

Bulletin Number: MN_IB_0037	Distribution Date: 05/08/2025	Effective Date: 05/09/2025
Contact Point: Metrc Support	Subject: Updated Item updates	
Reason: To update industry on item category changes.		

Greetings,

Please note that new item categories will be available in Metrc that will be mapped to the new Adult Use facility and Med use types as listed below. You will not have access to these items until you are licensed under chapter 342 as an Adult Use or Med Use licensee.

Updated elements include:

- Adult-use item categories
- Required item naming conventions
- Expiration date functionality

Legacy operators will continue to have access to legacy item categories and features until they are fully licensed under chapter 342.

Please read the following pages for more information.

Old/Current Item Categories

Access to the following item categories will be lost once the facility type has been updated to a 342 facility type in Metrc. At that time, the Metrc item categories listed below will no longer be available, and facilities will be required to use the new categories listed on pages 4-7.

For successful adoption of the new item categories, all new packages that are created must use the new categories and any items using the previous categories listed below should be discontinued. Items that have been discontinued under the old categories will still be transferrable and sellable post facility type change.

- Bud/Flower
- Bulk Flower
- Bulk Hemp Extract
- Bulk Hemp Flower
- Cannabis Waste
- Concentrate (Bulk)
- Concentrate (Each)
- Infused Edible
- Infused Non-Edible (liquid)
- Infused Non-Edible (Non-liquid)
- Lozenges
- Pre-Metrc Sales Returns
- Raw Prerolls
- Seeds
- Shake/Trim (bulk & by strain)
- Shake/Trim (by strain)
- Tablet/Capsule

Discontinuing an Item

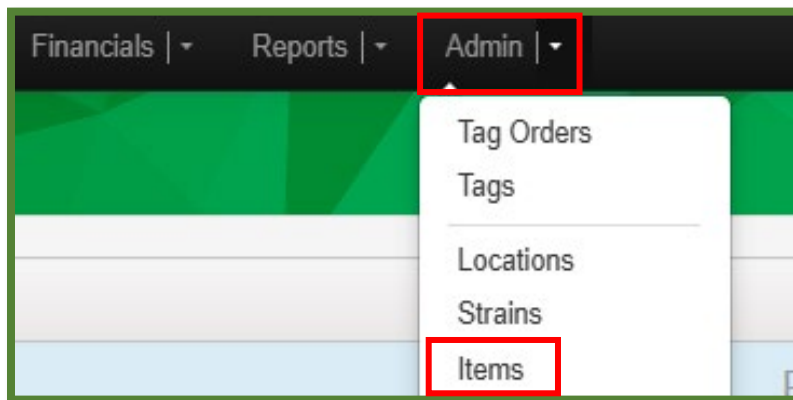


Figure 1: Items Option Under Admin Area

The items grid will display all active items that have been created by the facility. Identify the item that needs to be discontinued and select it. The selected item will be highlighted in orange. After confirming that the correct item has been selected, scroll to the right side in the last column to find an “X” button. After selecting the “X” button, a pop-up window will appear asking to confirm the request to discontinue the existing item as shown in **Figure 2** below. Select “OK” and the item will be discontinued from your inventory.

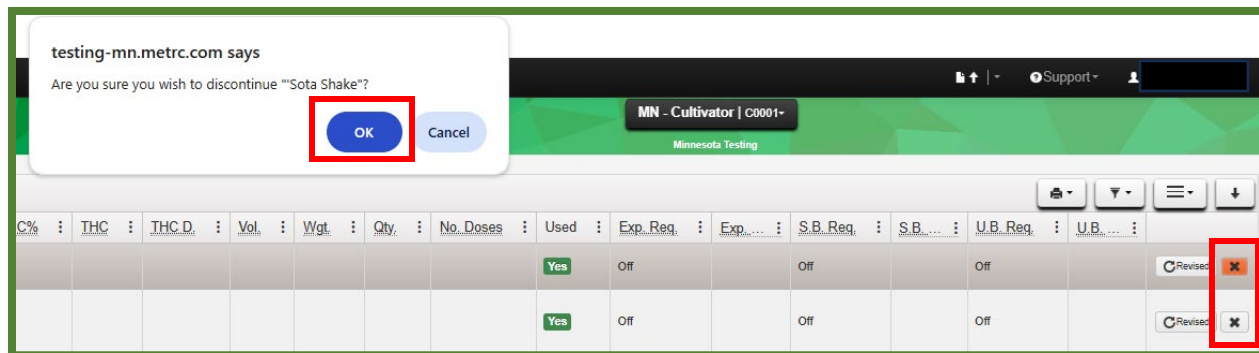


Figure 2: Confirmation Pop-Up Window to Confirm Discontinuing of Item

Once the item has been discontinued, the item cannot be used or edited again.

