

Bulletin Number: CO_IB_10.6.2023	Distribution Date: 10/09/2023	Effective Date: 10/27/2023
Contact Point: Metrc Support	Subject: Adjust Immature Pla	nt Batches & Grid Refresh
Reason: New functionality is no	w available in Metrc	

Greetings,

Metrc is pleased to provide information on the latest system enhancements that will be available on 10/27/2023:

• Adjust Immature Plant Batches

Please read on for more information regarding this new functionality.



Adjust Immature Plant Batches

If any mistakes are made causing inaccurate plant batch counts, the user will be able to use the new Adjust button **(Figure 1)** that will be available in the Plants grid on 10/27/23. This feature allows licensees to adjust the number of plants in a Plant Batch.

Please note: Plant batch adjustments are only able to be made within 7 days 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 a user is unable to adjust the plant batch due to being past the corrective action window, then they should reach out to Metrc support for assistance.

nma	ture On Hold Inactiv	e Veg	getative Flowering	On Hold	Inactive	Additive	es Waste	Harvested	On Hold In	active			
Cre	ate Plantings Create Pa	ckages Sp	lit Plantings CRename	Change	e Strains	Change Loca	ation Change	Growth Phase	Destroy Plants	Adjust Record Additi	ves Record Waste	A • T •	[≡•]]4
	Plant Batch	Strain :	Location :	Туре :	Hold :	Plants :	Tracked	Packaged	Destroyed	Source Package	Source Plant	Source Plant Batch	Batch Date
•	20230803 - One Day Old	Metrc OG	Veg Room	Clone	No	-3	0	0	52				08/02/2023
•	1A4FF02000006500000061	AK 47	Veg Room	Clone	No	20	0	0	0		1A4FF02000006500000061		07/05/2023
×.	1A4FF02000006500000062	AK 47	Veg Room	Clone	No	30	0	0	0		1A4FF02000006500000062		07/05/2023
×.	1A4FF02000006500000063	AK 47	Veg Room	Clone	No	25	0	0	0		1A4FF02000006500000063		07/05/2023
×	1A4FF02000006500000064	AK 47	Veg Room	Clone	No	35	0	0	0		1A4FF02000006500000064		07/05/2023
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۱.	Clone to Veg no tags test	AK 47	Veg Room	Clone	No	-2	2	0	10		1A4FF02000006500000042		06/27/2023
×	Skywalker OG 9/14/21	Skywalker OG	Veg Room	Clone	No	83	5	1	6	1A4FF03000006500000016			09/14/2021
×	Ak-47	Metrc OG	Chris Keberts Party Room (Cool People Only)	Clone	No	6	4	0	0				05/29/2019
×.	1A4FF02000006500000027	Golden Goat	Shellie's Baby Buds	Clone	No	15	0	0	0		1A4FF02000006500000027		05/22/2019
×	GG #4 5-21	Golden Goat	Room 1	Clone	No	490	0	0	0				05/21/2019

Figure 1: Plants Grid with New Adjust Button

After clicking the Adjust button in the Plants section, an action window will appear allowing the user to adjust the Plant Batch count. The action window has the same fields as the Adjust Package action window, including:

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

An Adjustment Reason is required whenever adjusting a plant batch. Users should select the most accurate description from the Reason dropdown within the action window. If none of the predetermined options fully explain your adjustment, provide more information in the Optional Note field. See **Figure 2**, below.

Adjust Plant B	latches				×
Plant Batch	# 1				(clear)
Group	ABCDEF012345670000012697	٩	Reason	- Select -	~
Quantity	128		Optional Note		
Adj. Quantity	-10		<u>Adj.</u> Date	mm/dd/yyyy	🗖 today
New Quantity	118				
	Removing - new total will be 118 plants	6			
+ 1					
					_
	Adjust Plant Batches	Can	ncel		
	· · · · · · · · · · · · · · · · · · ·				

Figure 2: Adjust Plant Batches Action Window



CSV for Plant Batch Adjustments

If there is a need to adjust multiple 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. We have built functionality that allows users to adjust multiple batches by uploading a CSV file in the format shown in **Figures 3 & 4**.

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ata Import									letrc Direct - AU Gr	ower 01 4a-X0001 Arizona Testing
Please he sure to select the con • All uploaded files will be impo- • Onco a file is uploaded, it can • Onco a file is imported, its di • Onco a file is imported, its di • Files are limited to 1 mb (meg • All files will be scenned by an	orted automatically not be removed! Its cannot be remov your current accor jabyte) in size.	t ved automatically!								
Plantings from Plants	Split Plantings	Plantings from Packages	Immature Plants Packages	Immature Plants Growth Phase	Destroy Immature Plants	Immature Plants Additives	Immature Plants Waste	Plant Batch Adj.	Plants Locatio	n Plai 🕨
Select files		Uploaded		Entres		i Status		L User	• ••• =	· •
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H 4 0 Page 0	of 0 🕨	⊨ 20 ▼ rows per p	age							0 +
CSV Columns		CSV	CSV Example							
1. PlantBatch Name 2. Adjustment Quantity 3. Adjustment Reason			Plant Batch, 2,Drying, 2023-05 Plant Batch,1,Scale Variance,V							
4. Reason Note 5. Adjustment Date			ader row must not be included. t be plain-lext only (e.g. CSV ar	nd TXT).						
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Figure 3: CSV upload through the Legacy system

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Updated Data Import				AK Lofty Rec-Producer A 45 X0001 * CID TOA
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	1 Uplaad CSV Cancel			

Figure 4: 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 you action is completed and the user does not see it reflected, the user should use the grid refresh button before repeating the action. The grid refresh button is at the bottom of the table and can be seen in **Figure 5**.

mma	on Hold	Ina	ctive \	Vegetative Flow	ering On	Hold Inacti	ve Ado	ditives Waste	Harvested	On Hold Ina	ctive			
Cr	eate Plantings C	reate	Packages	Split Plantings	Rename	Change Strair	ns Change	Location Chan	ige Growth Phase	Destroy Plants	Record Additives	Record Waste	A -	▼• =• ↓
	Plant Batch	:	Strain	Location	Туре	Hold	Plants :	Tracked	Packaged	Destroyed	Source Package	Source Plant	Source Plant Batch	Batch Date
×	Golden Goat 8.16.23		Golden Goat	Clone Room	Clone	No	20	0	0	0				08/16/2023
×	Wedding Cake 8.12.2	3	Wedding Cake	Clone Room	Clone	No	20	0	0	0				08/12/2023
M	A 1 Page	1	of 1 🔶	N 20 1	rows per	page							Viewing 1 -	2 (2 total) 💙 🕇

Figure 5: Grid Refresh Button

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