

Bulletin Number: ME_IB_0003	Distribution Date: 10/9/2020	Effective Date: Ongoing
Contact Point: Metrc® Support	Subject: Creating Pre-Roll and Vape Product Packages	
Reason: Updating users on the process for creating Pre-Roll and Vape Product packages		

Greetings Metrc Users,

Metrc and the OMP, to provide additional clarity on the process for creating **Raw Pre-Roll** packages, are providing guidance on how to create these packages. This process will be a **repackaging**, but it will not constitute a **production batch**, so the user should ensure that the “Production Batch” identifier is **not selected** when creating packages of Raw Pre-Rolls.

Additionally, this guidance extends to the process used when an industry user creates a package of **Vape Products**. As long as there have been **no changes** to the chemical composition of the the concentrate (added terpenes, flavors, etc.) packaged in the cartridge since it passed testing, the user **will not use the production batch identifier**.

Finally, this bulletin will review the process of creating **Infused Pre-Roll packages**. Since this process uses multiple different products to create a new item entirely, the user **will use the production batch identifier** when creating the new package.

Please see the following pages for more details:

Raw Pre-Roll Packages

When creating Raw Pre-Roll packages, select a package of buds/flower or shake/trim (this will highlight the package in orange) and use the “New Packages” button to start the process. This step is shown below in **Figure 1**.

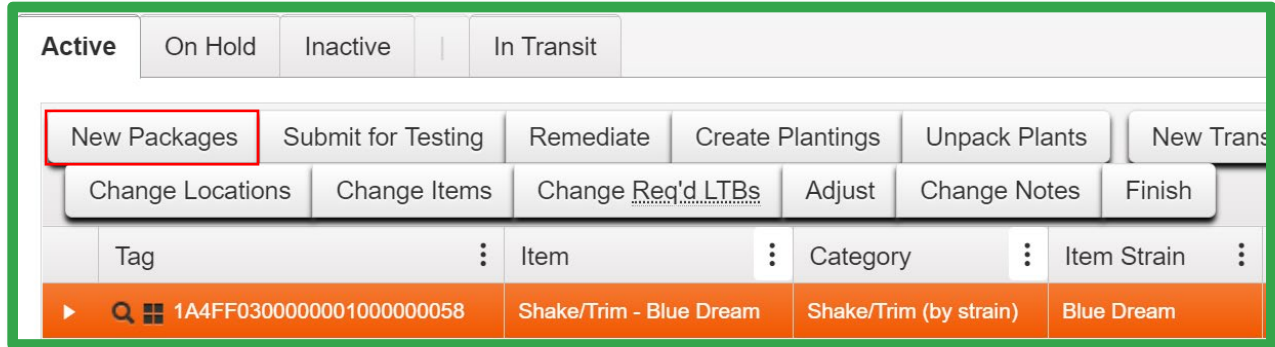
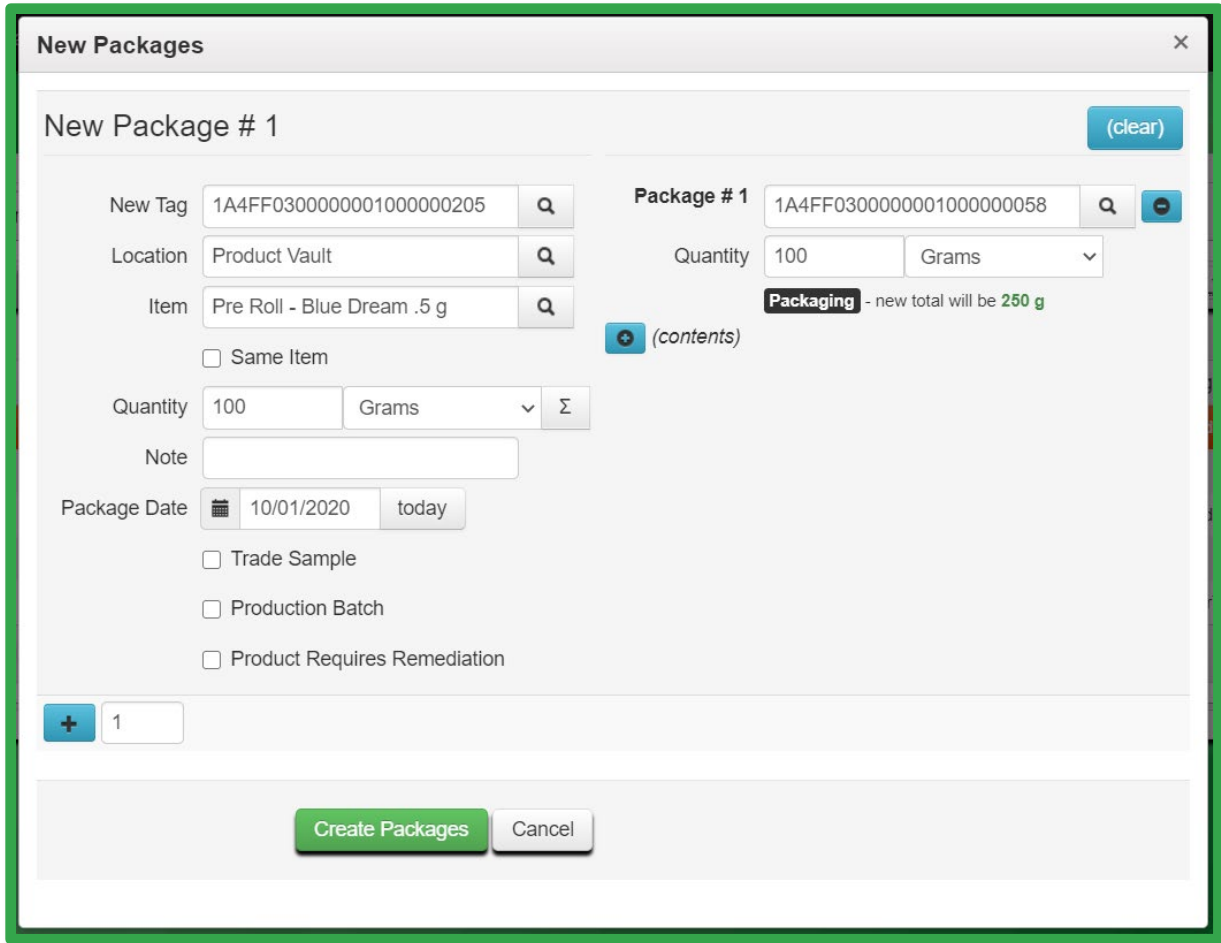


