

<b>Bulletin Number:</b> MI_IB_0071: Adjusting Immature Plant Batch Counts	<b>Distribution Date:</b> 09/01/2023	<b>Effective Date:</b> 08/23/2023
<b>Contact Point:</b> Metrc Support	<b>Subject:</b> Adjusting Immature Plant Batch Counts.	
<b>Reason:</b> Metrc wants to provide additional guidance on how to adjust immature plant batch counts and prevent causing negative plant batch counts		

Greetings Metrc® users,

On 8/20/23, Metrc completed an update that refreshed all negative immature plant batch amounts to show (0). This update will provide details on what you will see when drilling down into the history of the impacted plant batches.

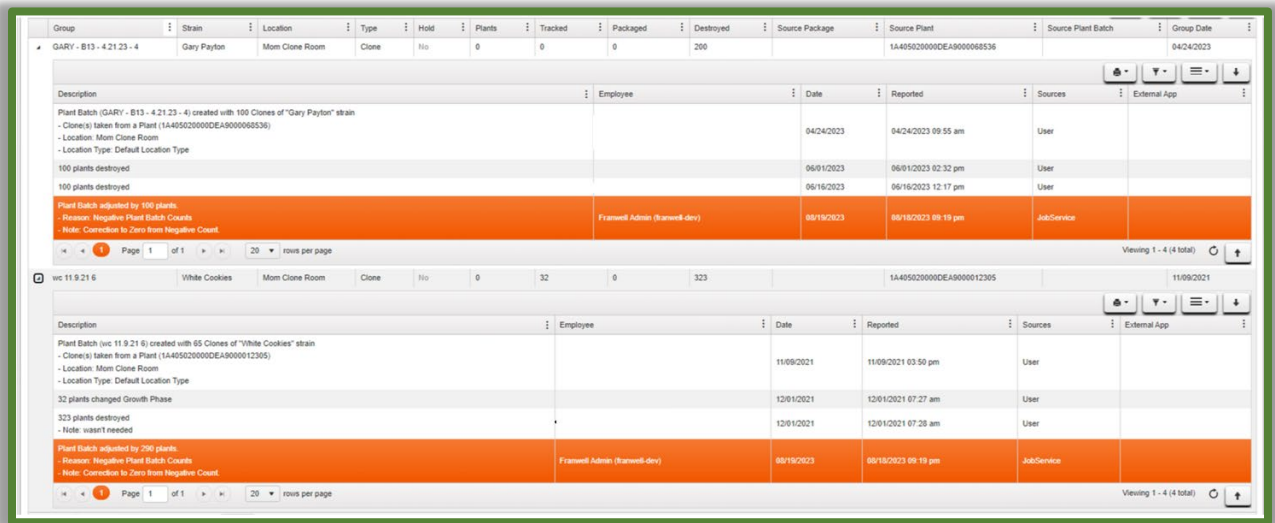
The negative immature plant batches resulted from multiple destruction events occurring that will drive the total plant count below 0. To prevent this in the future, users should check the number of immature plants in the batch before making a destruction entry. Additionally, users should ensure they are refreshing the grid before repeating an action and confirming that the change was not reflected after the grid has been refreshed.

If actions do take the immature plant batch into the negative, the corrective action that can be taken is to leverage the new immature plant batch adjustment feature. This functionality will allow for users to adjust immature plant batches up or down to correct mistakes made within the system up until two weeks after the immature plant batch is created. If an adjustment is needed past this time frame, you should reach out to Metrc support for assistance.

Please read on for more information regarding this process.

## Negative Immature Plant Batches

As of August 20<sup>th</sup>, any immature plant batches displaying a negative plant count have been adjusted to zero. If you view the history of any of these plant batches, you will see the history that this occurred to correct the negative immature plant batches. Two examples are shown below in **Figure 1**.



