Metrc Support Bulletin

Bulletin Number: NV_IB_0052	**Distribution Date**: 12/2/21	**Effective Date**: 12/6/21
Contact Point: Metrc® Support	**Subject**: New Features in Metrc	
Reason: Metrc is providing an update on our upcoming feature release.		

Greetings Metrc Users,

Metrc is pleased to provide information on our newest enhancements within the software. These enhancements, fixes, or document updates include:
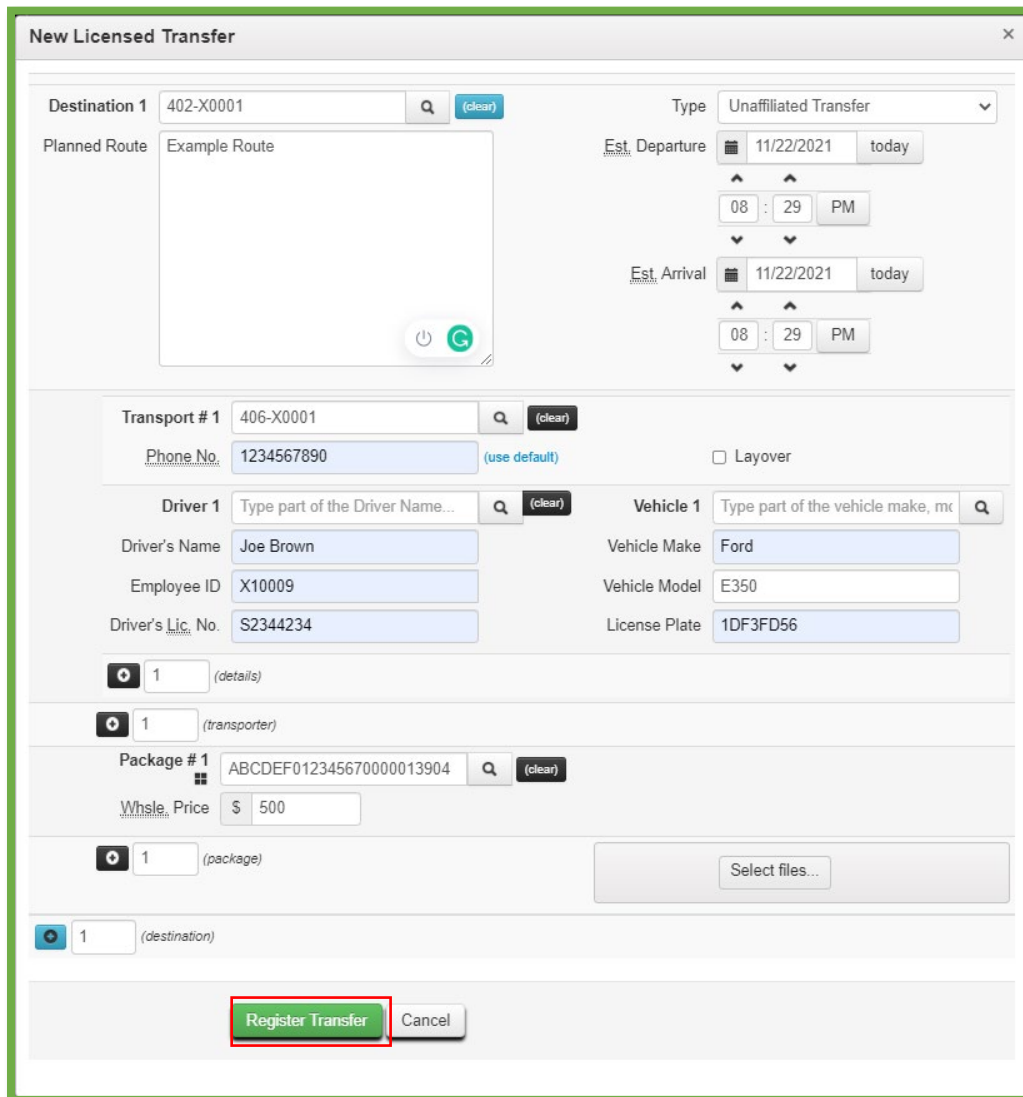
  I.   Restricting Multi-Destination Transfer Manifests to Display only the Destination License Viewing the Manifest

  II.   Added Source Harvest Field to the Transfer Grid and Manifest

Please find on the following pages a detailed description of the enhancements:

Multi-Destination Transfer Manifests

There is the ability to view manifests for transfers they are receiving once created by the shipping license. Shipping licenses can create multi-destination transfers if the transporter is completing multiple transfers in a single trip. However, now receiving licensees will only see the license they are viewing the manifest under as a destination.