Figure 1: Select Shake/Trim Package for Pre-Roll Package

This button will trigger an action window where a new package can be created of the Raw Pre-Roll package. Input the amount taken out of the parent package, in this example, 100 grams from the package of Blue Dream Shake/Trim, on the right side. Then, enter the required information about the new Raw Pre-Roll package on the left side, including: new tag number, pre-roll item, location, package date, and the amount going into the new package (this should match the amount being taken out of the parent package).

Please Note: Do not select the “Production Batch” indicator when creating this package as it is a repackaging and not a production batch. By not selecting the “Production Batch” indicator, the new pre-roll package will reflect the testing status of the parent package.

This process is shown in **Figure 2** below.



New Packages

New Package # 1 (clear)

New Tag: 1A4FF0300000001000000205

Location: Product Vault

Item: Pre Roll - Blue Dream .5 g

Quantity: 100 Grams

Package # 1: 1A4FF0300000001000000058

Quantity: 100 Grams

Packaging - new total will be 250 g

Package Date: 10/01/2020 today

Trade Sample

Production Batch

Product Requires Remediation

+ 1

Create Packages Cancel

Figure 2: Create Raw Pre-Roll Package Action Window

Vape Product Packages

When creating a Vape Product package, select the concentrate used to create the package and use the “New Packages” button. Note, if there has been any change to the concentrate formula, such as additional terpenes or flavors, then this would be indicated through a Production Batch before or during the process of creating the Vape Products.

