

Bulletin Number: MD_IB_0088	Distribution Date: 08/02/2024	Effective Date: Ongoing
Contact Point: Metrc Support	Subject: Addition of Adjustment Reasons	
Reason: Metrc is providing information about additional adjustment reasons in collaboration with the MCA.		

Greetings,

Metrc, in conjunction with the MCA, would like to provide information about updates regarding two new Adjustment Reasons that are now available in Metrc.

Please read on for details.

Adjustment Reasons

Two new Adjustment Reasons have been added into Metrc with the approval of the MCA – Dilution and Moisture Loss.

Dilution is used to adjust a package when the weight of the package has increased due to the addition of an additive or solvent.

- Dilution is available to be used by the following facility types:
 - Medical Processor
 - Processor Business
- A note is required to give a description of the additive used to dilute the item and any other pertinent information.

The new increased quantity can be added in the Adj. Quantity fields and the system will automatically calculate the new quantity based on inputs in the adjustment quantity field. Another option is the New Quantity area which can be used to simply enter the updated quantity of the product including the additive or solvent. Then, select Dilution as the Reason, and add the required note of explanation – **see Figure 1**.

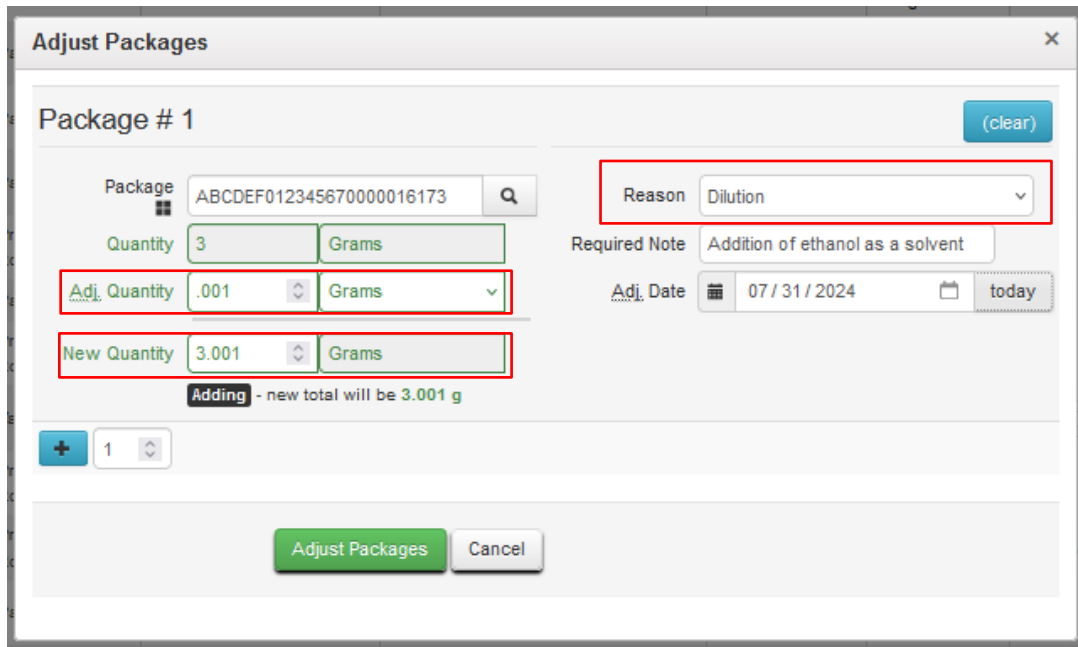


Figure 1: Adjust Packages action window – Dilution selection

Moisture Loss is used to adjust a package when the weight of a pre-packaged item decreases due to loss from evaporation.

Important notes: The “Moisture Loss” adjustment reason should only be used for packaged consumer goods, after physical packaging has occurred. To account for moisture loss during the harvest drying/curing or post-harvest, as well as harvest batch packaging, the “Drying” adjustment reason should be used.

- Moisture loss is available to be used by the following facility types:
 - Grower Business
 - Medical Grower
 - Medical Processor
 - Processor Business
- A note is required to give a description of the reason for the loss.

The newly decreased quantity can be documented in the Adj. Quantity field and the system will automatically calculate the new quantity from the adjustment quantity. Another option is the New Quantity area which can be used to simply enter the updated quantity of the product. Select Moisture Loss as the Reason – **see Figure 2.**

The screenshot shows the 'Adjust Packages' window with the following fields and values:

- Package # 1 (clear button)
- Package: 1A4FF0100000001000000014
- Quantity: 3.7 Grams
- Adj. Quantity: -0.200000 Grams (highlighted with a red box)
- New Quantity: 3.5 Grams (highlighted with a red box)
- Reason: Moisture Loss (highlighted with a red box)
- Required Note: Moisture loss since packaging
- Adj. Date: 07/31/2024 (today)
- Removing - new total will be 3.5 g
- Buttons: Adjust Packages, Cancel

Figure 2: Adjust Packages action window – Moisture Loss selection

Metrc resources

If you have any questions, or need additional support, the following resources are available:

Contact Metrc Support

By using the new full-service system by navigating to [Support.Metrc.com](https://support.metrc.com), or from the Metrc System, click Support and navigate to support.metrc.com and it will redirect to the portal.

Please note: If accessing the portal for the first time, a username (which is established when logging in), the respective state and “Facility license number”, and a valid email to set a password are required.

Metrc Learn

Metrc Learn has been redesigned to provide users with interactive, educational information on system functionality to expand skillsets and drive workflow efficiencies.

Accessing the new [Metrc Learn](#) LMS is simple through multiple convenient locations:

From within the Metrc system

Navigate to the Support area on the navigational toolbar and select the “Sign up for Training” option to register.

From the Metrc website

Navigate to your [state’s partner page](#) and scroll down to the “Metrc’s Training Resources” section to find the link.

Also, save the link – *learn.metrc.com* – as a bookmark in your preferred web browser. If you have the existing link saved as a bookmark, please replace it with the new link.

Access additional resources

In the Metrc system, click on the Support area on the navigational toolbar and select the appropriate resource, including educational guides, manual, and more from the dropdown.

Thank you for your continued partnership.