Group	Strain	Location	Type	Hold	Plants	Tracked	Packaged	Destroyed	Source Package	Source Plant	Source Plant Batch	Group Date
GARY-813-42123-4	Gary Payton	Mom Clone Room	Clone	No	0	0	0	200	1A405020000DEA9000068536	1A405020230955	1A405020230955	04/24/2023
<b>Plant Batch (GARY-813-42123-4) created with 100 Clones of "Gary Payton" strain</b> - Clone(s) taken from a Plant (1A405020000DEA9000068536) - Location: Mom Clone Room - Location Type: Default Location Type 100 plants destroyed 100 plants destroyed Plant Batch adjusted by 100 plants. Reason: Negative Plant Batch Counts Note: Correction to Zero from Negative Count Employee: Franwell Admon (franwell-dev) Date: 08/19/2023 Reported: 08/19/2023 08:19 pm Sources: Job/Service												
11 9 21 6	White Cookies	Mom Clone Room	Clone	No	0	32	0	323	1A405020000DEA9000012305	1A405020210350	1A405020210350	11/09/2021
<b>Plant Batch (11 9 21 6) created with 65 Clones of "White Cookies" strain</b> - Clone(s) taken from a Plant (1A405020000DEA9000012305) - Location: Mom Clone Room - Location Type: Default Location Type 32 plants changed Growth Phase 323 plants destroyed Note: wasn't needed Plant Batch adjusted by 206 plants. Reason: Negative Plant Batch Counts Note: Correction to Zero from Negative Count Employee: Franwell Admon (franwell-dev) Date: 08/19/2023 Reported: 08/19/2023 09:19 pm Sources: Job/Service												

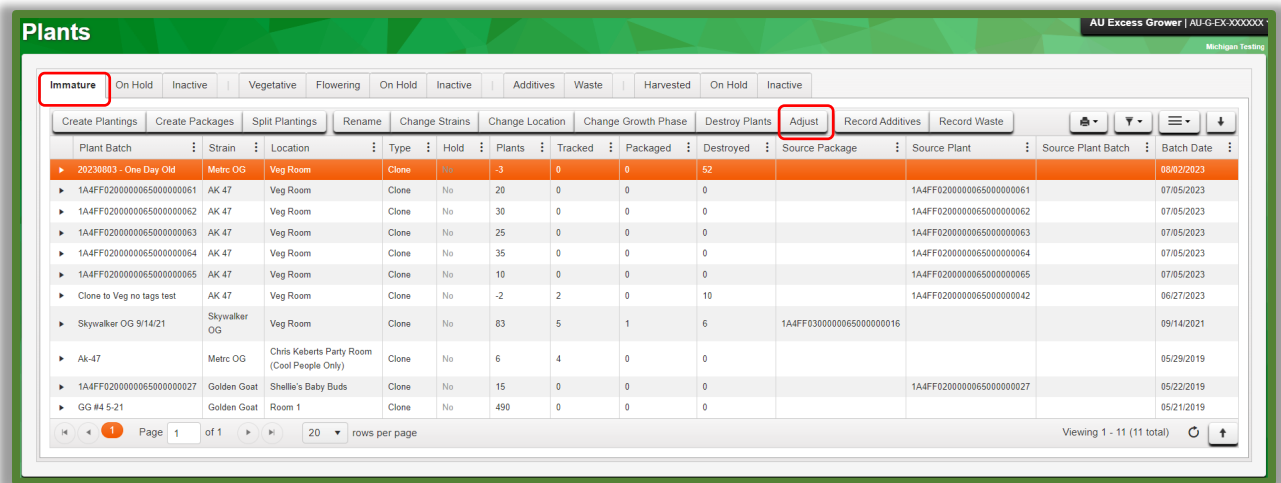
**Figure 1: Negative Immature Plant Batch Correction**

This correction was completed at the approval of the CRA to ensure that all historical plant batches were updated. Users moving forward should pay attention to the number of immature plants in a group before recording a destruction event to avoid this occurring moving forward.

## Ability to Adjust Immature Plant Batch

If any mistakes are made causing inaccurate plant batch counts, then you will be able to use the new Adjust button (**Figure 2**) that is now available in the Immature tab of the Plants grid. This feature allows licensees to adjust the number of plants in an Immature Plant Batch.

**Please note:** Immature Plant batch adjustments are only able to be made within two weeks of a plant batch being created, so it is important that users regularly review their immature plant grid to ensure there are no corrective actions needed. If you are unable to adjust the plant batch due to being past the corrective action window, you should reach out to Metrc support to provide assistance.