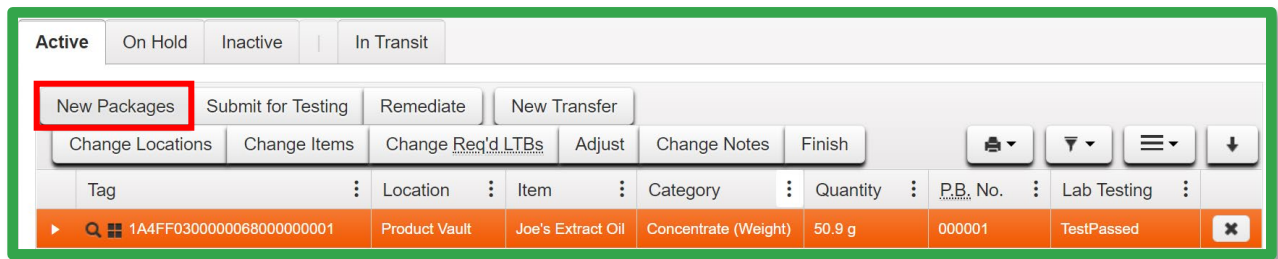
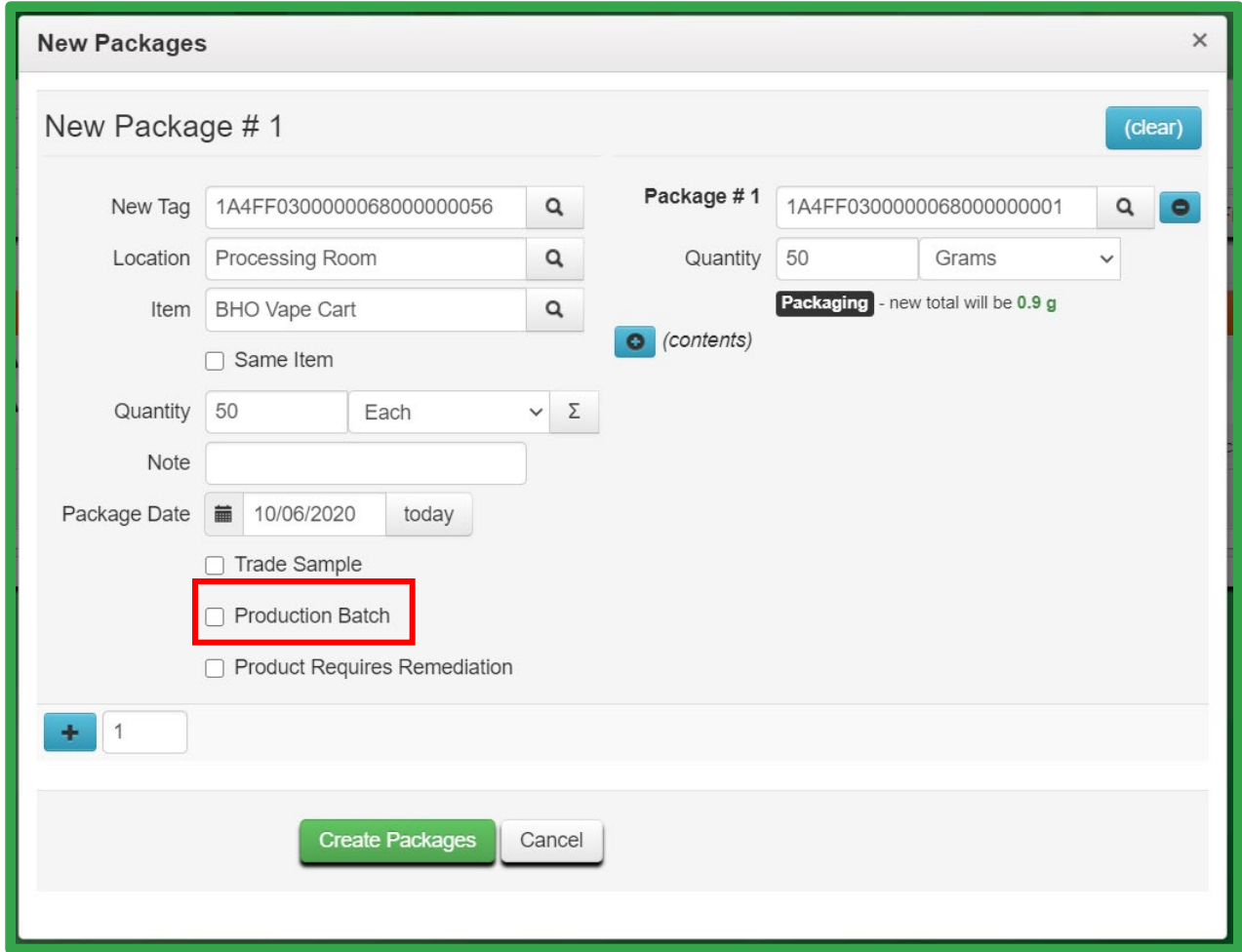


