

OCTOBER 12, 2018

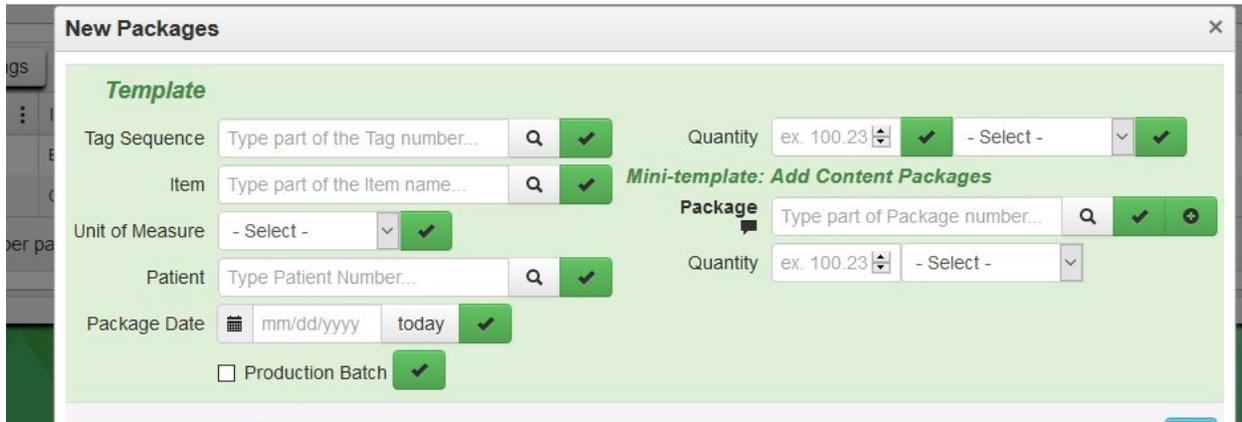
Greetings Metrc Users,

Metrc® is pleased to provide some updates and information on the newest features available in the software and review some previously released functionality.

Metrc has been updated to incorporate functionality that can be used to make things easier when creating packages. Please find following a full description of each new item detail:

Package template

Navigate to the Packages section of Metrc. Select the Active tab and then click the New Packages button. Click the blue add button to add additional packages and the following Mini-template will appear.



New Packages X

Template

Tag Sequence Q ✓

Quantity ✓ - Select - ✓

Item Q ✓

Mini-template: Add Content Packages

Unit of Measure - Select - ✓

Package Q ✓ ⊕

Patient Q ✓

Quantity - Select - ✓

Package Date today ✓

Production Batch ✓

The New Packages Template and Mini-template are blank by default. You will notice the green add button and the green check button next to the Package field. The green check button allows you to apply the package number, quantity, and unit of measure to all the subsequent packages being created. In using the Mini-template, click the green check button to apply the first package to the subsequent packages being created below.

New Packages

Template

Tag Sequence: 1A4FF010000007D000000007

Quantity: 0.0001 Each

Item: Blue Dream Plants

Unit of Measure: Each

Patient: 1336679

Package Date: 09/14/2018 today

Production Batch

Mini-template: Add Content Packages

Package: 1A4FF010000007D000000006

Quantity: 0.0003 Each

New Package # 1

New Tag: 1A4FF010000007D000000007

Item: Blue Dream Plants

Quantity: ex. 100.23 Each Σ

Patient: 1336679

Package Date: 09/14/2018 today

Production Batch

Package # 1: 1A4FF010000007D000000006

Quantity: 0.0003 Each

Packaging - new total will be 2.9997 ea

(contents)

New Package # 2

New Tag: 1A4FF010000007D000000008

Item: Blue Dream Plants

Quantity: ex. 100.23 Each Σ

Patient: 1336679

Package Date: 09/14/2018 today

Production Batch

Package # 1: 1A4FF010000007D000000006

Quantity: 0.0003 Each

Packaging - new total will be 2.9997 ea

(contents)

Click the green add button to add additional packages to the packages being created below.

