

## Metrc Support Bulletin

<b>Bulletin Number:</b> MI_IB_0040	<b>Distribution Date:</b> 08/17/2021	<b>Effective Date:</b> 8/31/2021
<b>Contact Point:</b> Metrc® Support	<b>Subject:</b> Lab Testing Updates and New Category in Metrc	
<b>Reason:</b> To inform Licensees of upcoming changes when creating items in the new category of Inhalable Compound Concentrate, and selecting the correct Required Test Batch		

The MRA will be creating a new category which will have an associated required Lab Test Batch on **August 31, 2021**. The MRA will be putting forth an informational bulletin regarding the use of the new category “Inhalable Compound Concentrate”. When creating new items under this category, you will be required to select the respective lab test batch under the same name.

### **Effective within 90 days of August 31st, all licensees must:**


- Discontinue existing compound concentrate items under their previous category
- Create their new items under the new category “Inhalable Compound Concentrate.” Licensees cannot use the previous item categories of “Concentrate Each”
- All existing items in the licensee’s inventory **do not need** to be repackaged until 90 days past August 31st. This change will be for future items and packaging.

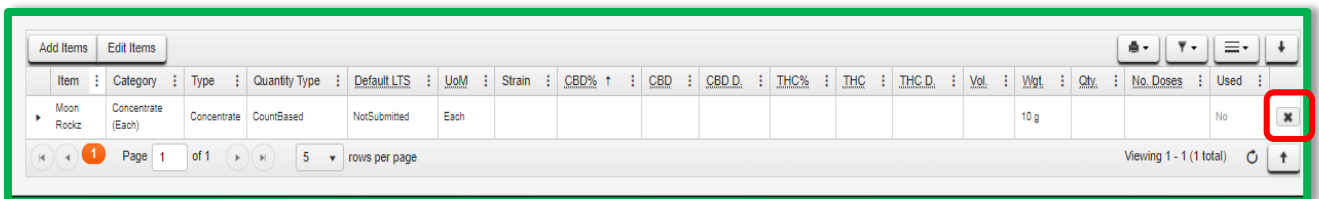
The following pages will provide further step-by-step instruction on how to make the required changes.

### **Item Categories Explained**

Categories in Metrc are used as a way for licensees to group items they are creating. Once an item is grouped under a certain category, that item is reported back based on the category it is placed under. It is important that all licensees know the categories that are available for these items to be placed under along with the expectation of which category these items should fall under.

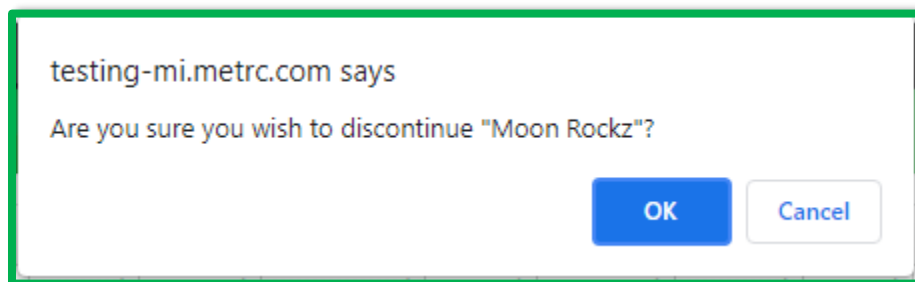
### **Discontinue Existing Existing Items**

If wanting to use the same exact item name, discontinue the current items that are not under the correct “Inhalable Compound Concentrate” item category. This can be done on the items screen by using the discontinue button (  ) as shown in **Figure 1**.



**Figure 1: Discontinue Old Items from State List**

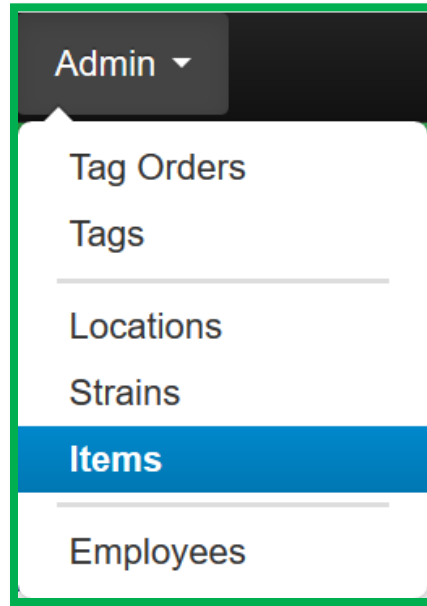
Once the discontinue button is selected, an action window will open to be prompted to confirm that the item is being discontinued at the top of the screen as seen in **Figure 2**.



