Metrc Support Bulletin

Bulletin Number: ME_IB_0033	Distribution Date: 08/01/2023	Effective Date: See bulletin details
Contact Point: Metrc Support	**Subject:** Plant Group implementation update	
Topic: Plant Group virtual training and updates on tag orders/tag order functionality.		

Greetings,

In accordance with instructions from the Office of Cannabis Policy (OCP), Metrc will be releasing new functionality to support the general availability of "Flexible Standardized Batch Tracking" (FSBT) for Maine's adult use cannabis cultivators, which goes into effect in September 2023.

New functionality will only be relevant for Metrc users in Maine who choose to operate under the new FSBT guidelines and will require a change to users' standard operating procedures as it relates to Metrc, including procurement of the proper quantity of RFID-enabled plant tags and using the proper Metrc system functionality to remain compliant with OCP regulations.

To support industry preparedness, the following resources will be provided by Metrc, including several Metrc Learn training opportunities. The rollout of new functionality is planned as follows:

Key date	Activity
Tuesday, August 15	A technical bulletin will be published with relevant information regarding Metrc functionality changes
	On-demand virtual training modules will be live in Metrc Learn with updated content for ME New Business Training, Metrc Plant Group Tagging Training, and ME Advanced Cultivator Training*
Monday, August 21	Ordering of plant group tags will be live and pre-ordering can begin
Tuesday, August 22	Optional live training begins at 4:00 p.m. EST*
Thursday, August 24	Optional live training begins at 2:00 p.m. EST*
September 2023	New functionality in Metrc goes live

*Note: Metrc Learn registration is required to access on-demand training modules and live training sessions.

For more details, please review this bulletin and reach out to Metrc for additional support.

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Flexible Standardized Batch Tracking (FSBT)

The FSBT system that will be available in September 2023 will offer Maine's adult-use cultivators the option to use fewer, standardized plant group tags alongside individual plant tags to enhance flexibility within the Metrc system while maintaining compliance.

Important notes:
- Plant Groups are defined as groups of cannabis plants at the same growth stage, location, _and_ strain moving together as a group.
- Metrc documentation will refer to tags used in Maine's FSBT system as _Plant Groups_.

Beginning in September 2023, plants can be tracked in the following ways:

- Cannabis Plant 1 QTY (current option)
- Cannabis Plant 5 QTY
- Cannabis Plant 10 QTY
- Cannabis Plant 25 QTY
- Cannabis Plant 50 QTY
- Use of multiple plant group tags
- Use of different and/or multiple plant group tags and/or individual plant tags

Cultivators will not be required to have 50 plants to be eligible to use a 50-count plant group tag, however, data captured in the Metrc system must be accurate. Users will be required to note various data inputs, such as which tags (plant group and/or individual) were used, how many tags were used, and the total number of plants being cultivated under each plant group tag.

Example: If a harvest includes 48 plants, a "50" plant group tag may be used, and "48 plants" should be entered into Metrc for that specific "50" plant group tag.

Both individual and plant group tags will be available for purchase for all Maine adult-use licensed cultivators as of August 21, 2023. While neither option offers inherent advantages for larger operators over smaller operators, and current monthly Metrc access fees and plant tag costs will remain the same regardless of choice, each licensed operation must determine which option best suits their operational needs while maintaining continued compliance with OCP regulations and protection of consumers' health and safety.

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<u>Ordering RFID-Enabled Plant Tags</u>

The process for ordering tags for plant tracking will remain the same for all Maine adult-use licensed cultivators who use Metrc. However, new order options will be made available beginning August 21, 2023. - **See Figure 1**

Additional dropdowns available to select the appropriate tag type and quantity for order; Max of 5,000 tags remains as is today.

Input accurate shipping details to populate S&H and Total Amount due.

Select the preferred payment method and relevant information before clicking on the "Place Order" button.

Figure 1: Placing an order – New options

For all tag order options, the cost per tag, regardless of tag type, remains equal and is based on total number of tracked plants.