To create a multi-destination transfer, at the shipping facility, create the transfer then use the blue "+" button to add multiple destinations. This button is shown below in **Figure 1**.
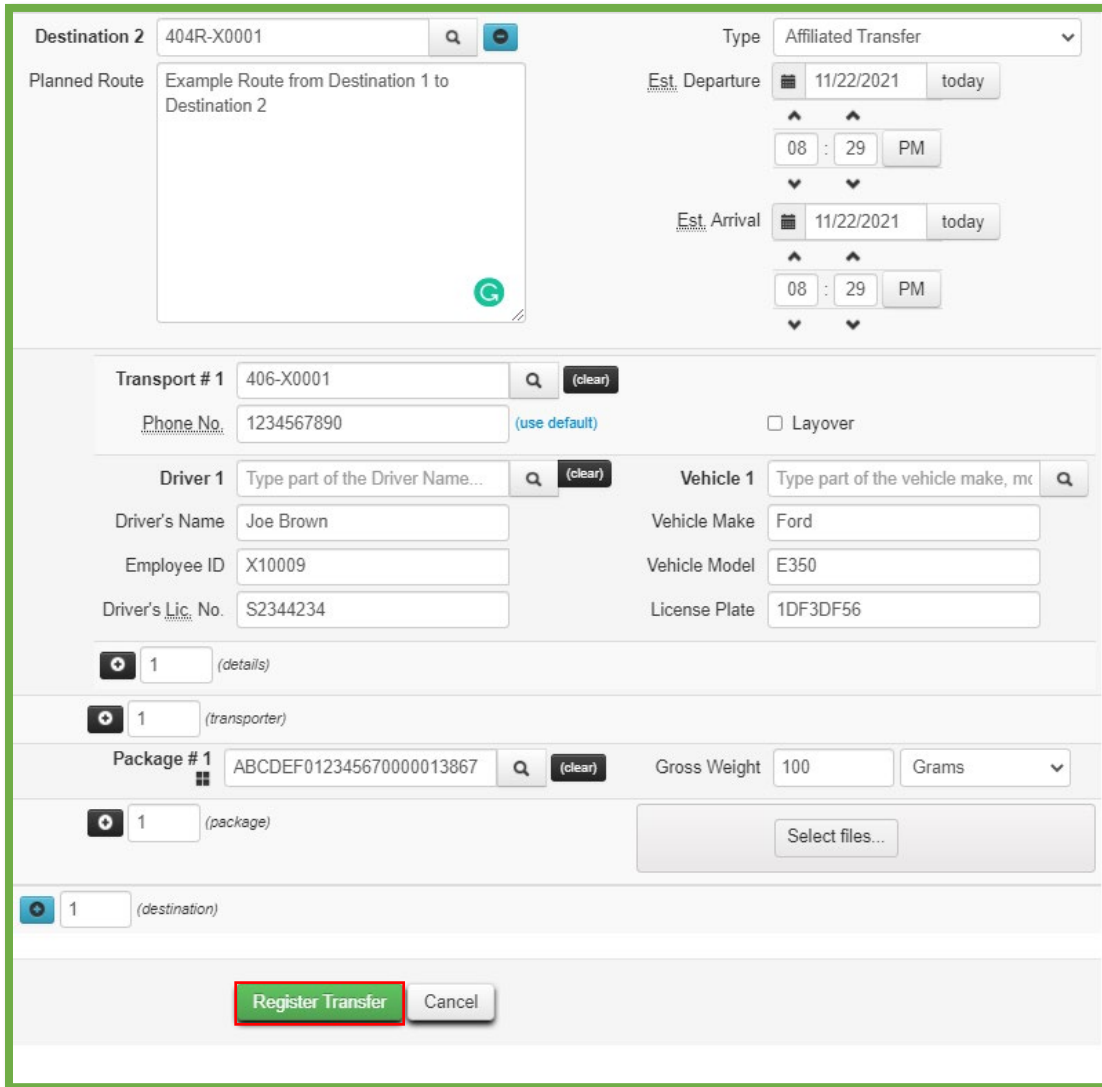

