

Bulletin Number: NJ_IB_0032	Distribution Date: 04/10/2025	Effective Date: Ongoing
Contact Point: Metrc® Support	Subject: Production Batch Best Practices and R&D Testing	
Reason: Providing guidance for creating a Production Batch in Metrc and R&D Testing.		

Greetings,

Metrc is pleased to provide best practice guidance on how a licensed facility should correctly use the Production Batch indicator when creating a production batch as well as information regarding R&D Testing.

Please read on for more detailed information.

Creating a Production Batch

The Production Batch feature is used to track packaging of specific products and processes within the Metrc system. More information and a screenshot on creating a production batch is in the next section of this bulletin. A list of scenarios where a Production Batch should be used, in addition to examples of each, are included below.

The Production Batch indicator should be used every time:

- A product changes form physically or chemically,
- A product changes category,
- Multiple categories are combined, or
- An additive, lipid, flavoring, or terpene is added to a product.

The following are examples of when the Production Batch indicator should be used:

- When bud/flower or shake/trim is processed into a concentrate or extract.
- When bulk concentrate or extract is packaged or processed into a vape cartridge or other concentrate/extract.
- Any time non-marijuana ingredients are added to an existing marijuana product.
- When adding concentrate or extract into an infused edible or infused non-edible.
- When creating raw pre-rolls from bud/flower or shake/trim.
- When creating infused pre-rolls from bud/flower or shake/trim and concentrate/extract.

To learn more about how to use the Production Batch feature, there is information in both Metrc Expert and Metrc Learn.

In Metrc Expert, use the following navigation for resource information regarding packaging, repackaging and production batches.

Navigate to the Metrc Expert guides by going to Packages > Mastering Packages: A Comprehensive Guide > Creating New Packages & Repackaging and Production Batch Package > Creating a Production Batch.

In Metrc Learn, there is a course titled “Creating a Production Batch”. Visit <https://learn.metrc.com> and navigate to My Courses and Learning Plans to access the course.

R&D Testing

When doing Research and Development (R&D) Testing, the test results will be visible in Metrc just like all other test results. However, when the R&D test results are entered by the testing facility, the status of the package will return to the original test status. In the example below, a package of Oil has not had state required testing done. When the test results are entered by the testing facility, the status on the package returns to Not Submitted – see Figure 1.

1A4FF01000000CC000000012	2017-12-04- Harvest Room-H	ABCDEF012345670000011270	lab	Joe's Oil 100mg	Concentrate	5 g	NotSubmitted
Source Harvests	Req'd Lab Test Batches	Lab Test Batches	Lab Results	History			
Test Date	Overall	Test Name	Test Passed	Result	Notes	Released Date	Sample Pa
04/12/2021	Passed	CBD (%) R&D Testing (Raw Plant Material & Concentrate/Extract)	Passed	0	ok	09/07/2023 12:13 pm	
04/12/2021	Passed	CBDA (%) R&D Testing (Raw Plant Material & Concentrate/Extract)	Passed	1.2	ok	09/07/2023 12:13 pm	
04/12/2021	Passed	Delta-9 THC (%) R&D Testing (Raw Plant Material & Concentrate/Extract)	Passed	1.6	ok	09/07/2023 12:13 pm	
04/12/2021	Passed	THCA (%) R&D Testing (Raw Plant Material & Concentrate/Extract)	Passed	90	ok	09/07/2023 12:13 pm	
04/12/2021	Passed	Total CBD (%) R&D Testing (Raw Plant Material & Concentrate/Extract)	Passed	12	ok	09/07/2023 12:13 pm	
04/12/2021	Passed	Total THC (%) R&D Testing (Raw Plant Material & Concentrate/Extract)	Passed	58	ok	09/07/2023 12:13 pm	

Figure 1: Package Status is Not Overridden when R&D Test Results Entered

R&D Testing should be done prior to state-required testing.

For information on how to create a test sample can be found in Metrc Learn and Metrc Expert.

In Metrc Expert, use the following navigation for resource information regarding creating a test sample. Reference Our Support Guides > Packages > Mastering Packages: A Comprehensive Guide > Submit a Package for Testing.

In Metrc Learn, there is a course titled “Creating a Test Sample”. Visit <https://learn.metrc.com> and navigate to My Courses and Learning Plans to access the course.

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 the Support area 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 drop-down Support menu in the navigational toolbar and select “Sign up for Training” 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 dropdown on the navigational toolbar and select the appropriate resource, including educational guides, manuals, and more.

Thank you for your continued partnership.