



Bulletin Number: OH_IB_0049: New Bulk Tablet/Capsule Item Categories	Distribution Date: 12/11/2023	Effective Date: 12/11/2023
Contact Point: Metrc Support	Subject: New Bulk Item Categories	
Reason: New Bulk Item Categories are now available in Metrc.		

Greetings,

Metrc is pleased to provide information on new Item Categories that will be required for processors starting December 11th, 2023. The two new item categories are:

1. Bulk Tablet
2. Bulk Capsule

These item categories will not require approval for use but are only to be used for intermediary processes prior to packaging into the final form of the product which will require state-approval for use.

Please read on for more information regarding these new categories.

General Information

Effective December 11th, 2023, Bulk Tablet and Bulk Capsule categories will be available in Metric that processors **must** select when manufacturing tablets or capsules.

Bulk Tablets and Bulk Capsules are tracked by count or “each” for inventory purposes.

When creating a new bulk Item in Metric, the Item name should not simply identify the Category, but must include identifying information about the product that will be packaged (i.e., product line, THC content, and any other pertinent information).

Bulk Capsule or Tablet Item Categories

The Bulk Capsule and Bulk Tablet item categories have been added to allow for the creation of packages of capsule or tablet items that are utilized during product manufacturing. These items are only to be used by Processors and will not require the fields of all other manufactured products.

Bulk Capsule and Bulk Tablet Items are only to be used within Processor licenses during the intermediary production batches and cannot be transferred or sold to a retailer. Any packages of manufactured products that are transferred or sold to a retailer must utilize a non-bulk item with the required information for that product type. For example, when manufacturing a tablet/capsule product and generating a production batch of a large amount of bulk tablets/capsules to be packaged into individual units for sale.

To do this, items will need to be created for both the final product under the Tablet or Capsule category and the intermediary products under the Bulk Tablet or Bulk Capsule categories. To create a new item, select the Items option from the Admin area on the navigational toolbar - see **Figure 1**.

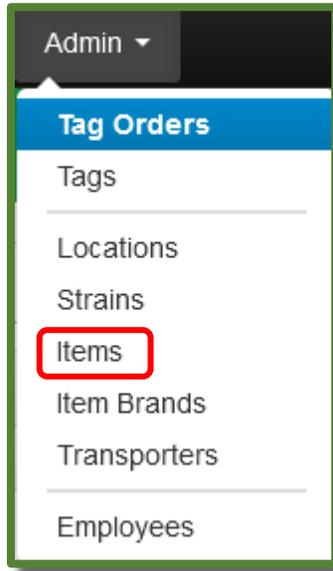


Figure 1: Create Bulk Capsule Item

Once on the Items grid, select the Add Items button to create the new item – see **Figure 2**.

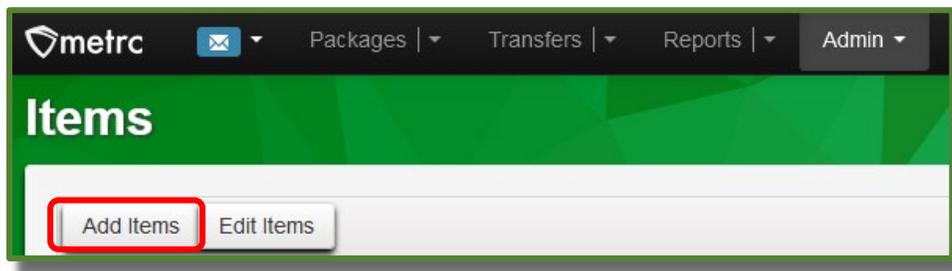


Figure 2: Add Items

This will open the Add Items action window to complete the process of creating a Bulk Capsule new item – see **Figure 3** below.

Add Items

Item # 1 (clear)

Name: Bulk Capsule - Day 'N' Nite 10mg Unit of Measure: Each

Category: Bulk Capsule U_{THC} Content: 10 Milligrams

Product Photo: Description...

Label Photo: Description...

Packaging Photo: Description...

+ 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.

Figure 3: Create Bulk Capsule Item

Once the item has been created, it can be used. In our example above, the process of creating production batches of Bulk Capsule – Day ‘N’ Nite – 10mg, can now be done based on the item being available. To create a production batch using the Bulk Capsule – Day ‘N’ Nite – 10mg item name, select the Packages area on the navigational toolbar; then select the Active tab – see **Figure 4** below.

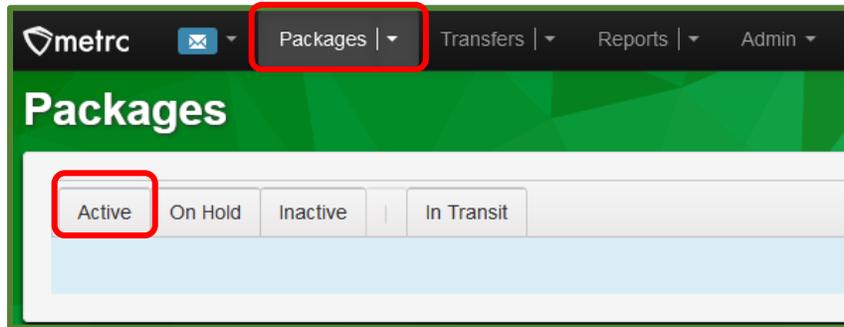


Figure 4: Active Packages grid

Once on the active packages grid, select the New Packages button to begin the process of creating the Bulk Capsule item – see **Figure 5**.