Figure 1: Add Transfer Destination Button

This button will trigger the additional destinations to the transfer action window and then enter all the required information for the second destination. Once complete, utilize the green "Register Transfer" button to complete the process. This step is demonstrated below in **Figure 2**.

Figure 2: Create Multi-Destination Transfer Action Window

Once the transfer is registered, the ability to view the manifests that are outgoing and incoming to the facility will be available.

Please Note: At receiving facilities of a multi-destination transfer, a licensee will only be able to view the entry for the transfer incoming to the facility under which the manifest was viewed.

Source Harvest Field for Transfers

Metrc has added the source harvest field of packages being transferred so it can be viewed within the transfer drill down and the transfer manifest. To view the source harvest of a package in a transfer, navigate to their licensed transfer screen and drill down on transfer, then the destination to view the package information will now display the source harvest. This is shown below in **Figure 3**.
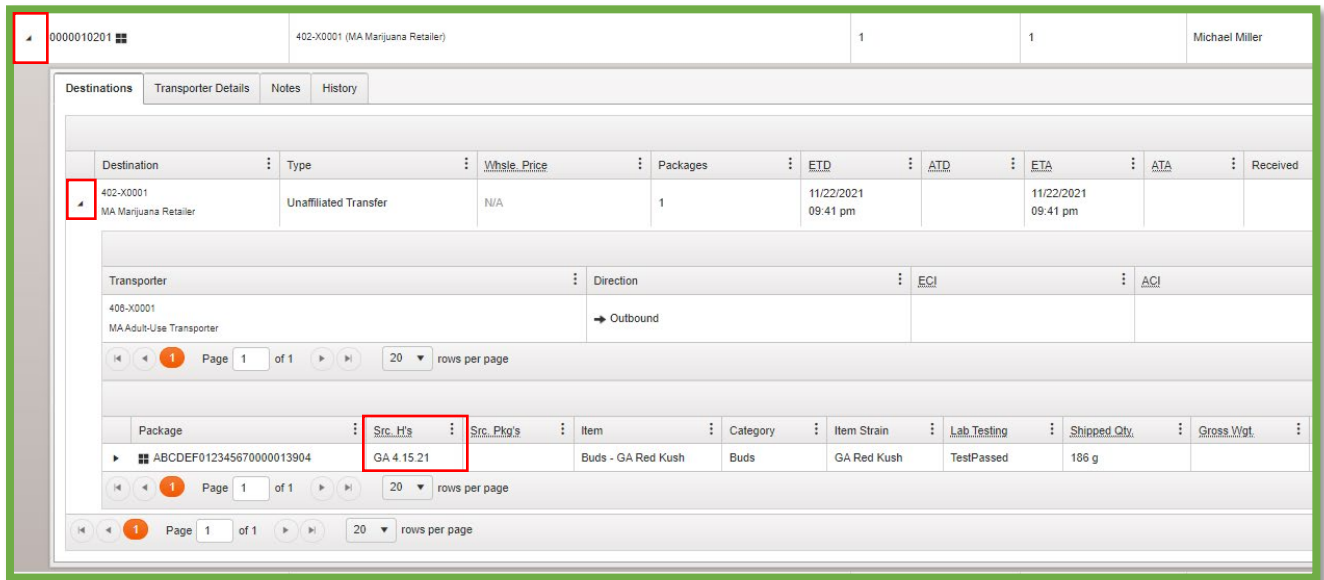

Figure 3: View Source Harvest in Transfer Table

In addition to the transfer screen, now see the source harvest field can be seen on all transfer manifests, as seen below in **Figure 4**.

metrc

METRC®
MARIJUANA TRANSPORTATION MANIFEST

All sales transactions are to be completed prior to transportation of any MARIJUANA. The receiving entity may reject product delivered, but amount delivered must be limited to amount agreed upon in prior sales transaction.

