

<b>Bulletin Number:</b> OK_IB_003	<b>Distribution Date:</b> 10/6/21	<b>Effective Date:</b> 10/25/21
<b>Contact Point:</b> Metrc® Support	<b>Subject:</b> Lab Testing Updates in Metrc	
<b>Reason:</b> To inform Licensees of Upcoming Changes on How to Download and View COAs		
<b>Primary Audience:</b> Growers, Processors, Testing Laboratories, and Dispensaries		

Metrc and OMMA are pleased to provide information on an upcoming change regarding the ability to Download and View COAs within Metrc. This new feature will be available as optional functionality on **October 25<sup>th</sup>, 2021**.

- Testing Facilities will now have the option to upload a COA and associate it to all recorded test results on a specific sample package using a new button in Metrc or through the API using a third-party software upgraded to use the new feature.
- Once a Testing Facility has uploaded the COA, both Testing Facilities and Licensees, with the proper permissions, will be able to view the uploaded COA via the Lab Results Tab within the Source Package or Test Sample Package.

Below are detailed descriptions of the enhancements to find, download, and view a COA in Metrc.

## Viewing A COA from Packages Grid

Once a Testing Facility has entered/imported test results and the COA has been uploaded into Metrc, the test results will show in Lab Results tab of the source package and test sample package. Also, the same information will follow to any derived package created except for new production batch packages. The COA can be downloaded to be viewed and/or printed by selecting the  button in the Lab Results tab as seen in **Figure 1**.