New Packages ✕

Template

| | | | | | | | | | |
|---|--------------------------|-------|---|---|--|--------------------------|---|------|---|
| Tag Sequence | 1A4FF010000007D000000007 | Q | ✓ | | Quantity | 0.0001 | ✓ | Each | ✓ |
| Item | Blue Dream Plants | Q | ✓ | | Mini-template: Add Content Packages | | | | |
| Unit of Measure | Each | ✓ | | | Package | 1A4FF010000007D000000005 | Q | ✓ | + |
| Patient | 1336679 | Q | ✓ | | Quantity | 0.0003 | | Each | |
| Package Date | 09/14/2018 | today | ✓ | | | | | | |
| <input type="checkbox"/> Production Batch | | | | ✓ | | | | | |

New Package # 1 -

| | | | | | | | | | |
|---|--------------------------|-------|------|---|--|--------------------------|---|------|---|
| New Tag | 1A4FF010000007D000000007 | Q | | | | | | | |
| Item | Blue Dream Plants | Q | | | Mini-template | | | | |
| Quantity | ex. 100.23 | | Each | Σ | Quantity | 0.0001 | ✓ | Each | ✓ |
| Patient | 1336679 | Q | | | Package # 1 | 1A4FF010000007D000000006 | Q | - | |
| Package Date | 09/14/2018 | today | | | Quantity | 0.0003 | | Each | |
| <input type="checkbox"/> Production Batch | | | | | Packaging - new total will be 2.9997 ea | | | | |
| | | | | | Package # 2 | 1A4FF010000007D000000005 | Q | - | |
| | | | | | Quantity | 0.0003 | | Each | |
| | | | | | Quantity and Adj. UoM have different Quantity Types. | | | | |
| | | | | + | (contents) | | | | |

New Package # 2 -

| | | | | | | | | | |
|---|--------------------------|-------|------|---|--|--------------------------|---|------------|---|
| New Tag | 1A4FF010000007D000000008 | Q | | | | | | | |
| Item | Blue Dream Plants | Q | | | Mini-template | | | | |
| Quantity | ex. 100.23 | | Each | Σ | Quantity | ex. 100.23 | ✓ | - Select - | ✓ |
| Patient | 1336679 | Q | | | Package # 1 | 1A4FF010000007D000000006 | Q | - | |
| Package Date | 09/14/2018 | today | | | Quantity | 0.0003 | | Each | |
| <input type="checkbox"/> Production Batch | | | | | Packaging - new total will be 2.9997 ea | | | | |
| | | | | | Package # 2 | 1A4FF010000007D000000005 | Q | - | |
| | | | | | Quantity | 0.0003 | | Each | |
| | | | | | Quantity and Adj. UoM have different Quantity Types. | | | | |
| | | | | + | (contents) | | | | |

Metrc Support Bulletin



If you change your mind and need to revert, simply click the green check button.

Mini-template: Add Content Packages

| | | | | |
|----------|--|-----------------------------------|-----------------------------------|----------------------------------|
| Package | <input type="text" value="1A4FF010000007D0000000006"/> | <input type="button" value="Q"/> | <input type="button" value="✓"/> | <input type="button" value="⊕"/> |
| Quantity | <input type="text" value="0.0003"/> | <input type="button" value="↑↓"/> | <input type="text" value="Each"/> | <input type="button" value="v"/> |

Metrc Support Bulletin



This will apply the indicated package to the subsequent packages and override the previous additions made utilizing the green check button.

New Packages

Template

| | | | | | | | | |
|---|--------------------------|-------|---|--|--------------------------|---|------------|---|
| Tag Sequence | 1A4FF010000007D000000007 | Q | ✓ | Quantity | ex. 100.23 | ✓ | - Select - | ✓ |
| Item | Blue Dream Plants | Q | ✓ | Mini-template: Add Content Packages | | | | |
| Unit of Measure | Each | ✓ | | Package | 1A4FF010000007D000000006 | Q | ✓ | + |
| Patient | 1336679 | Q | ✓ | Quantity | 0.0003 | | Each | ✓ |
| Package Date | 09/14/2018 | today | ✓ | | | | | |
| <input type="checkbox"/> Production Batch | | | | ✓ | | | | |