Manifest No.	0000010201	Date Created	11/22/2021 9:41 PM
Originating Entity	MA Marijuana Cultivator A		For Agency Use Only
Originating License Number	403-X0001		
Address of Originating Entity	202 East St Boston, MA 02131		
Phone No. of Originating Entity	555-555-5559		

1. Destination	MA Marijuana Retailer	Destination Phone No.	555-555-5557
Destination License Number	402-X0001	Date and Approx. Time of Departure	11/22/2021 9:41 PM
Address of Destination	200 East St Boston, MA 02129	Date and Approx. Time of Arrival	11/22/2021 9:41 PM
		Date/Time Received	
Route to be Traveled Sample Route		Notes: details for extenuating circumstances (e.g., road closure, flat tire, etc.)	

1. Outbound Transporter	MA Adult-Use Transporter	No Layover Scheduled	
Transporter License Number	406-X0001		
Address of Transporter	20 Beacon St Boston, MA 02127		

Contact Phone No. for Inquiries: 1234567890

Name of Person Transporting	Joe Brown	Employee ID of Driver	X10009
State Driver's License No.	S234234	Signature of Person Transporting	
Make, Model, License Plate No.	Ford E350 1DF3FD56		

1. Package | Shipped	Production Batch No.	Item Name	Quantity
ABCDEF012345670000013904 Lab Test: TestPassed		Buds - GA Red Kush (Buds)	Shp: 186.0000 g
Item Details	Strain: GA Red Kush		
Source Harvest(s)	GA 4.15.21		

Figure 4: Source Harvest Field on Transfer Manifests

Metrc Resources

On the far right of the navigation panel, there is a Support dropdown. Please utilize this dropdown to reference the Metrc and Nevada specific guides, contact Metrc customer support, access our short training videos and sign up for training. These tools can be used at any time for no additional charges as long as you are entered within an active licensed business.

Figure 5 Support Section

Metrc Support Bulletin

Signing up for training through the main page can be done before logging in as long as you have your Business License Number. Remember the New Business Metrc Training must be taken in order to receive your credentials.
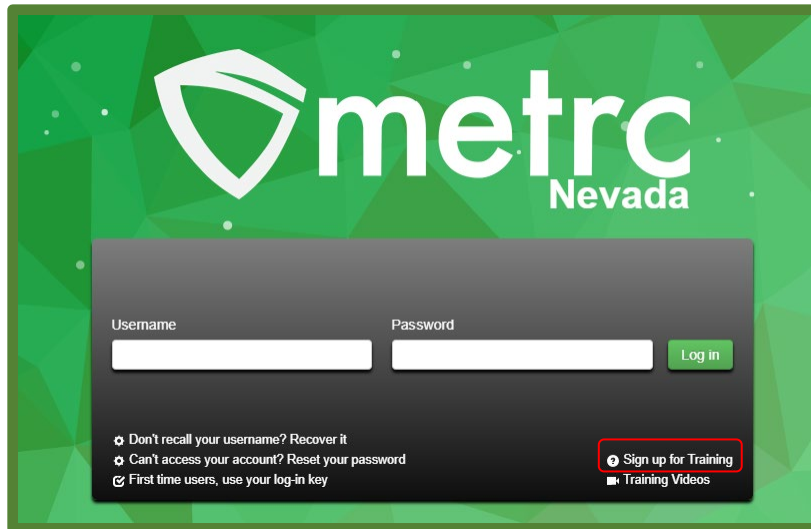