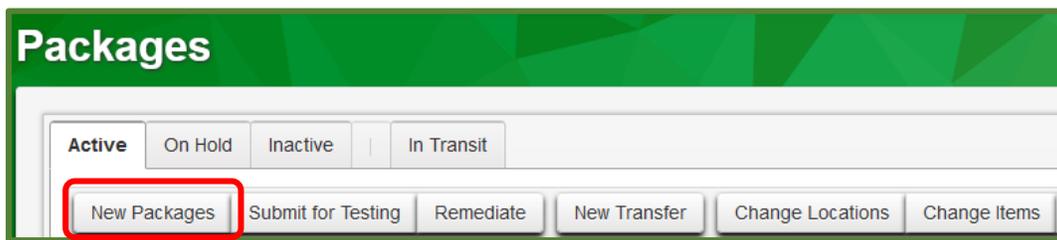
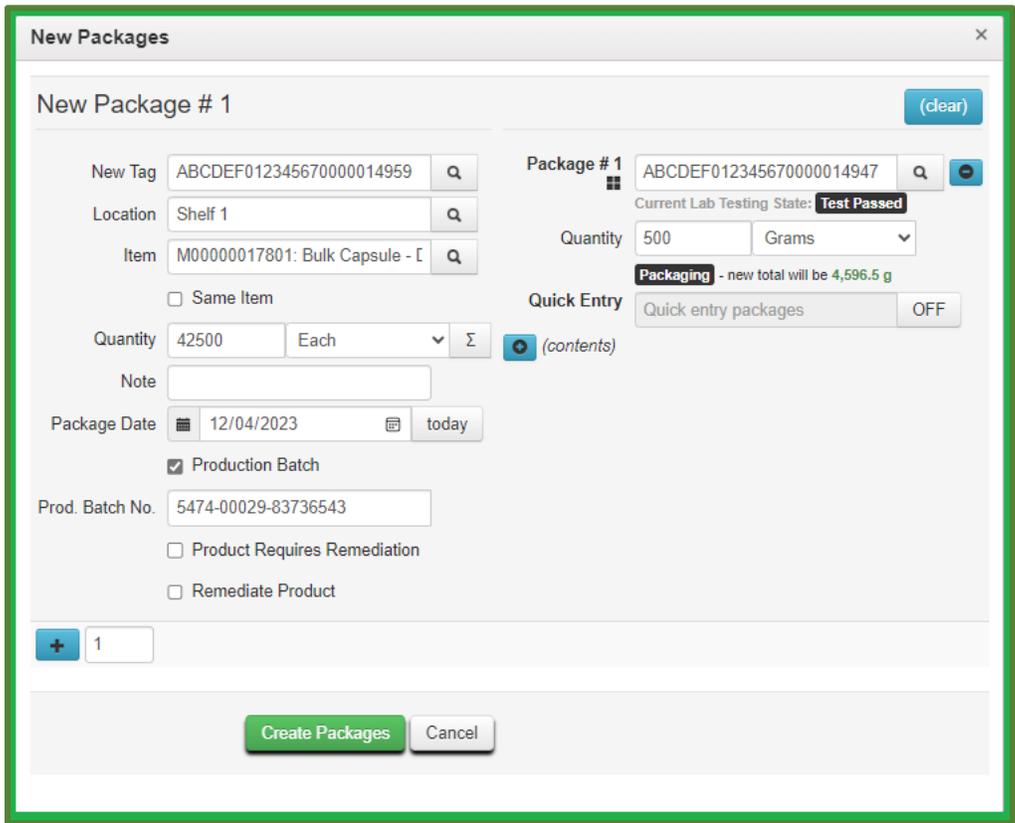


Figure 5: New Packages button

This will open the New Packages action window to create a package of the Bulk Capsule item previously created. Once all required information has been entered, select the Create Packages button to complete the creation of the new package of the Bulk Capsule product - see **Figure 6** below. This process will be the same for creating the Bulk Tablet item as well.



New Packages

New Package # 1 (clear)

New Tag: ABCDEF012345670000014959

Location: Shelf 1

Item: M00000017801: Bulk Capsule - [

Quantity: 42500 Each

Note:

Package Date: 12/04/2023

Production Batch

Prod. Batch No.: 5474-00029-83736543

Product Requires Remediation

Remediate Product

Package # 1: ABCDEF012345670000014947

Current Lab Testing State: **Test Passed**

Quantity: 500 Grams

Packaging - new total will be 4,596.5 g

Quick Entry: Quick entry packages OFF

+ 1

Create Packages Cancel

Figure 6: Create Bulk Capsule Production Batch

Processors can then pull from the Bulk Capsule or Bulk Tablet item to create the final form packages as needed.