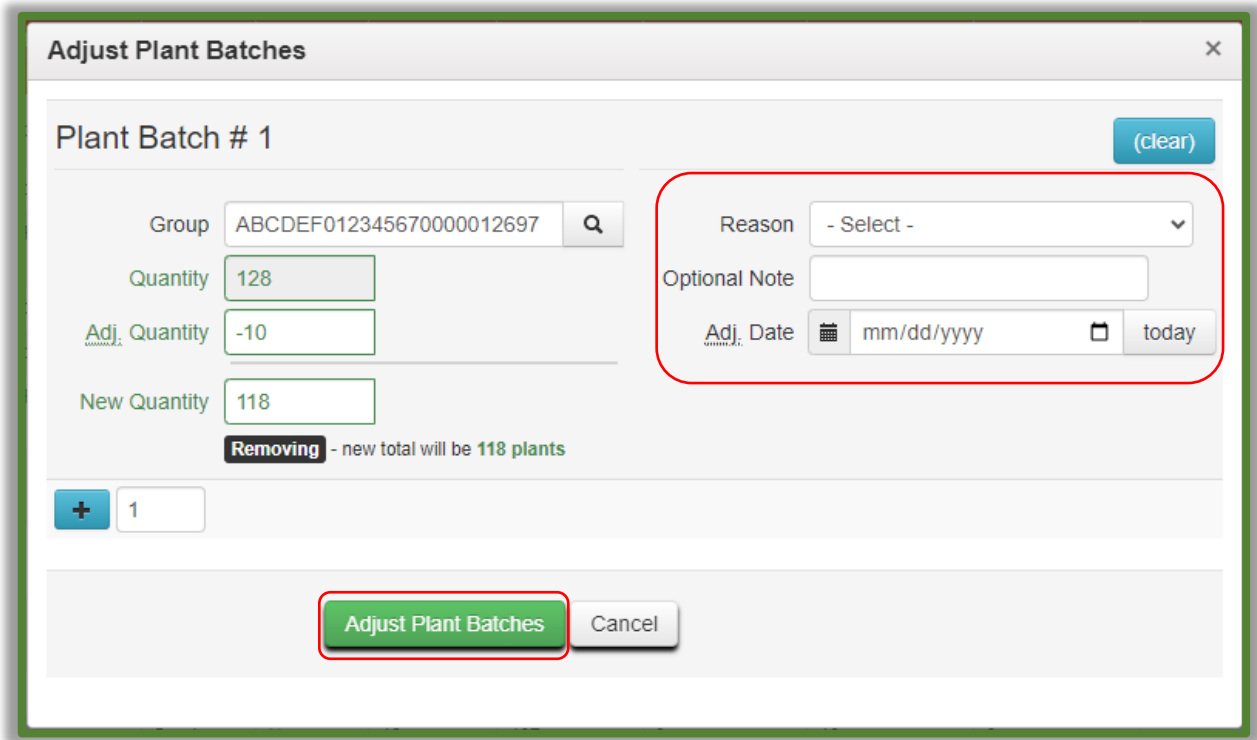
Plant Batch	Strain	Location	Type	Hold	Plants	Tracked	Packaged	Destroyed	Source Package	Source Plant	Source Plant Batch	Batch Date
20230823 - One Day Old	Metrc OG	Veg Room	Clone	No	-3	0	0	52				08/02/2023
▶ 1A4FF0200000065000000061	AK 47	Veg Room	Clone	No	20	0	0	0		1A4FF0200000065000000061		07/05/2023
▶ 1A4FF02000000650000000062	AK 47	Veg Room	Clone	No	30	0	0	0		1A4FF02000000650000000062		07/05/2023
▶ 1A4FF02000000650000000063	AK 47	Veg Room	Clone	No	25	0	0	0		1A4FF02000000650000000063		07/05/2023
▶ 1A4FF02000000650000000064	AK 47	Veg Room	Clone	No	35	0	0	0		1A4FF02000000650000000064		07/05/2023
▶ 1A4FF02000000650000000065	AK 47	Veg Room	Clone	No	10	0	0	0		1A4FF02000000650000000065		07/05/2023
▶ Clone to Veg no tags test	AK 47	Veg Room	Clone	No	-2	2	0	10		1A4FF02000000650000000042		06/27/2023
▶ Skywalker OG 9/14/21	Skywalker OG	Veg Room	Clone	No	83	5	1	6	1A4FF03000000650000000016			09/14/2021
▶ Ak-47	Metrc OG	Chris Kaberts Party Room (Cool People Only)	Clone	No	6	4	0	0				05/29/2019
▶ 1A4FF02000000650000000027	Golden Goat	Shellie's Baby Buds	Clone	No	15	0	0	0		1A4FF02000000650000000027		05/22/2019
▶ GG #4 5-21	Golden Goat	Room 1	Clone	No	490	0	0	0				05/21/2019

