

Bulletin Number: OK_IB_0024	Distribution Date: 7/07/23	Effective Date: Ongoing
Contact Point: Metrc® Support	Subject: New MMJ Waste (by Count) Item Category	
Reason: Metrc is providing an update on the addition of the new MMJ Waste (Count) item category		

Greetings Metrc Users,

Metrc, in conjunction with the OMMA, would like to announce the addition of the MMJ Waste (by Count) item category that can now be used for waste products that are count based. This bulletin will walk through the process of creating an item using the new item category.

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

MMJ Waste (by Count) Item Category

To navigate to the Items grid, select the Items option under the Admin area. This step is shown in **Figure 1**.

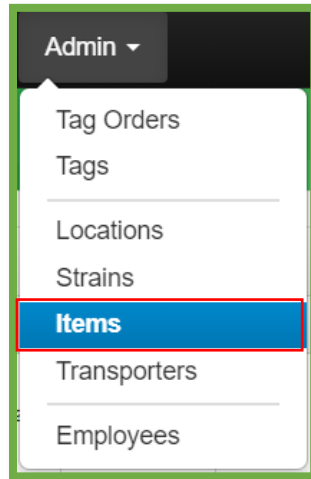


Figure 1: Admin Menu with Items Option

Please Note: If you do not see this option, you will need to be granted permission under the employee admin menu by an administrator.

Once on the Items grid, use the “Add items” button to begin the process. This step is shown in **Figure 2**.

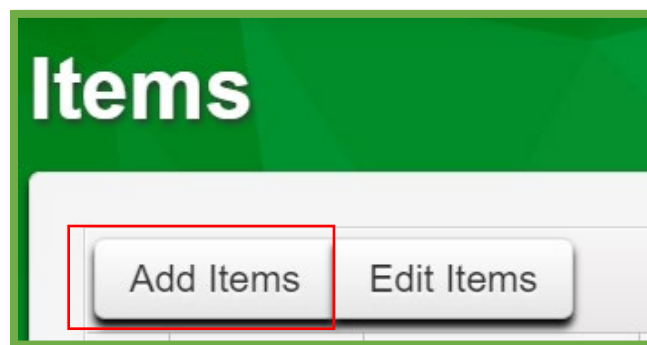
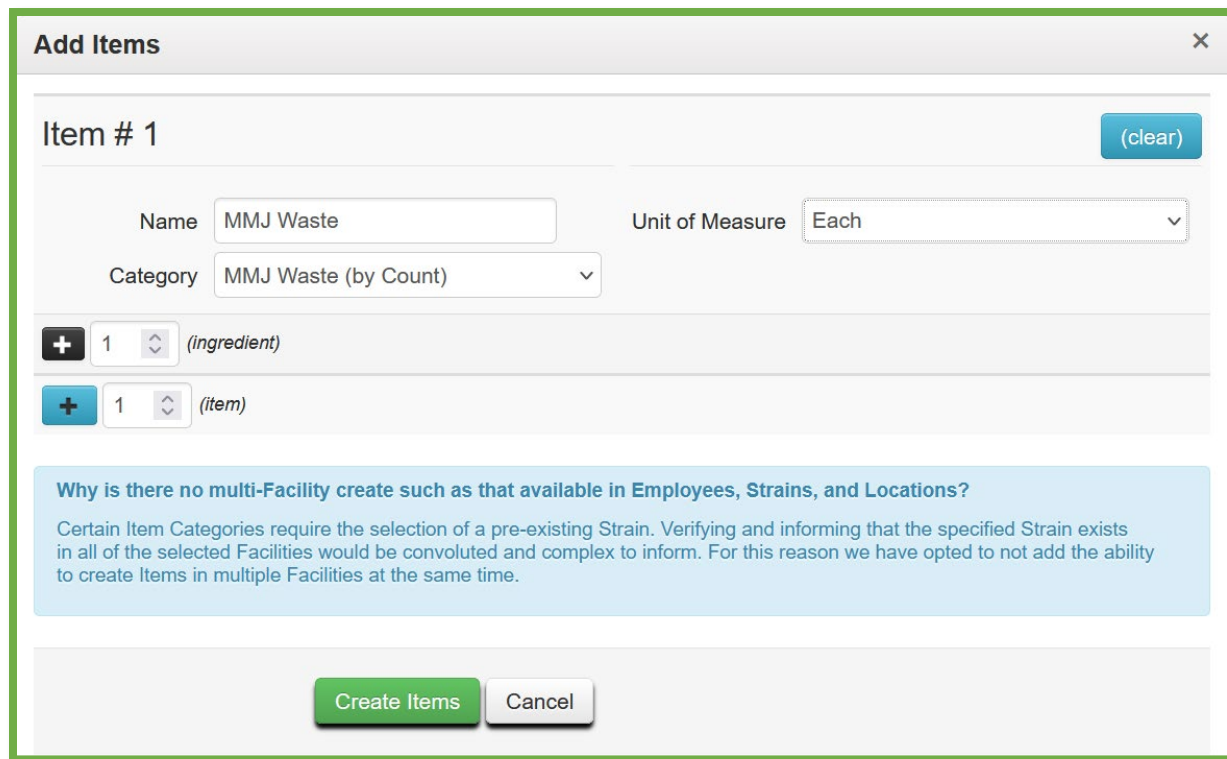


