

Bulletin Number: MI_IB_0047	Distribution Date: 03/23/22	Effective Date: 04/04/22
Contact Point: Metrc® Support	Subject: Lab Testing Updates in Metrc	
Reason: To inform Licensees of upcoming changes on how to download and view COAs		


Metrc and MRA are pleased to provide information on an upcoming change regarding the ability to Download and View Certificates of Analysis (COA) within Metrc. This new feature will be available on April 4th, 2022.

Testing Facilities will be required 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 third party software upgraded to use the new feature.

- Once a Testing Facility has uploaded the COA, both the Testing Facility and Licensees, with the proper permissions, will be able to view the uploaded COA via the Lab Results Tab within the Package grid.

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 uploaded/imported test results and the COA into Metrc, the test results will show in the Lab Results tab of each package. 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**.

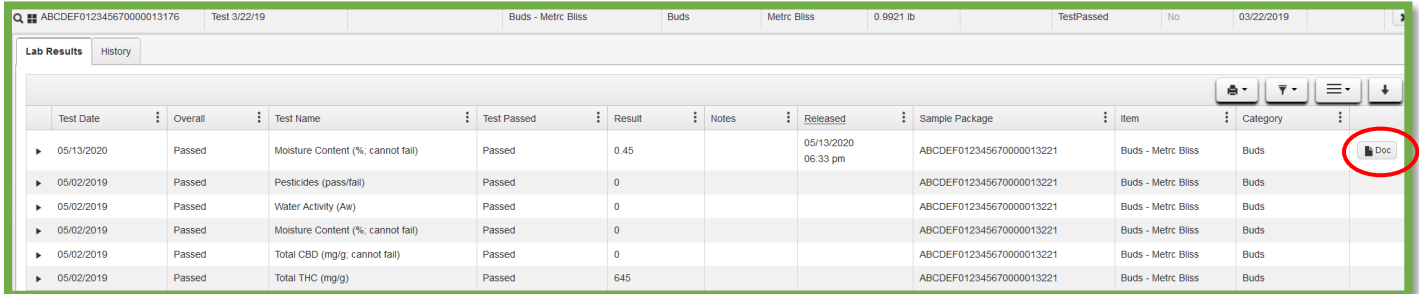


Figure 1: Selecting Doc button to download COA

Viewing COA from Transfer/Manifest Grid

The COA is also able to be downloaded within the Transfers grid in Metrc as well. See **Figure 2** below.

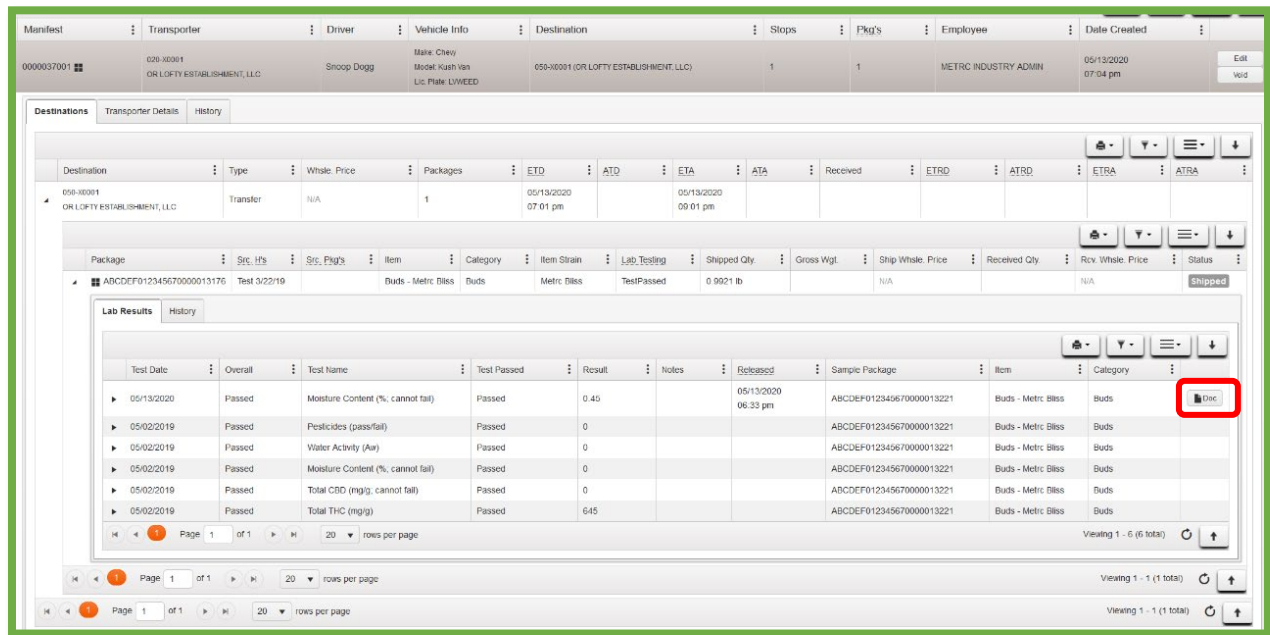



Figure 2: Selecting the Doc button to download the COA

To view the COA within the Transfers grid:

1. Select Licensed in the Transfers area.
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 (arrow) to the left of the destination license.
5. To view the COA for a specific package, click the caret (arrow) 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 selected to download the COA to be viewed and/or printed.

Metrc Resources

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

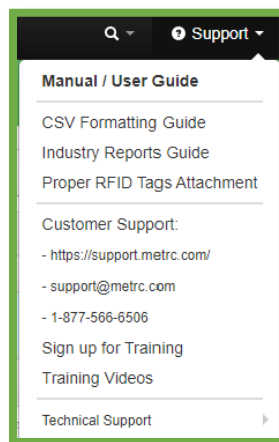


Figure 3: Support Tab Resources

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