**Figure 2: Plants Grid With New Adjust Button**

After selecting the plant batch and clicking the Adjust button in the immature plants grid, an action window will open allowing the user to adjust the Plant Batch count. The action window has the same fields at the Adjust Package action window, including:

- Group Name
- Quantity
- Adjust Quantity
- New Quantity
- Adjustment Reason
- Note
- Adjustment Date

An Adjustment Reason is required whenever you adjust an immature plant batch. Users should select the most accurate description from the Reason dropdown provided within the action window. If none of the predetermined options fully explain your adjustment, provide more information in the Optional Note field. See **Figure 3** below.



Adjust Plant Batches

Plant Batch # 1 (clear)

Group

Quantity

Adj. Quantity

New Quantity

**Removing** - new total will be 118 plants

Reason

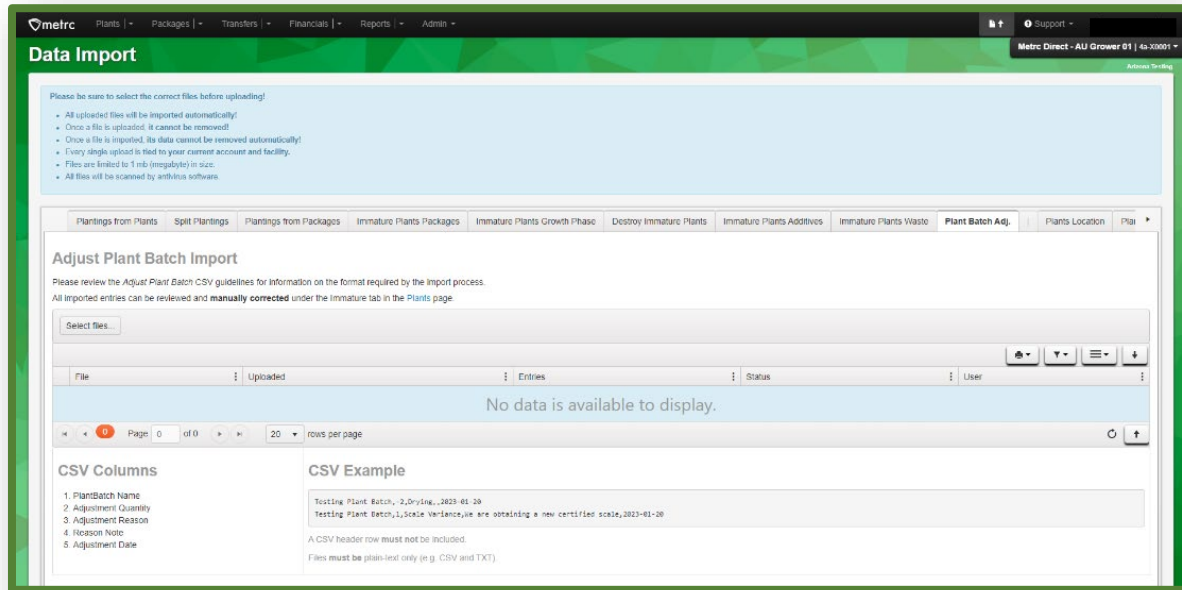
Optional Note

Adj. Date

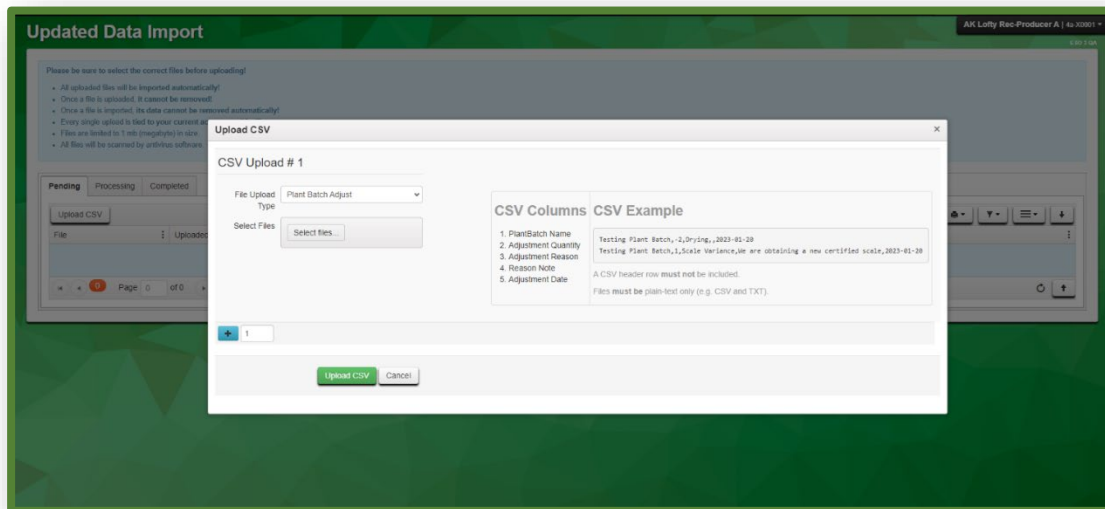