- Cannabis Plant 1 QTY will have a 1-plant maximum: $0.45 per tag

- Cannabis Plant 5 QTY will have a 5-plant maximum: $2.25 per tag (or $0.45 x 5)

- Cannabis Plant 10 QTY will have a 10-plant maximum: $4.50 per tag (or $0.45 x 10)

- Cannabis Plant 25 QTY will have a 25-plant maximum: $11.25 per tag (or $0.45 x 25)

- Cannabis Plant 50 QTY will have a 50-plant maximum: $22.50 per tag (or $0.45 x 50)

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While all Metrc RFID-enabled plant tags arrive compliance-ready, an important difference to note is tag color.

- When tracking plants individually, plant tags remain blue in color.
- When tracking plants in groups, plant tags will be orange in color, and include the clearly printed plant group count for identification purposes – **see Figure 2**

Figure 2: Group plant tracking – new tag color

Did you know? All Metrc plant tags are enabled with proprietary RFID technology to help automate compliance and streamline operations. To learn more about RFID and third-party integrator solutions in Maine, please visit the Metrc website and Maine Partner Page.

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Metrc Learn Training

Metrc Learn is designed to offer educational opportunities to enhance users' skills with the Metrc system and provides various training options based on experience level. In addition, the learning system is organized into role-specific programs made up of various courses.

> **Important note:** To access Metrc training, Metrc Learn registration is required. See below instructions on how to register for a Metrc Learn account for more information.

Metrc will offer the following educational resources through Metrc Learn to support industry preparedness in advance of new functionality going live in September.

On-demand training

Starting on August 15th, on-demand virtual trainings will be available with updated content on the following topics and located in the "Learning Library" section of Metrc Learn.

- ME New Business Training
- Metrc Plant Group Tagging Training
- ME Advanced Cultivator Training

To access on-demand training, take the following steps:

1. Navigate to Metrc Learn and enter login credentials.
2. Select "Learning Library" from the navigation bar.
3. Enroll in the preferred training module(s) – Metrc Plant Group Tagging, ME Advanced Cultivator, or ME New Business Training – **see Figure 3**
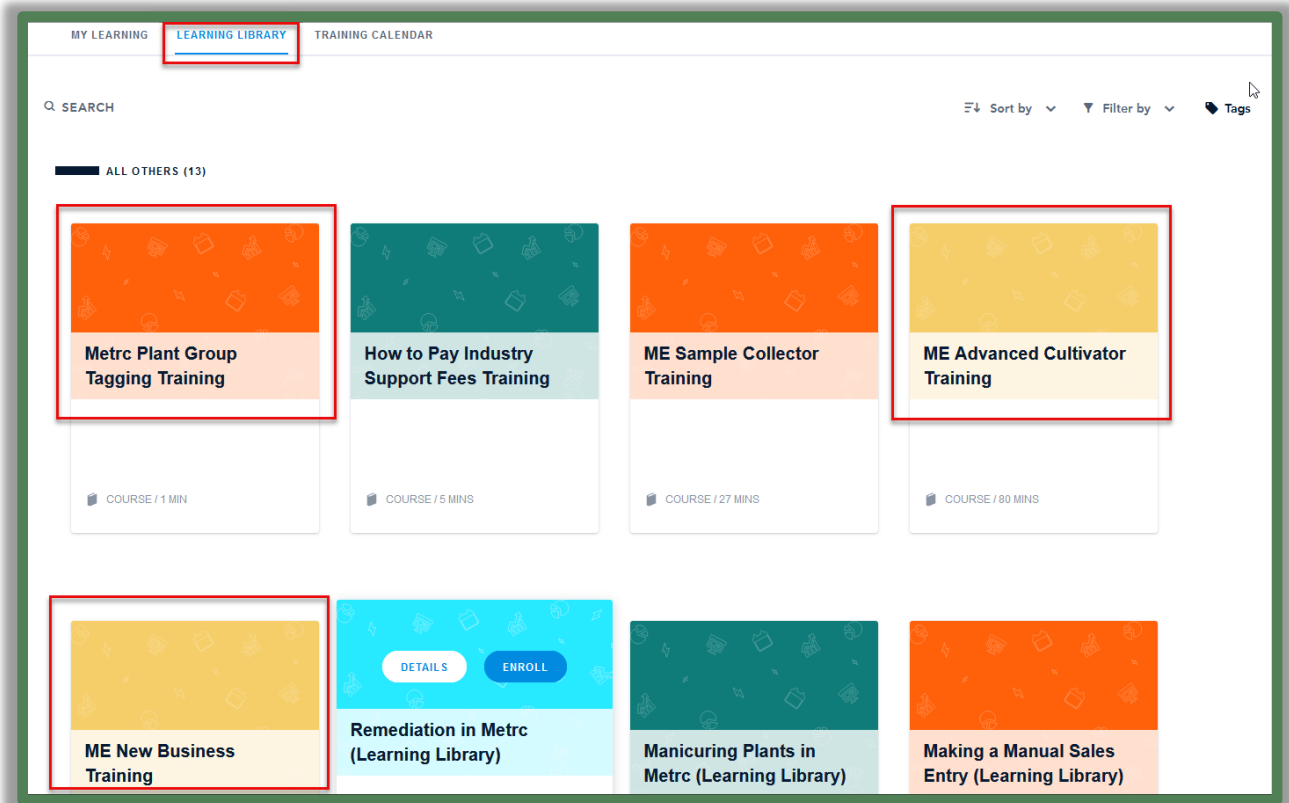
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Figure 3: Access on-demand training in the Learning Library