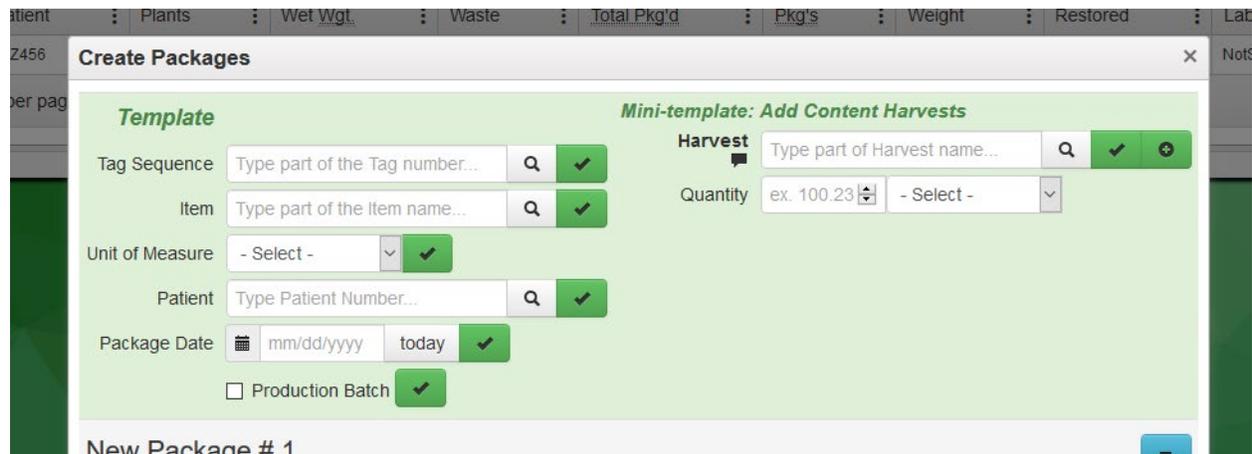
New Package # 1

| | | | | | | | |
|---|--------------------------|------------|---|--|--------------------------|---|------|
| New Tag | 1A4FF010000007D000000007 | Q | | Package # 1 | 1A4FF010000007D000000006 | Q | ⊖ |
| Item | Blue Dream Plants | Q | | Quantity | 0.0003 | | Each |
| Quantity | ex. 100.23 | - Select - | Σ | Packaging - new total will be 2.9997 ea | | | |
| Patient | 1336679 | Q | | + (contents) | | | |
| Package Date | 09/14/2018 | today | | | | | |
| <input type="checkbox"/> Production Batch | | | | | | | |