**Figure 2: Discontinue Item Action Window**

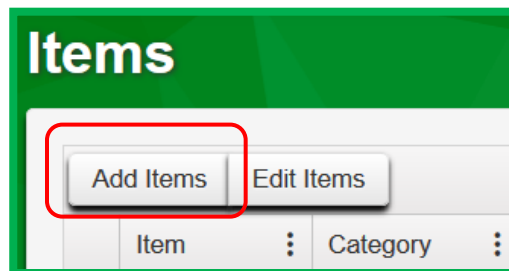
### **Creating a New Item**

New items will be required to be created using the new “Inhalable Compound Concentrate” category that was created. To do this, navigate to the Items page under the Admin area on the top navigational bar as shown in **Figure 3**.



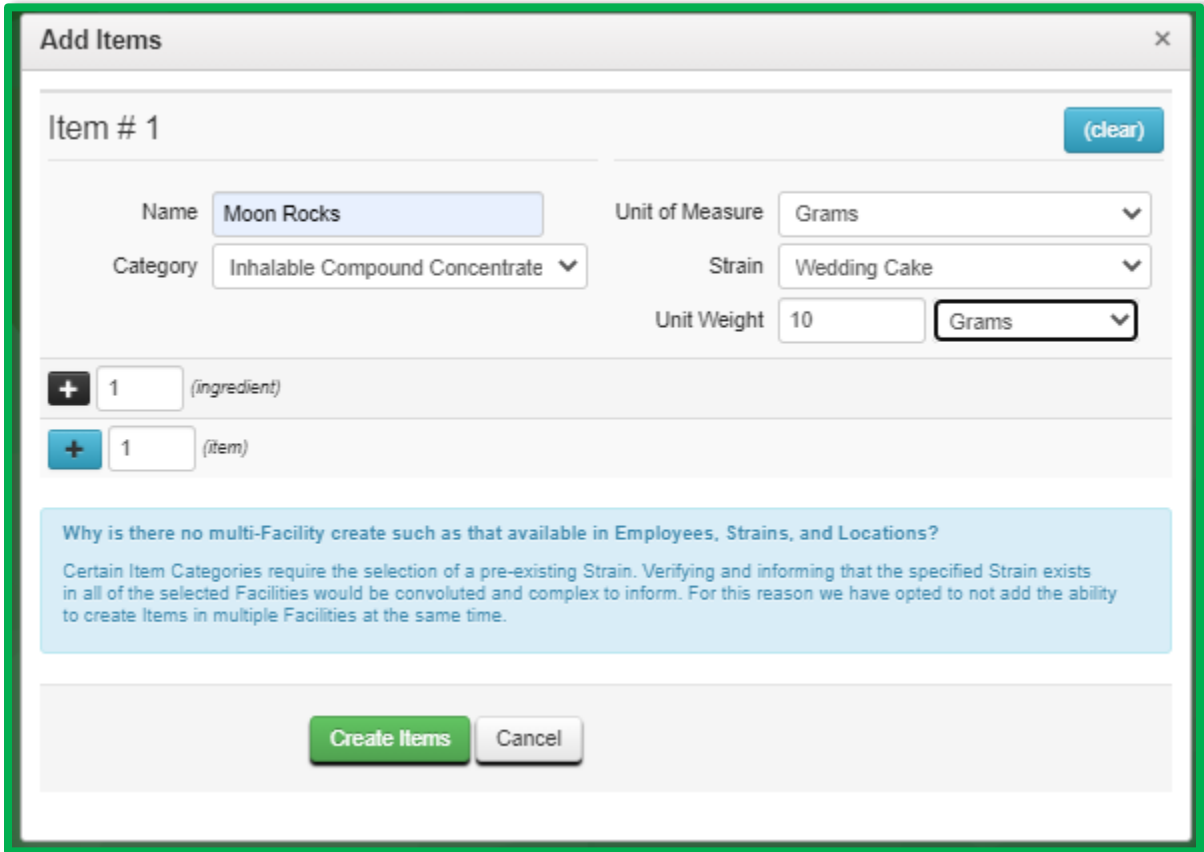
**Figure 3: Navigate to Items Page**

Once on the Items page, select the Add Items button as shown in **Figure 4**.