Live training

In addition, two (2) live one-hour webinar training sessions will be hosted on the following dates and registration can be accessed in the "Training Calendar" section of Metrc Learn.

- August 22, 2023, at 4 p.m. EST
- August 24, 2023, at 2 p.m. EST

To register for a live training session:

- Navigate to Metrc Learn and enter login credentials.
- Select "Training Calendar" from the navigation bar.
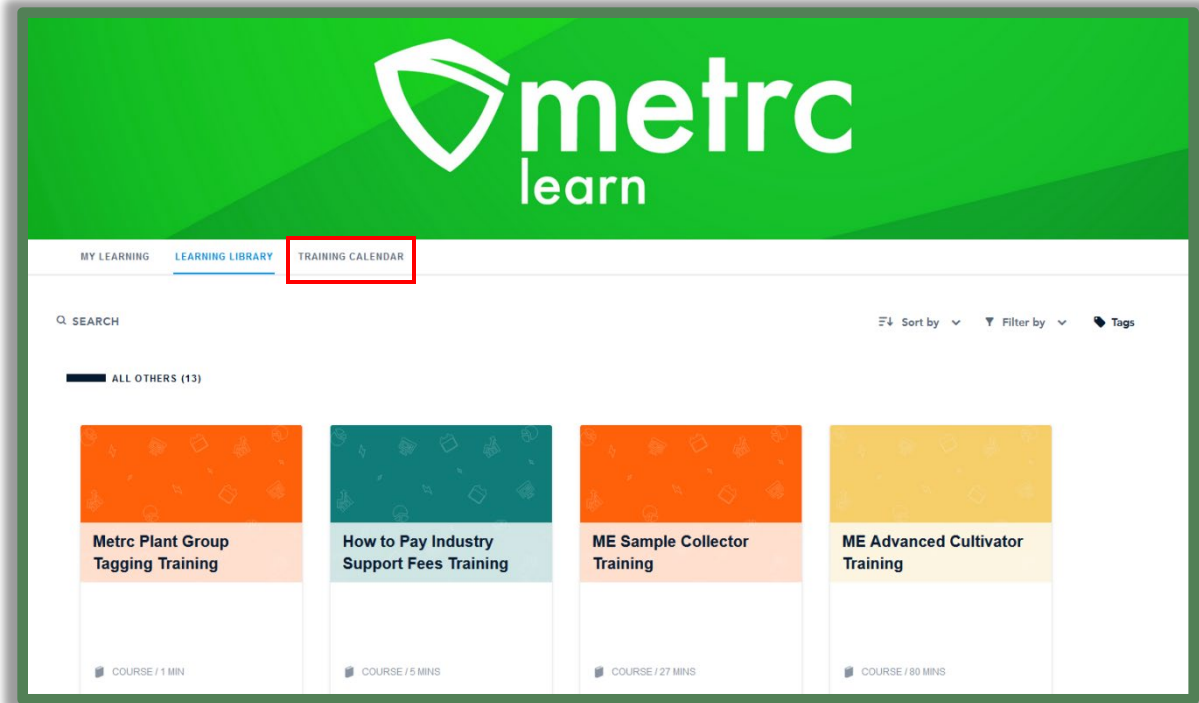- Select the preferred ME live training – **see Figures 4 and 5**

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Figure 4: Access live training sessions in the Training Calendar

Figure 5: Select the session and click the "Register Now" button

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Need to register for Metrc Learn?

