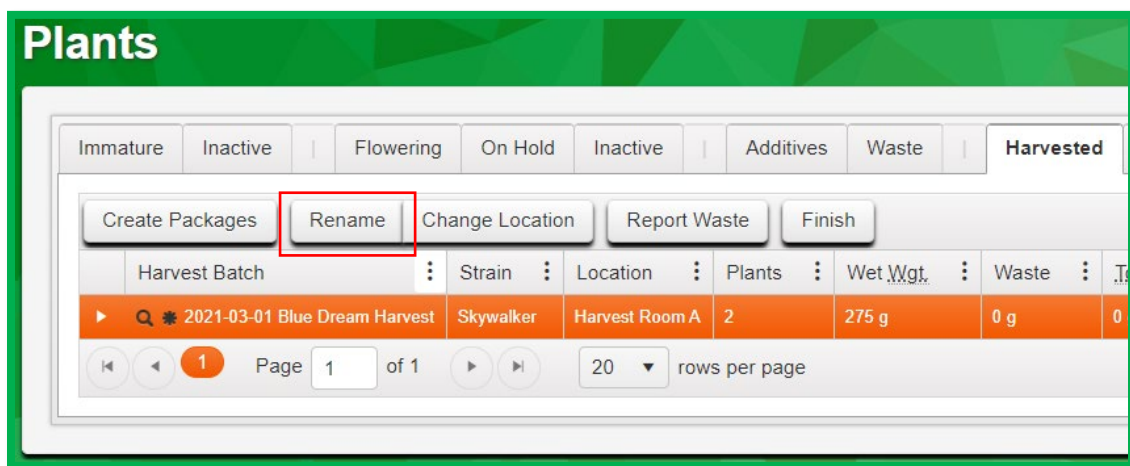
Descriptions of these upcoming changes are provided on the following pages.

## I. Renaming Harvest Batches (New Feature)

When creating a harvest batch, cultivators have the option of entering a name for the harvest batch or allowing the system to assign the harvest batch name. If a mistake is made and the incorrect name is assigned to a harvest batch, the new *Rename Harvest* feature allows harvest batches to be renamed.

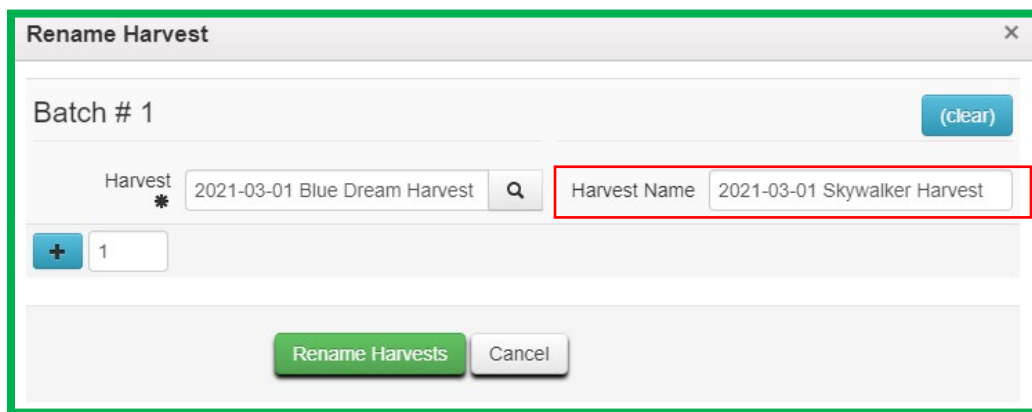
Please note: The *Rename Harvest* feature can only be used prior to recording waste and/or creating packages from the harvest batch.

To rename a harvest batch, select the harvest batch and click the new *Rename* button, as shown in **Figure 1** below. This will prompt an action window to open.



**Figure 1: Select Harvest Batch for Renaming**


Once the *Rename Harvest* action window has opened, enter the correct name for the harvest batch in the *Harvest Name* field, as shown in **Figure 2** below. Click the green *Rename Harvests* button to complete the rename action.