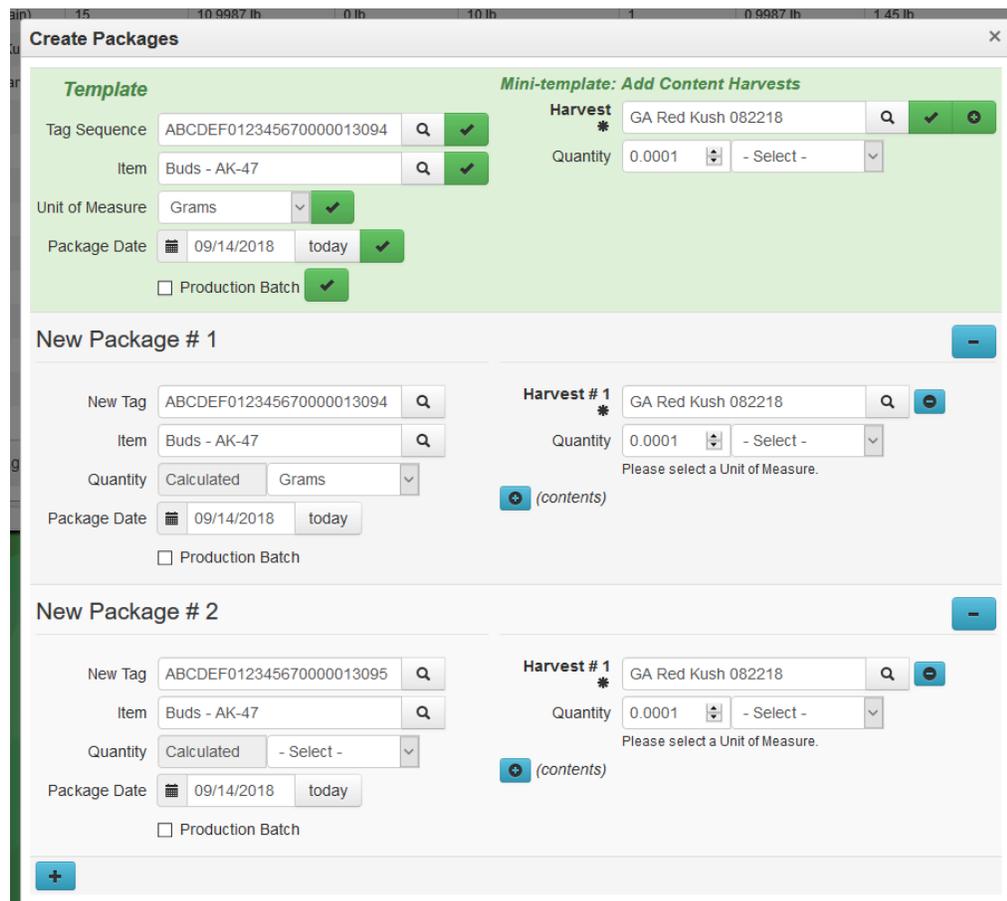
New Package # 2

| | | | | | | | |
|---|--------------------------|------------|---|--|--------------------------|---|------|
| New Tag | 1A4FF010000007D000000008 | Q | | Package # 1 | 1A4FF010000007D000000006 | Q | ⊖ |
| Item | Blue Dream Plants | Q | | Quantity | 0.0003 | | Each |
| Quantity | ex. 100.23 | - Select - | Σ | Packaging - new total will be 2.9997 ea | | | |
| Patient | 1336679 | Q | | + (contents) | | | |
| Package Date | 09/14/2018 | today | | | | | |
| <input type="checkbox"/> Production Batch | | | | | | | |

Navigate to the Plants section of Metrc. Select the Harvested tab and then click the Create Packages button. Click the blue add button to add additional packages and the following Mini-template will appear.



The Create Packages Template and Mini-template are blank by default. You will notice the green add button and the green check button next to the Harvest field. The green check button allows you to apply the harvest name, quantity, and unit of measure to all the subsequent packages being created. In using the Mini-template, click the green check button to apply the first harvest to the subsequent packages being created below.



Then, click the green add button to add additional harvests to the packages being created below.

Create Packages

Template

Tag Sequence: ABCDEF012345670000013094 ✓

Item: Buds - AK-47 ✓

Unit of Measure: Grams ✓

Package Date: 09/14/2018 today ✓

Production Batch ✓

Mini-template: Add Content Harvests

Harvest #: Flo 7/19/18 ✓

Quantity: 0.0003 - Select -

New Package # 1

New Tag: ABCDEF012345670000013094

Item: Buds - AK-47

Quantity: Calculated Grams

Package Date: 09/14/2018 today

Production Batch

Mini-template

Unit of Measure: - Select - ✓

Harvest # 1: GA Red Kush 082218

Quantity: 0.0001 - Select -

Please select a Unit of Measure.

Harvest # 2: Flo 7/19/18

Quantity: 0.0003 - Select -

Please select a Unit of Measure.

(contents)

New Package # 2

New Tag: ABCDEF012345670000013095

Item: Buds - AK-47

Quantity: Calculated - Select -

Package Date: 09/14/2018 today

Production Batch

Mini-template

Unit of Measure: - Select - ✓

Harvest # 1: GA Red Kush 082218

Quantity: 0.0001 - Select -

Please select a Unit of Measure.

Harvest # 2: Flo 7/19/18

Quantity: 0.0003 - Select -

Please select a Unit of Measure.

(contents)

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If you change your mind and need to revert, click the green check button.

Mini-template: Add Content Harvests

Harvest * Flo 7/19/18

Quantity 0.0003 - Select -

This will apply the indicated harvest to the subsequent packages created below and override the previous additions made utilizing the green add button.

Create Packages

Template

Tag Sequence ABCDEF012345670000013094

Item Buds - AK-47

Unit of Measure Grams

Package Date 09/14/2018

Production Batch

Mini-template: Add Content Harvests

Harvest * GA Red Kush 082218

Quantity 0.0001 - Select -

New Package # 1

New Tag ABCDEF012345670000013094

Item Buds - AK-47

Quantity Calculated Grams

Package Date 09/14/2018

Production Batch

Harvest # 1 * GA Red Kush 082218

Quantity 0.0001 - Select -

Please select a Unit of Measure.

(contents)

New Package # 2

New Tag ABCDEF012345670000013095

Item Buds - AK-47

Quantity Calculated - Select -

Package Date 09/14/2018

Production Batch

Harvest # 1 * GA Red Kush 082218

Quantity 0.0001 - Select -

Please select a Unit of Measure.

(contents)

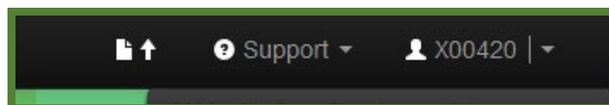
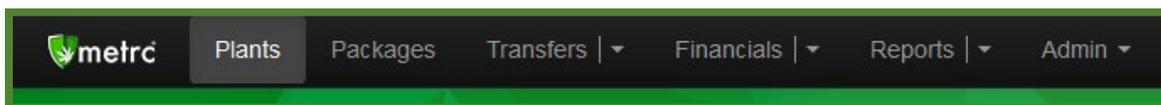
Display the requested test and the Production Batch on the manifest

Next to each test sample package, Metrc now includes an indicator of what test(s) were requested during the creation of the package. This information is displayed on the manifest (Pictured below). Also, when a package is part of a production batch the manifest now reflects the production batch information instead of the harvest batch information (Pictured below).