**Figure 4: Add Items**

Create new items for every Inhalable Compound Concentrate product that the facility produces, ensuring they are being created under the new “Inhalable Compound Concentrate” category in the action window as shown in Figure 5.



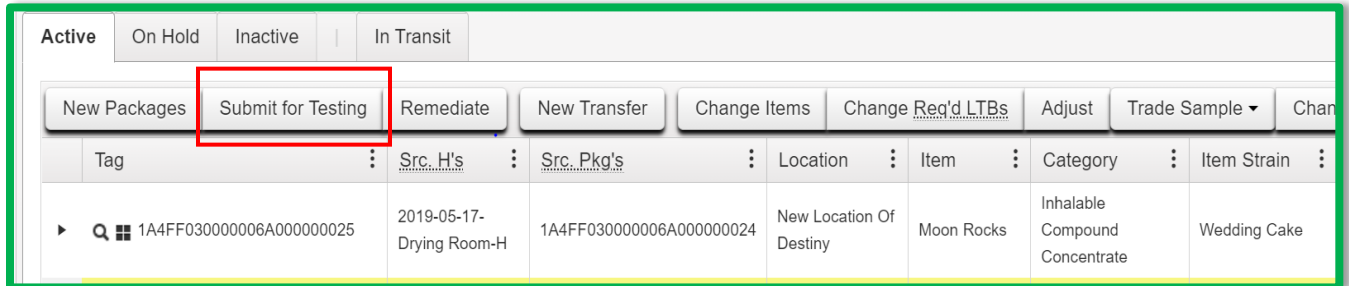
The screenshot shows a window titled "Add Items" with a close button (X) in the top right corner. The window contains the following fields and controls:

- Item # 1**: A text field with a blue "(clear)" button to its right.
- Name**: A text input field containing "Moon Rocks".
- Unit of Measure**: A dropdown menu set to "Grams".
- Category**: A dropdown menu set to "Inhalable Compound Concentrate".
- Strain**: A dropdown menu set to "Wedding Cake".
- Unit Weight**: A text input field containing "10" and a dropdown menu set to "Grams".
- Ingredient List**: A section with a plus sign icon, a text input field containing "1", and the label "(ingredient)".
- Item List**: A section with a plus sign icon, a text input field containing "1", and the label "(item)".
- Information Box**: A light blue box with the text: "Why is there no multi-Facility create such as that available in Employees, Strains, and Locations? Certain Item Categories require the selection of a pre-existing Strain. Verifying and informing that the specified Strain exists in all of the selected Facilities would be convoluted and complex to inform. For this reason we have opted to not add the ability to create Items in multiple Facilities at the same time."
- Buttons**: "Create Items" (green) and "Cancel" (grey) buttons at the bottom.