Figure 3: Select Concentrate for Vape Product

Next, an action window will open to complete the creation of the new Vape Product package. Enter the required information in the window, including the amount of concentrate taken from the parent package on the right-hand side and all of the new package information on the left-hand side.

Please Note: If the concentrate used to create the new package has not undergone any changes in its chemical composition since it passed mandatory testing, then the Production Batch indicator will not be used. If there have been any additives added to the concentrate before use in the vape products, then the Production Batch indicator will be required.

This step is shown in **Figure 4** below.



New Packages

New Package # 1 (clear)

New Tag 1A4FF030000068000000056

Location Processing Room

Item BHO Vape Cart

Same Item

Quantity 50 Each

Note

Package Date 10/06/2020 today

Trade Sample

Production Batch

Product Requires Remediation

Create Packages Cancel

Figure 4: Create Vape Product Package Action Window

Infused Pre-Rolls

When creating packages of Infused Pre-Rolls, this will be combining raw plant material (shake/trim or flower/bud) with a concentrate to create a new package of a new item. This process is a **Production Batch**, and will therefore use the Production Batch indicator when creating the new package.

To begin the process, select the packages used to create the new Infused Pre-Roll package and then use the “New Packages” button. This step is seen in **Figure 5** below.

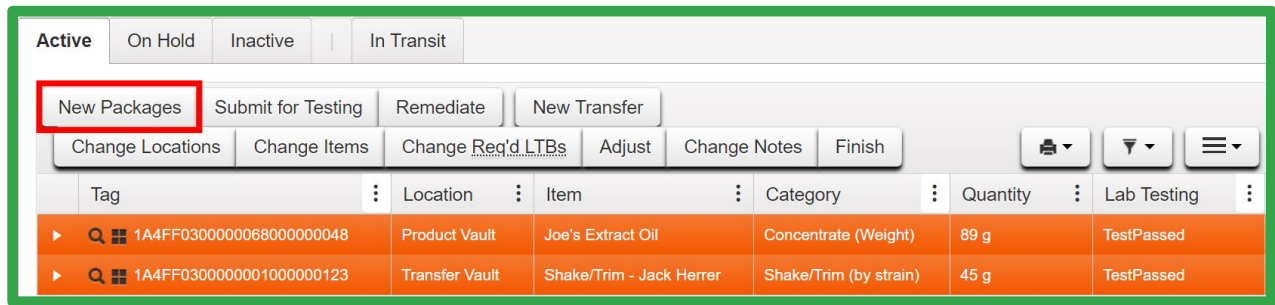