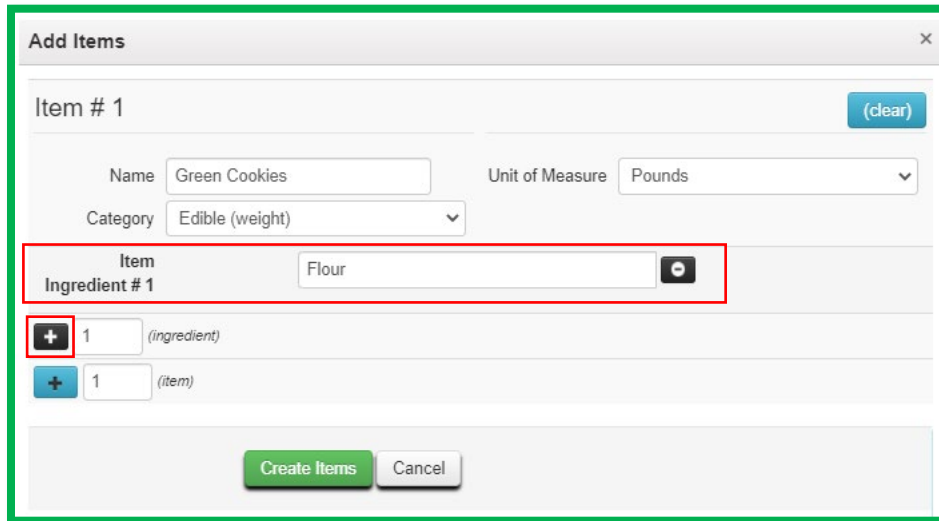


**Figure 2: Rename Harvest**

## II. Optional Item Ingredients List (New Feature)

When creating or editing *Items*, there will be the option of specifying the ingredients contained in that product.

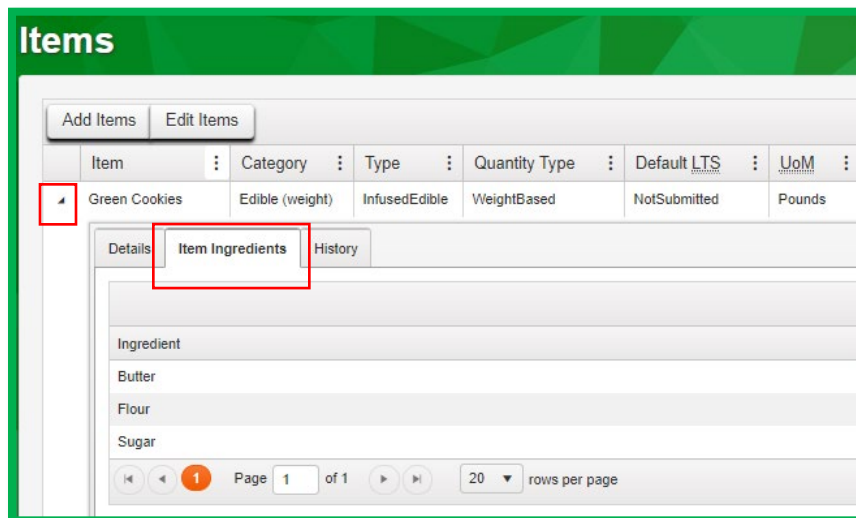
To add an ingredient, click the  button and enter the ingredient in the *Item Ingredient* field, as shown in **Figure 3** below. Repeat to add additional ingredients.



The screenshot shows a form titled "Add Items" with a close button in the top right. Below the title is a text input field for "Item # 1" with a "(clear)" button. The form contains several fields: "Name" (Green Cookies), "Unit of Measure" (Pounds), and "Category" (Edible (weight)). Below these is a section for "Item Ingredient # 1" with a text input field containing "Flour" and a camera icon. Underneath, there is a list of ingredients with a plus button and the number "1" in a box, followed by "(ingredient)". Below that is another plus button and the number "1" in a box, followed by "(item)". At the bottom are "Create Items" and "Cancel" buttons.

**Figure 3: Optional Item Ingredients**

If utilized, the optional ingredients list will only be visible to that licensee and the State on the *Item Ingredients* tab in the *Item* drilldown as shown in **Figure 4** below.