Updated Item Categories

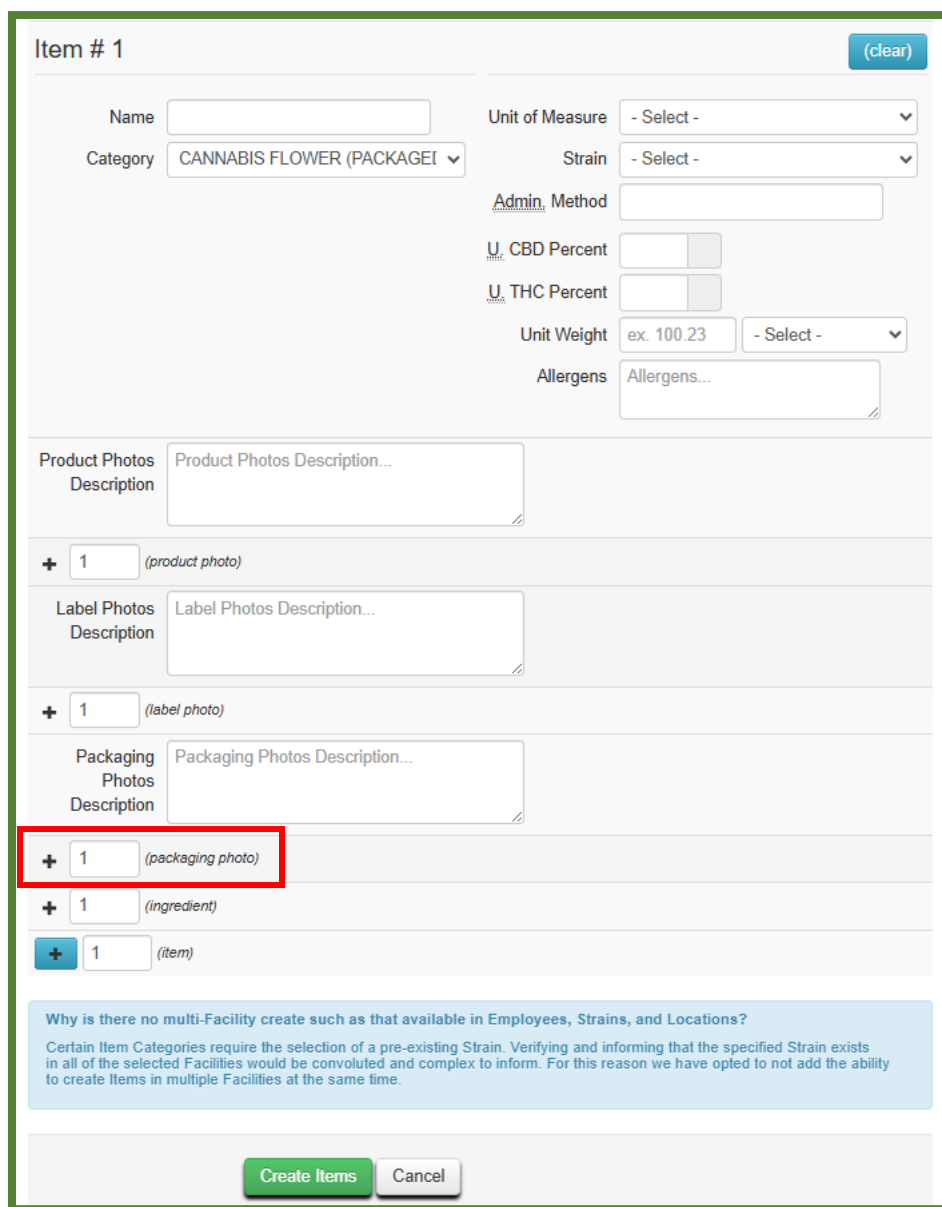
All current item categories within Metrc will be discontinued and replaced with a new set of item categories as facility types change over to a 342 facility type. These new categories are below:

