

Bulletin Number: LA_IB_0016	Distribution Date: 7/13/20	Effective Date: 7/13/20
Contact Point: Metrc® Support	Subject: Updates on additional photo fields now in Metrc	
Reason: Metrc and the LDAF are providing notice on additional photo fields (labeling and packaging) that are now available in Metrc		

Greetings Metrc Users,

Metrc, in conjunction with the Louisiana Department of Agriculture and Forestry (LDAF), is providing notice that as of **July 9th, 2020**, there will be additional functionality to uploading label and packaging photos into Metrc.

All final product items will continue to require LDAF and LBOP's approval by uploading the **product photo** for the following item categories:

- Edibles
- Oral Thin Film (OTF)
- Tinctures
- Topicals

The additional **label** and **packaging** photos will be required after **Monday, July 13th**, however, this will not prevent the creation of a new item in the system.

Please see the following pages for more details on the changes:

Optional Photo Fields

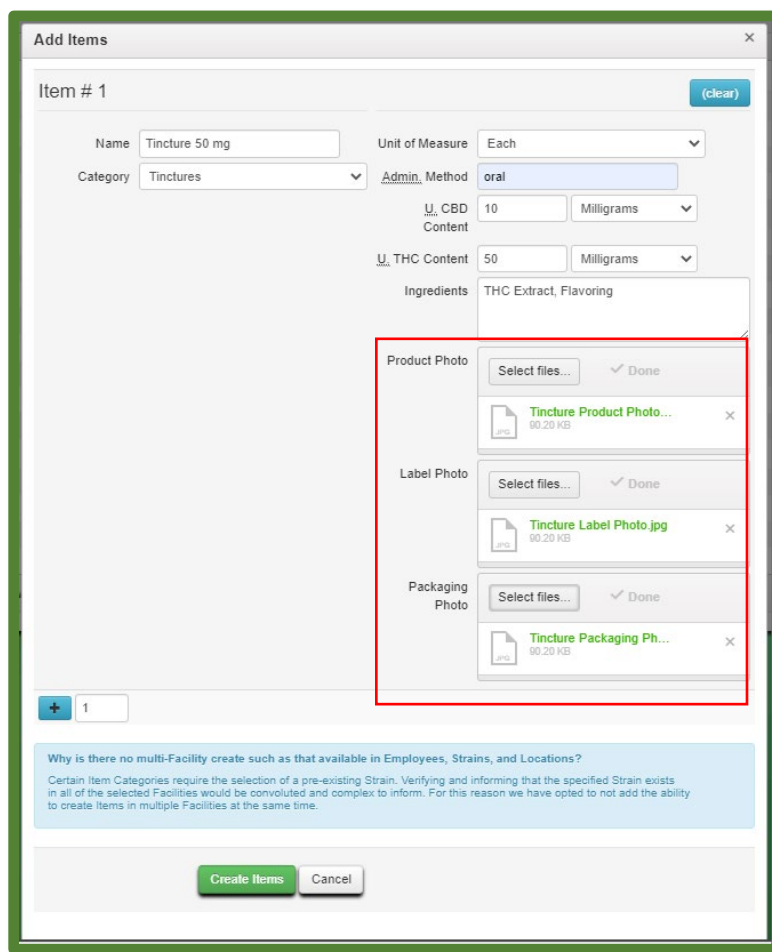
Users will now see two photo fields in addition to the Product Photo field. Users should continue to use the Product photo field as they have previously done. As of **July 13th**, the photo fields will be required. The intended use of these fields is listed below. Only one photo can be uploaded into each photo slot.

Product Photo – Front of Item

Label Photo – Label with warnings and universal symbols

Packaging Photo – All sides of packaging

Figure 1 shows an example of what the user will enter for a new Tincture.



The screenshot shows the 'Add Items' form for a Tincture. The form includes the following fields and sections:

- Item # 1** (with a clear button)
- Name:** Tincture 50 mg
- Unit of Measure:** Each
- Category:** Tinctures
- Admin. Method:** oral
- U. CBD Content:** 10 Milligrams
- U. THC Content:** 50 Milligrams
- Ingredients:** THC Extract, Flavoring
- Product Photo:** Select files... Done (file: Tincture Product Photo... 60.20 KB)
- Label Photo:** Select files... Done (file: Tincture Label Photo.jpg 60.20 KB)
- Packaging Photo:** Select files... Done (file: Tincture Packaging Ph... 60.20 KB)
- Quantity:** 1
- Buttons:** Create Items, Cancel

A red box highlights the three photo upload sections (Product Photo, Label Photo, and Packaging Photo).

Figure 1: Tincture with All Photo Fields Utilized

Please Note: Previously created items in these categories will still be able to be utilized.

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