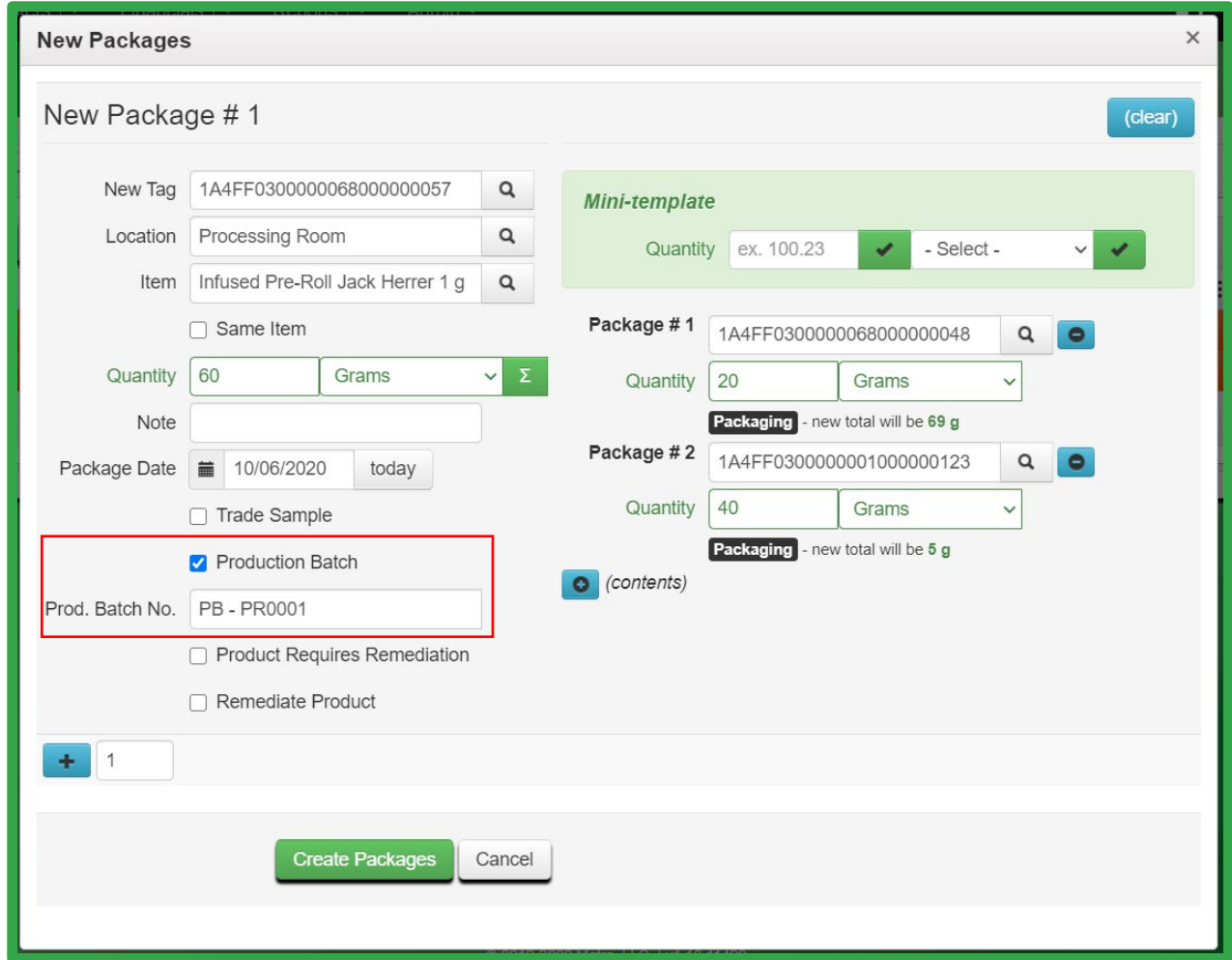


Figure 5: Select Parent Packages to Create the Infused Pre-Roll Package

Next, use the action window to indicate the new tag, item, location, and weight of the new Infused Pre-Roll package on the left-hand side. On the right-hand side, indicate the amounts taken from the parent packages selected in the previous steps. The amounts on both sides of the window should be equal. There is a Sum button (Σ) that can be used once the amounts are entered on the right-hand side.

Please Note: Use the Production Batch indicator when creating the new Infused Pre-Roll package. This will require the new package to be submitted to and pass the required lab tests before transferring to a Marijuana Store and sold.

Once all the information is input, use the “Create Packages” button to complete the process. This step is shown in **Figure 6** below.



New Packages

New Package # 1 (clear)

New Tag: 1A4FF03000000680000000057

Location: Processing Room

Item: Infused Pre-Roll Jack Herrer 1 g

Same Item

Quantity: 60 Grams

Note:

Package Date: 10/06/2020 today

Trade Sample

Production Batch

Prod. Batch No.: PB - PR0001

Product Requires Remediation

Remediate Product

+ 1

Package # 1: 1A4FF03000000680000000048 Quantity: 20 Grams

Packaging - new total will be 69 g

Package # 2: 1A4FF03000000010000000123 Quantity: 40 Grams

Packaging - new total will be 5 g

+ (contents)

Create Packages Cancel

Figure 6: Create Infused Pre-Roll Package Action Window

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