Figure 2: Add Items Button

The “Add Items” button will open an action window to create an item utilizing the “MMJ Waste (by Count)” item category entering all the information. Once the information is entered, use the green “Create Items” button to complete the process and create the new item. This step is demonstrated below in **Figure 3**.



Add Items [X]

Item # 1 [clear]

Name: MMJ Waste Unit of Measure: Each

Category: MMJ Waste (by Count)

+ 1 (ingredient)

+ 1 (item)

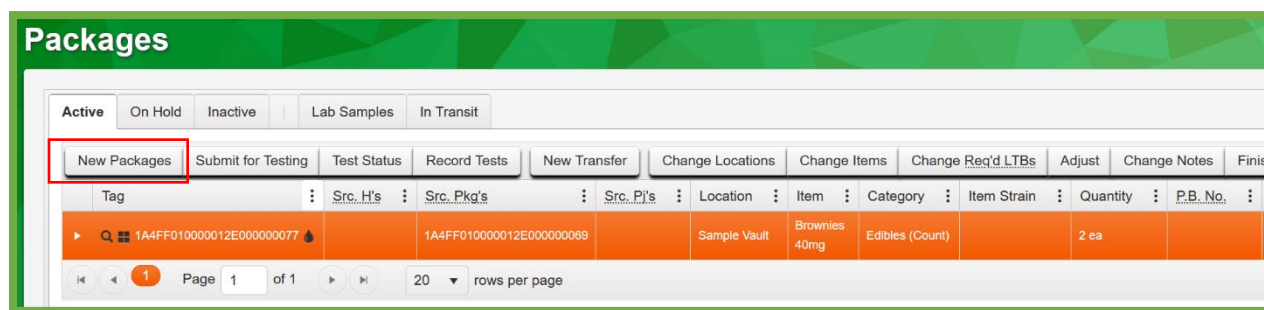
Why is there no multi-Facility create such as that available in Employees, Strains, and Locations?

Certain Item Categories require the selection of a pre-existing Strain. Verifying and informing that the specified Strain exists in all of the selected Facilities would be convoluted and complex to inform. For this reason we have opted to not add the ability to create Items in multiple Facilities at the same time.

Create Items Cancel

Figure 3: Add MMJ Waste (by Count) Action Window

Once the item is created, navigate to the packages grid and select the count-based waste package that is being pulled from for a new package and use the “New Packages” button. This step is demonstrated in **Figure 4**.