To register for Metrc Learn, please take the following steps:

- Navigate to the Metrc Learn Registration page – **see Figure 6**

- Enter the required information and click on the 'Create Account' button.
    - **Note:** Please allow up to 48 hours (Monday – Friday) for registration approval to be granted.

- Upon approval of active Metrc Learn status, an email invitation will be sent to the email provided to set a password.
    - **Note:** If working in multiple licenses, enter all licenses on the lines provided, and then select the license type that reflects the area of the role requesting access to Metrc training.
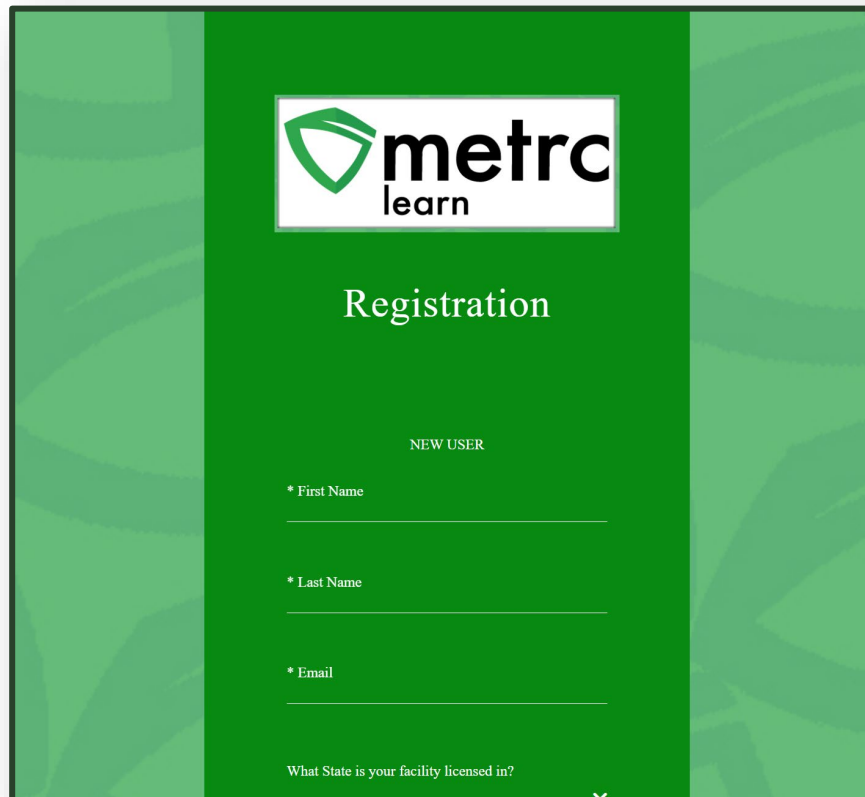

Figure 6: Metrc Learn Registration Page

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Additional Resources and Metrc Support

Additional resources, such as educational guides, are readily available in the Metrc system. Simply click on the "Support" dropdown in the top-right navigation pane and select the appropriate resource – **see Figure 5**

Metrc Support can also be reached via phone, email, or live chat through the Metrc system or by referencing the information below.
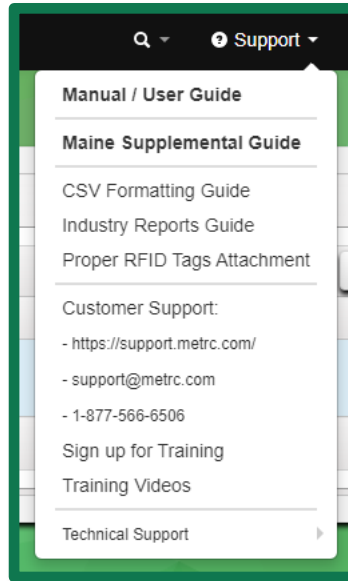

Figure 5: Metrc system – Access additional resources and/or Metrc Support

Thank you for your continued partnership. We look forward to providing additional information regarding the upcoming functionality soon.

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