The following manifest includes one package with Required Lab Test Batches and one without.

| | | | | | |
|--|---|-----------------------------------|-----------------|-----------------------------------|--|
| State Driver's License No.: | 212E1001000 | | | Signature of Person Transporting: | |
| Make, Model, License Plate No.: | Ford GranTurismo Sport PRECISE | | | | |
| Package # 1 | Production Batch | Item Name | Quantity | | |
| ABCDEF012345670000019106 Lab Test: SubmittedForTesting Status: Shipped | | Buds - Spring Hill Kush (Buds) | Shp: 1.0000 oz | | |
| Harvests: | 2018-09-18-Harvest Room-H | | | | |
| Req'd Lab Test Batches: | Cannabinoids, Category I Residual Pesticides (required), Category I Residual Solvent or Processing Chemicals (required), Category II Residual Pesticides (required), Category II Residual Solvents and Processing Chemicals (required), Foreign Materials (required), Heavy Metals (optional), Homogeneity (edibles), Microbiological Impurities (Aspergillus), Microbiological Impurities (required), Moisture Content and Water Activity, Mycotoxins (optional), Terpenoids (optional), Tests | | | | |
| Package # 2 | Production Batch | Item Name | Quantity | | |
| ABCDEF012345670000019107 Lab Test: NotSubmitted Status: Shipped | SHK-PR-20180918 | Buds - Spring Hill Kush (Buds) | Shp: 20.0000 oz | | |
| Harvests: | 2018-09-18-Harvest Room-H | | | | |
| PRODUCT REJECTION (if only a portion of shipment is rejected, circle that portion above) | | | | | |

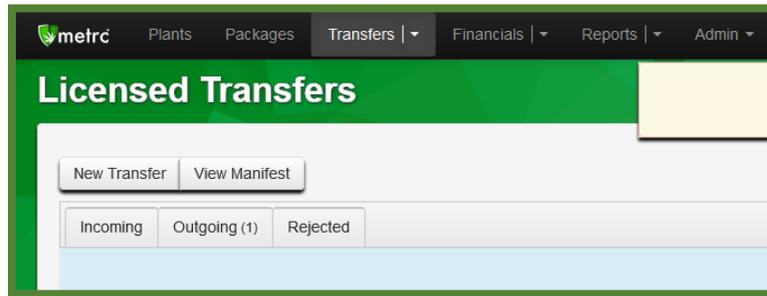
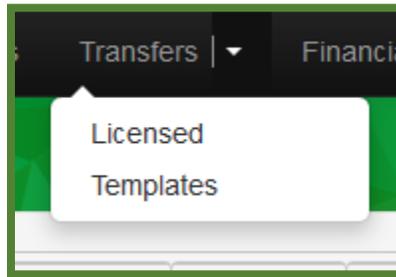
Navigation – Industry User



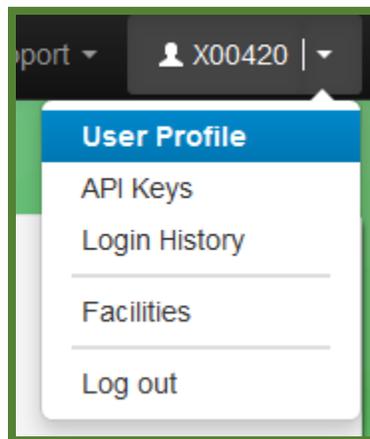
You will notice that the navigation bar has changed. Several navigation options have been delineated with “|”. This represents a two-fold ability for that option. In the example below, if Transfers is selected, Metrc navigates to the default page for Transfers (“Licensed Transfers”) and if the down caret is selected, a drop-down menu of options is displayed.