Packages

Active On Hold Inactive Lab Samples In Transit

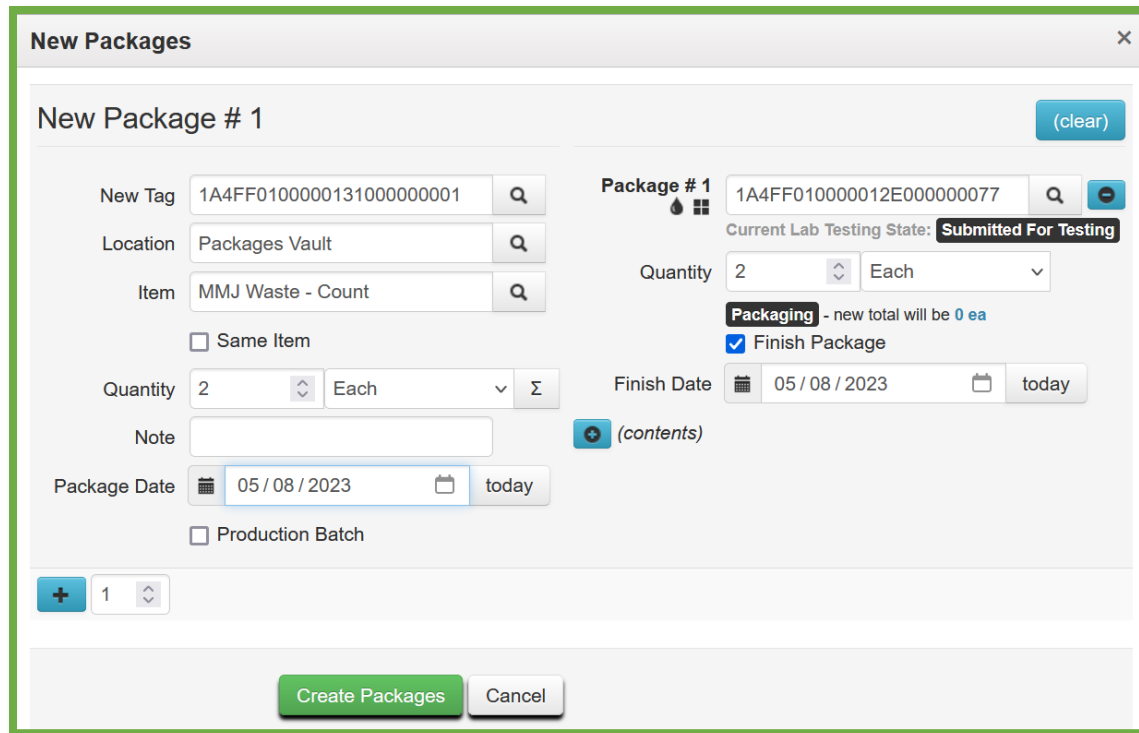
New Packages Submit for Testing Test Status Record Tests New Transfer Change Locations Change Items Change Req'd LTBs Adjust Change Notes Finish

Tag	Src. H's	Src. Pkg's	Src. Pj's	Location	Item	Category	Item Strain	Quantity	P.B. No.
1A4FF010000012E000000077		1A4FF010000012E000000009		Sample Vault	Brownies 40mg	Edibles (Count)		2 ea	

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Figure 4: Select Count-Based Waste Package

This button will trigger an action window to create the new count-based waste package. Then indicate the count of the waste items taken from the source package on the right-hand side and the count of the waste items for the new package information on the left-hand side. This step is demonstrated in **Figure 5** below.



New Packages

New Package # 1 (clear)

New Tag: 1A4FF0100000131000000001

Location: Packages Vault

Item: MMJ Waste - Count

☐ Same Item

Quantity: 2 Each

Note:

Package Date: 05/08/2023 today

☐ Production Batch

Package # 1 1A4FF010000012E0000000077

Current Lab Testing State: Submitted For Testing

Quantity: 2 Each

Packaging - new total will be 0 ea

☒ Finish Package

Finish Date: 05/08/2023 today

(contents)

+ 1

Create Packages Cancel

Figure 5: Create Count-Based Waste Package Action Window

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