**Figure 3: Adjust Plant Batches Action Window**

## **CSV for Immature Plant Batch Adjustments**

If there is a need to adjust multiple immature plant batches at one time, the CSV option is also available to provide a way to increase the efficiency of this required action in Metrc. There is now functionality that allows the user to adjust multiple immature plant batches by uploading a CSV file in the format shown in **Figures 4 & 5**.



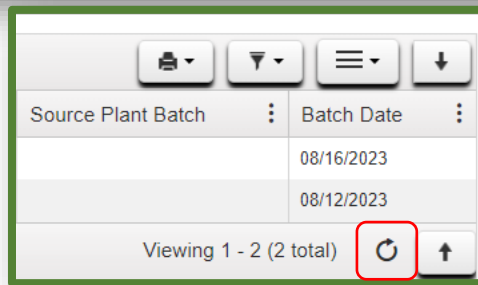
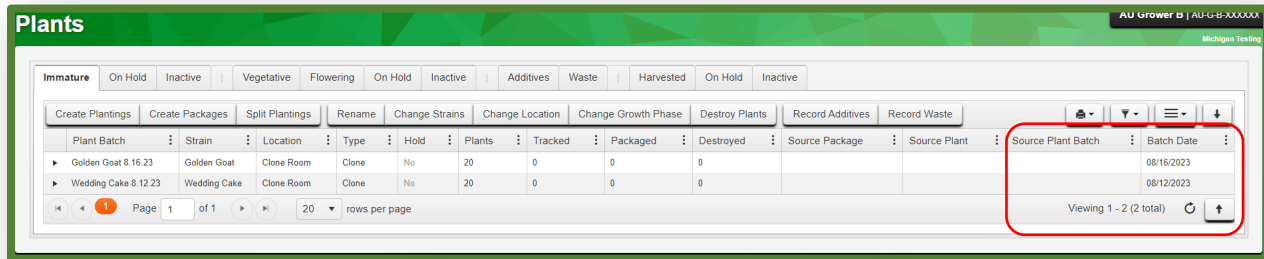
**Figure 4: CSV upload through the Legacy system**



**Figure 5: CSV upload through the Queue system**

## **Grid Refresh**

Users should be aware that taking actions may not be immediately reflected on the table, this is by design to improve system performance. If there is a situation where an action is completed and it is not reflected, the user should use the grid refresh button at the bottom of the table before repeating the action. The grid refresh button is at the bottom of the table and can be seen in **Figure 6** below.



**Figure 6: Grid Refresh Button**

*Please feel free to contact support at [support@metrc.com](mailto:support@metrc.com) or 877-566-6506 with any questions.*