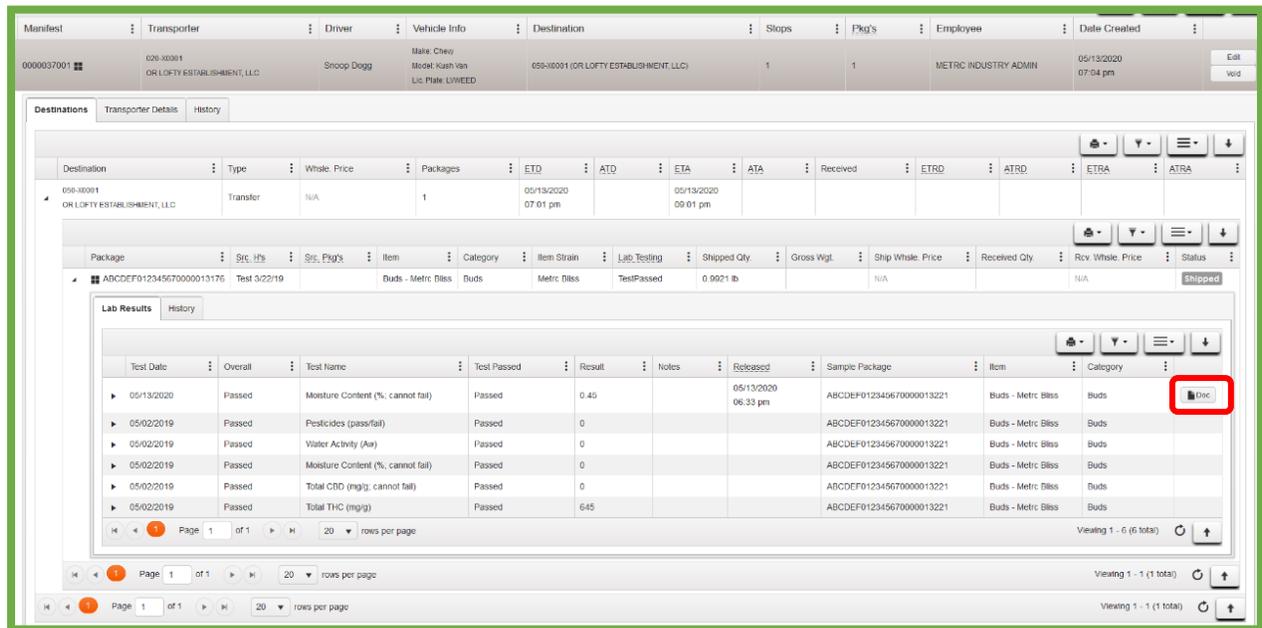


Test Date	Overall	Test Name	Test Passed	Result	Notes	Released	Sample Package	Item	Category
05/13/2020	Passed	Moisture Content (% cannot fail)	Passed	0.45		05/13/2020 06:33 pm	ABCDEF012345670000013221	Buds - Metrc Bliss	Buds
05/02/2019	Passed	Pesticides (pass/fail)	Passed	0			ABCDEF012345670000013221	Buds - Metrc Bliss	Buds
05/02/2019	Passed	Water Activity (Aw)	Passed	0			ABCDEF012345670000013221	Buds - Metrc Bliss	Buds
05/02/2019	Passed	Moisture Content (% cannot fail)	Passed	0			ABCDEF012345670000013221	Buds - Metrc Bliss	Buds
05/02/2019	Passed	Total CBD (mg/g; cannot fail)	Passed	0			ABCDEF012345670000013221	Buds - Metrc Bliss	Buds
05/02/2019	Passed	Total THC (mg/g)	Passed	645			ABCDEF012345670000013221	Buds - Metrc Bliss	Buds

**Figure 1: Selecting Doc button to download COA**

## Viewing COA from Transfer/Manifest Grid

The COA is also able to be downloaded within the Transfers grid in the Lab Results tab of each package in Metrc as well. See **Figure 2** below.



Destination	Type	Whse. Price	Packages	ETD	ATD	ETA	ATA	Received	ETRD	ATRD	ETRA	ATRA
050-10001 OR LOFTY ESTABLISHMENT, LLC	Transfer	N/A	1	05/13/2020 07:01 pm		05/13/2020 09:01 pm						

Package	Str. Hfs	Str. Pkg's	Item	Category	Item Strain	Lab Testing	Shipped Qty	Gross Wgt.	Ship Whse. Price	Received Qty	Rcv Whse. Price	Status
ABCDEF012345670000013176	Test 3/22/19		Buds - Metrc Bliss	Buds	Metrc Bliss	TestPassed	0.9921 lb	N/A		N/A		Shipped

Test Date	Overall	Test Name	Test Passed	Result	Notes	Released	Sample Package	Item	Category
05/13/2020	Passed	Moisture Content (% cannot fail)	Passed	0.45		05/13/2020 06:33 pm	ABCDEF012345670000013221	Buds - Metrc Bliss	Buds
05/02/2019	Passed	Pesticides (pass/fail)	Passed	0			ABCDEF012345670000013221	Buds - Metrc Bliss	Buds
05/02/2019	Passed	Water Activity (Aw)	Passed	0			ABCDEF012345670000013221	Buds - Metrc Bliss	Buds
05/02/2019	Passed	Moisture Content (% cannot fail)	Passed	0			ABCDEF012345670000013221	Buds - Metrc Bliss	Buds
05/02/2019	Passed	Total CBD (mg/g; cannot fail)	Passed	0			ABCDEF012345670000013221	Buds - Metrc Bliss	Buds
05/02/2019	Passed	Total THC (mg/g)	Passed	645			ABCDEF012345670000013221	Buds - Metrc Bliss	Buds

**Figure 2: Selecting the Doc button to download the COA**

In order to view the COA within the Transfers grid, the following should be done:

1. Select Licensed Transfers
2. Once in the Licensed Transfers grid, find the manifest desired
3. Click the caret (arrow) to the left of the manifest and click the Destinations tab
4. In the Destinations tab, click on the caret to the left of the destination licensee
5. To view the COA for a specific package, click the caret to the left of the package; then click the Lab Results tab. In the Lab Results tab, the individual test results can be viewed as well as the “Doc” button at the far right of the test result(s). The  button can be clicked to download the COA to be viewed and/or printed.

## Metrc Resources

Additional information can be found on how to register for classes, additional training videos on our [YouTube Channel](#) and more at our webpage <https://www.metrc.com/oklahoma>. Metrc also provides live interactive support for industry users and licensees. Support contact information can be found on our webpage, under your Support tab within Metrc, and it is also listed below.



**Figure 3: Support Tab Resources**

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