Clicking Transfers vs Clicking the Down Caret

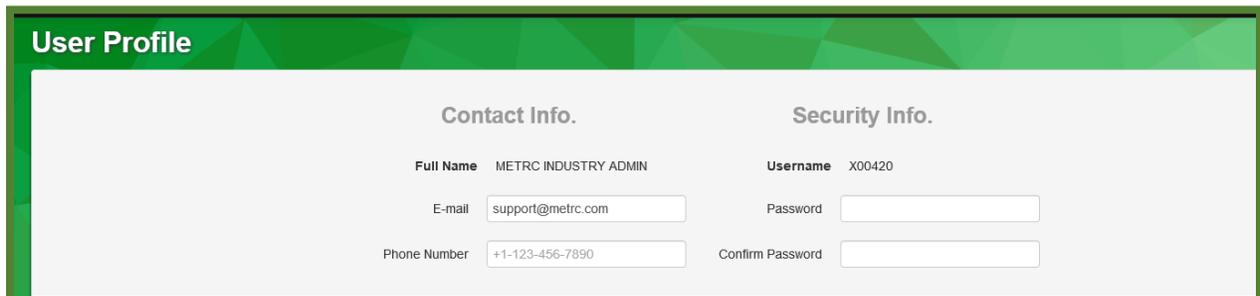
Clicking Transfers



Clicking the Down Caret



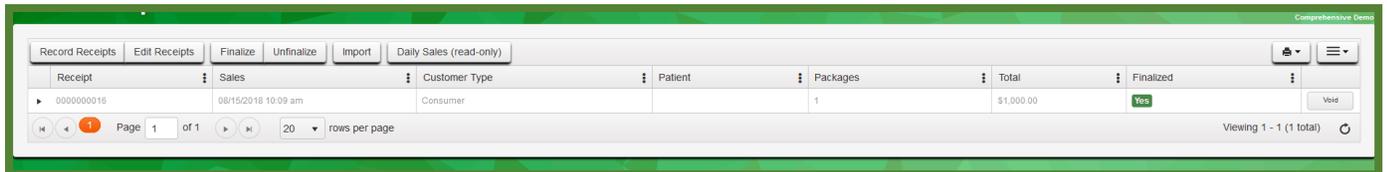
You will also notice that the user account area is delineated. In the example above, if X00420 is selected, Metrc navigates to the User Profile. If the down caret is selected, the drop-down menu of options is displayed.



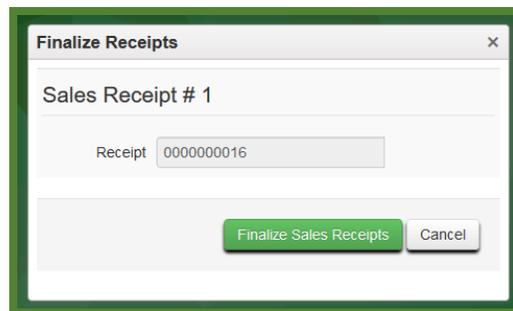
If the navigation option is not delineated, it functions as it did before.

Sales Receipt Finalize and Unfinalize Buttons

The Sales Receipt section of Metric has been updated to include two new buttons: Finalize and Unfinalize. A new Finalized column (filterable) has been added to the Sales Receipt grid as well.

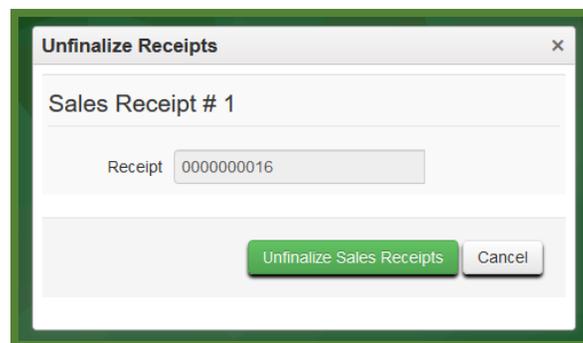


When a receipt is no longer active, select the receipt and click the Finalize button. The following window will appear. Verify the receipt number and click the “Finalize Sales Receipts” button. **Note: A receipt should be considered “no longer active” once it becomes unlikely that it will need editing. Larger stores may want to Finalize older Sales Receipts at a faster pace (e.g. on a weekly basis).**



This will remove the receipt from the list of current receipts Metric pulls when you edit receipts, which will. **Note: Only those receipts not marked as “finalized” will display in the edit receipts window.**

If a “finalized” receipt later needs to be edited, utilize the Unfinalize button on the Sales Receipts grid. Select the desired receipt and click the Unfinalize button. The following window will appear. Verify the receipt number and click the “Unfinalize Sales Receipts” button.



Metrc Support Bulletin



Please feel free to email support@metrc.com or call 877-566-6506 with any questions, or to request a copy of previous industry bulletins.