- Cannabis Beverages (Bulk)
- Cannabis Beverages (Packaged)
- Cannabis Edible (Bulk)
- Cannabis Edible (Packaged)
- Cannabis Flower (Bulk)
- Cannabis Flower (Packaged)
- Cannabis Shake/Trim (Bulk)
- Cannabis Shake/Trim (Packaged)
- Cannabis Waste
- Cannabis-Derived Tinctures (Bulk)
- Cannabis-Derived Tinctures (Packaged)
- Cured/Live Resin (Bulk)
- Cured/Live Resin (Packaged)
- Cured/Live Rosin (Bulk)
- Cured/Live Rosin (Packaged)
- Distillate (Bulk)
- Distillate (Packaged)
- Full Extract Cannabis Oil (Bulk)
- Full Extract Cannabis Oil (Packaged)
- Hash (Bulk)
- Hash (Packaged)
- Hash Oil (Bulk)
- Hash Oil (Packaged)
- Hemp Beverages (Bulk)
- Hemp Beverages (Packaged)
- Hemp Concentrate Artificially Derived (Bulk)
- Hemp Concentrate Artificially Derived (Packaged)
- Hemp Concentrate Naturally Occurring (Bulk)
- Hemp Concentrate Naturally Occurring (Packaged)
- Hemp Edible (Bulk)
- Hemp Edible (Packaged)
- Hemp Flower (Bulk)
- Hemp Flower (Packaged)
- Hemp-Derived Tinctures (Bulk)

- Hemp-Derived Tinctures (Packaged)
- Infused Cannabis Flower (Bulk)
- Infused Cannabis Flower (Packaged)
- Infused Cannabis Pre-Rolls (Bulk)
- Infused Cannabis Pre-Rolls (Packaged)
- Kief (Bulk)
- Kief (Packaged)
- Packaged Immature Clones
- Raw Cannabis Pre-Rolls (Bulk)
- Raw Cannabis Pre-Rolls (Packaged)
- Transdermal/Topical (Bulk)
- Transdermal/Topical (Packaged)
- Vape Cartridge (Bulk)
- Vape Cartridge (Packaged)

Required Packaging Photos

As noted above, many of the new item categories will require at least one packaging photo. These will be added at the time of item creation, as shown in **Figure 3**. To add a packaging photo, select the plus sign to the left of the packaging photo option in the New Items screen.



Item # 1 (clear)

Name Unit of Measure - Select -

Category CANNABIS FLOWER (PACKAGE) Strain - Select -

Admin. Method

U. CBD Percent

U. THC Percent

Unit Weight ex. 100.23 - Select -

Allergens

Product Photos Description

+ 1 (product photo)

Label Photos Description

+ 1 (label photo)

Packaging Photos Description

+ 1 (packaging photo)

+ 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.

Create Items Cancel

Figure 3: Packaging Photo Option

Selecting this plus sign will bring up the option to upload your packaging photo, as seen in **Figure 4**.

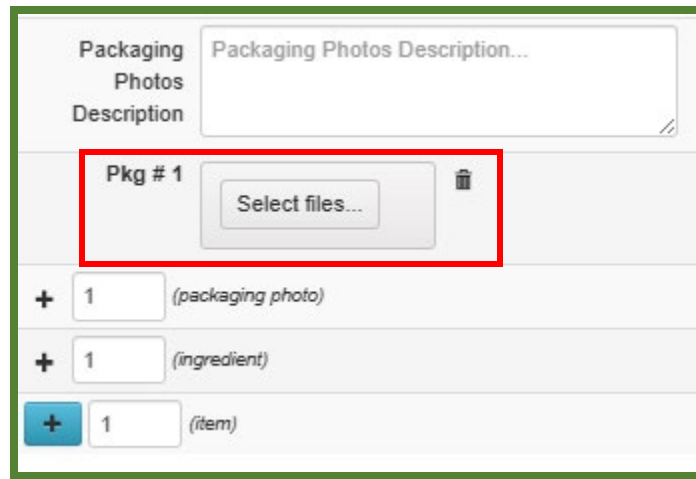


Figure 4: Select Files Option for Uploading Packaging Photo

The attached photo should be in .png format and should show the final packaged product in a way that allows for visual verification.

Required Item Naming Convention

Along with the new item categories that will be implemented, a new naming convention will be required for establishments to use creating new items in Metrc. Please use the OCM's [Metrc Product Name Generator](#) to generate names for new items – this helps businesses stay aligned with OCM's new item-naming standards by reducing room for error. Establishments must download a copy of the product name generator spreadsheet in order to utilize the full functionality.