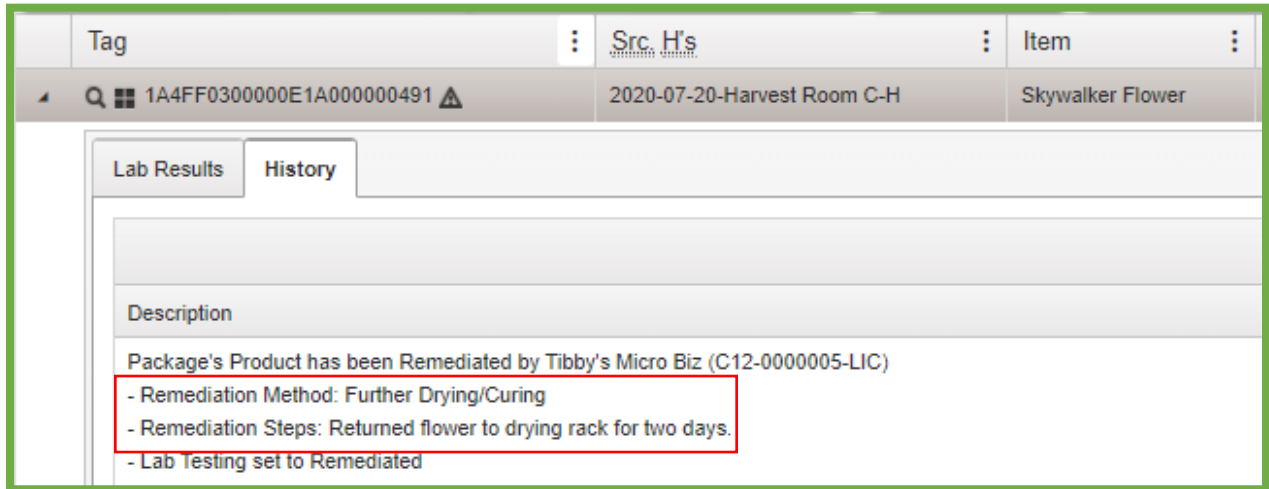


The screenshot shows the "Items" drilldown interface. At the top, there are "Add Items" and "Edit Items" buttons. Below is a table with columns: Item, Category, Type, Quantity Type, Default LTS, and UoM. The first row is "Green Cookies", "Edible (weight)", "InfusedEdible", "WeightBased", "NotSubmitted", and "Pounds". Below the table are tabs for "Details", "Item Ingredients", and "History". The "Item Ingredients" tab is selected, showing a list of ingredients: "Butter", "Flour", and "Sugar". At the bottom, there is a pagination control showing "Page 1 of 1" and "20 rows per page".

**Figure 4: Item Ingredients List in Item Drilldown**

### III. Remediation Method and Steps in Package History

When the remediation functionality in Metrc is used, the package history will now reflect the *Remediation Method* and *Remediation Steps* entered by the manufacturer during the remediation process. An example of this is shown in **Figure 5** below.



**Figure 5: Remediation Method and Steps in Package History**

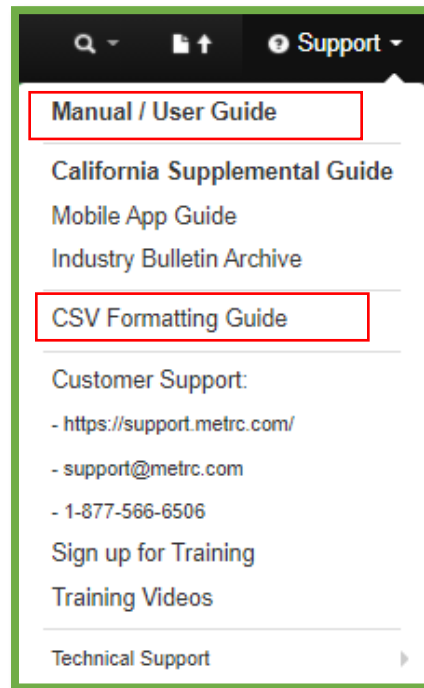
### **IV: User Guide Updates**

The *Metrc Generic User Manual* has been updated to revision 10.3. Updates include:

- New Split Plantings section
- New Plants Uploads section
- New Overdue Transfers section
- New Color-Coding Transporters and Packages section
- New Templates and Creating Multiple Packages Template sections

The *Metrc CSV Formatting Guide* has been updated to revision 11.1. The *Destroy Plants* section was updated to include the additional waste columns now required during plant destruction.

User guides are available on the *Support* menu in Metrc. The updated user guides are highlighted in **Figure 6** below.



**Figure 6: User Guide Updates**

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