**Figure 5: Create New Item**

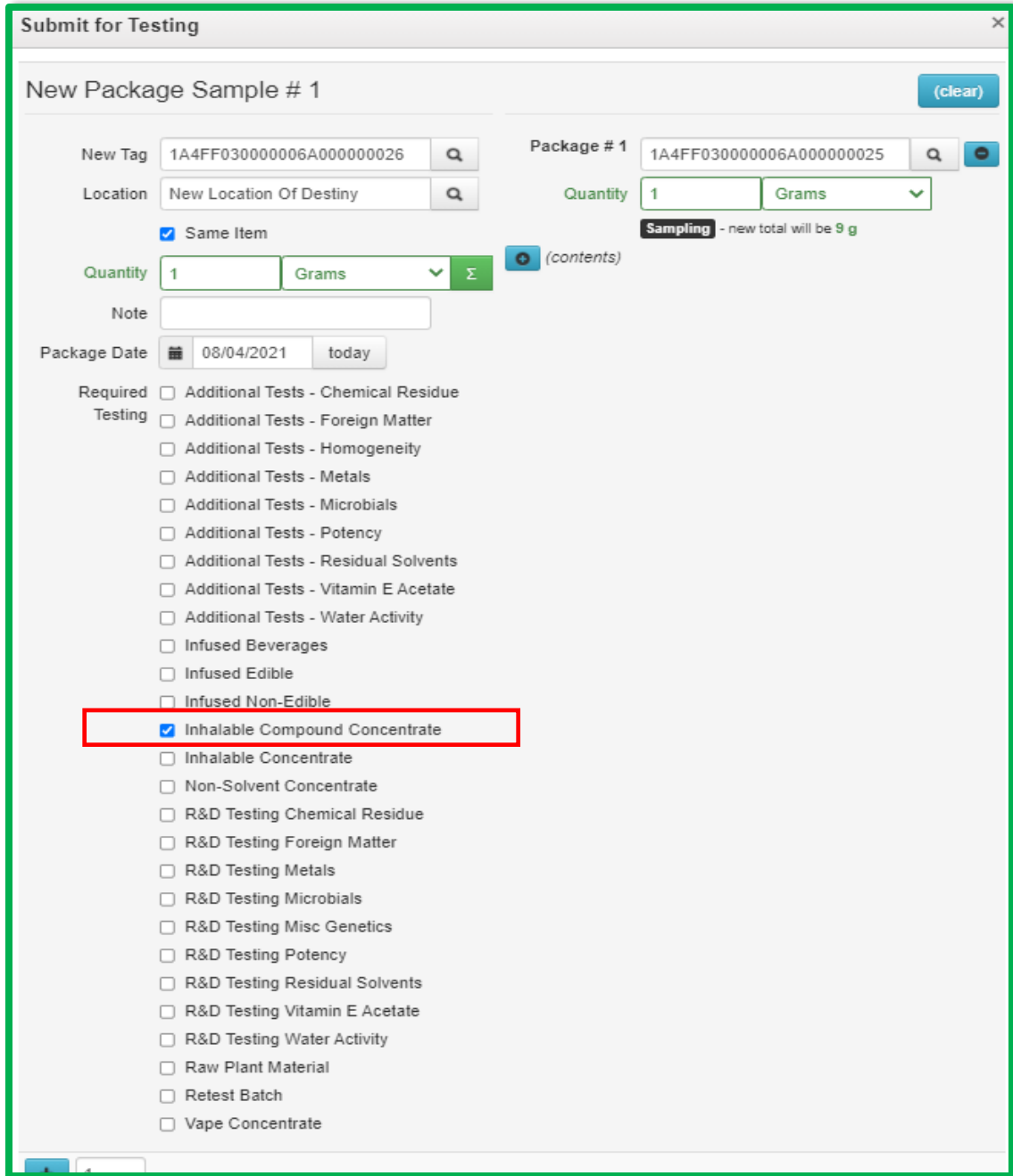
### Creating a Test Sample with Required Lab Test Batches

Starting August 31<sup>st</sup>, all Inhalable Compound Concentrates will be tested in final form using the newly created “Inhalable Compound Concentrate” Test Batch. First, select the package that will require testing, then select the “Submit for Testing” button, as seen in **Figure 6**.



**Figure 6: Select Package for Test Sample**

Once selected, an action window will launch. In the action window, indicate the new tag number, location, name of the item, the quantity, and the package date. Check the box that matches the product type in the source package which would also match the product type of the test sample, “Inhalable Compound Concentrate”.



**Submit for Testing**

New Package Sample # 1 (clear)

New Tag: 1A4FF030000006A000000026 Q      Package # 1: 1A4FF030000006A000000025 Q ⊖

Location: New Location Of Destiny Q      Quantity: 1 Grams ⌵

Same Item      **Sampling** - new total will be 9 g

Quantity: 1 Grams ⌵ Σ ⊕ (contents)

Note:

Package Date: 📅 08/04/2021 today

**Required Testing**

- Additional Tests - Chemical Residue
- Additional Tests - Foreign Matter
- Additional Tests - Homogeneity
- Additional Tests - Metals
- Additional Tests - Microbials
- Additional Tests - Potency
- Additional Tests - Residual Solvents
- Additional Tests - Vitamin E Acetate
- Additional Tests - Water Activity
- Infused Beverages
- Infused Edible
- Infused Non-Edible
- Inhalable Compound Concentrate**
- Inhalable Concentrate
- Non-Solvent Concentrate
- R&D Testing Chemical Residue
- R&D Testing Foreign Matter
- R&D Testing Metals
- R&D Testing Microbials
- R&D Testing Misc Genetics
- R&D Testing Potency
- R&D Testing Residual Solvents
- R&D Testing Vitamin E Acetate
- R&D Testing Water Activity
- Raw Plant Material
- Retest Batch
- Vape Concentrate

**Figure 7: Select Required Test for Package Based on Item Type**

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