Figure 6 Metrc Main Page

Below are the schedules for the available training classes shown in **Figure 7**. You can take as many classes as needed, these are remote webinars and at no cost. The Advanced classes are focused exclusively on the day to day actions for a specific license type, we recommend taking the Advanced Metrc training classes every 6 months as there is always new functionality being added or updated. This can also be referenced in the Bulletins Archive.
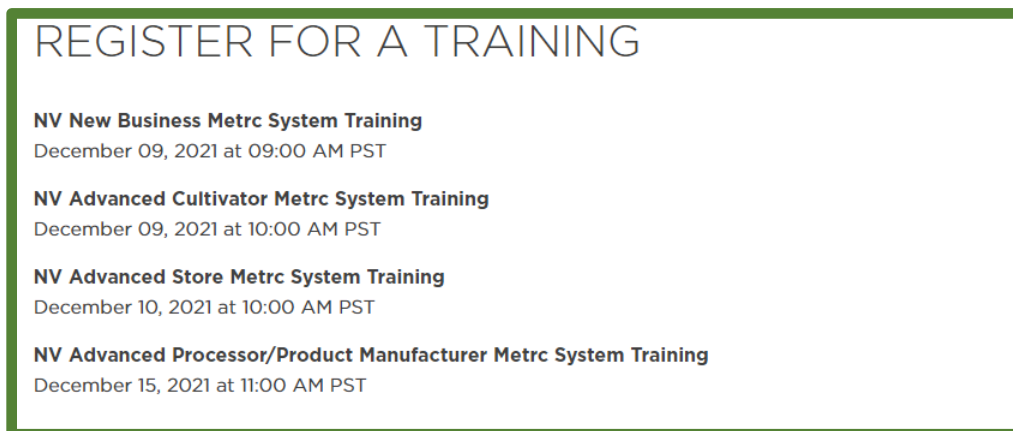

Figure 7 Training schedule for week of 12/6/2021

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The Metrc short training videos can also be accessed through our YouTube channel. The videos cover a wide arrange of topics and are always a good reminder on how to perform certain day to day actions some of which are shown in **Figure 8**.
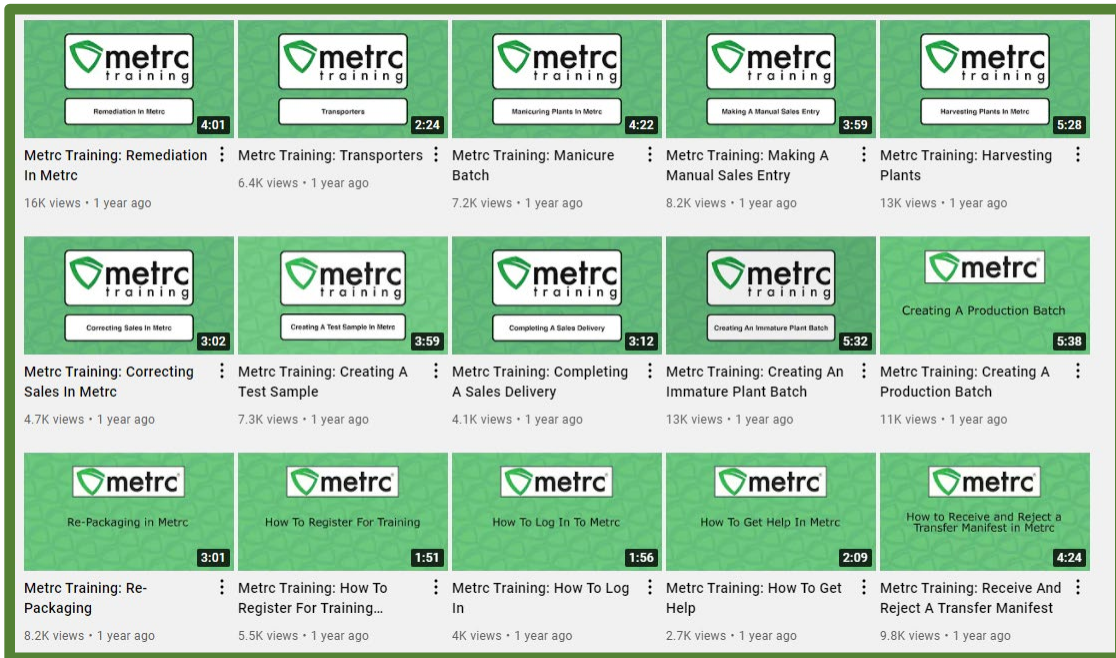

Figure 8 Metrc YouTube videos

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