Package Expiration Date

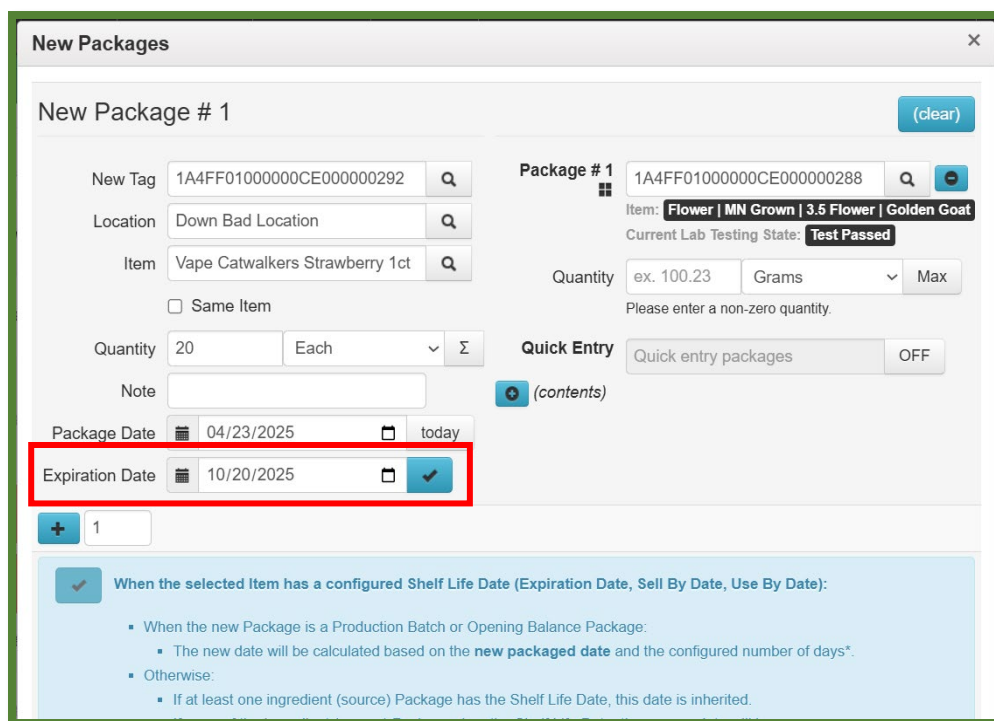
Each of the new categories will also have an expiration date requirement. When creating a new package, that expiration date will automatically be set to 182 days, or 6 months. These expiration dates can be manually updated when creating a new package based on stability testing results.

For Minnesota expiration date requirements, please refer to the MN rules 9810.3100 Subp 5 F and Minnesota Technical Standards for Sampling and Testing page 14 Section IX.

Rules: <https://www.revisor.mn.gov/rules/9810.3100/>

Technical Standards: <https://mn.gov/ocm/businesses/technical-standards.jsp>

The expiration date can be updated manually when creating a new package using a new item. Please note that there will not be an expiration date field when repackaging an existing package using the same item, as show in **Figure 5**.



The screenshot shows the 'New Packages' window with the following details:

- New Package # 1** (clear button)
- New Tag:** 1A4FF01000000CE000000292
- Location:** Down Bad Location
- Item:** Vape Catwalkers Strawberry 1ct
- ☐ Same Item
- Quantity:** 20, Each
- Note:** (empty)
- Package Date:** 04/23/2025
- Expiration Date:** 10/20/2025 (highlighted with a red box)
- Package # 1:** 1A4FF01000000CE000000288
- Item:** Flower | MN Grown | 3.5 Flower | Golden Goat
- Current Lab Testing State:** Test Passed
- Quantity:** ex. 100.23, Grams, Max
- Quick Entry:** Quick entry packages, OFF
- (contents)** button

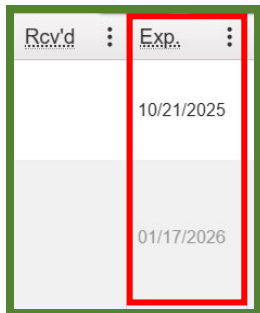
Below the form, a blue box contains the following text:

When the selected Item has a configured Shelf Life Date (Expiration Date, Sell By Date, Use By Date):

- When the new Package is a Production Batch or Opening Balance Package:
 - The new date will be calculated based on the new packaged date and the configured number of days*.
- Otherwise:
 - If at least one ingredient (source) Package has the Shelf Life Date, this date is inherited.

Figure 5: Expiration Date Field in New Packages Window

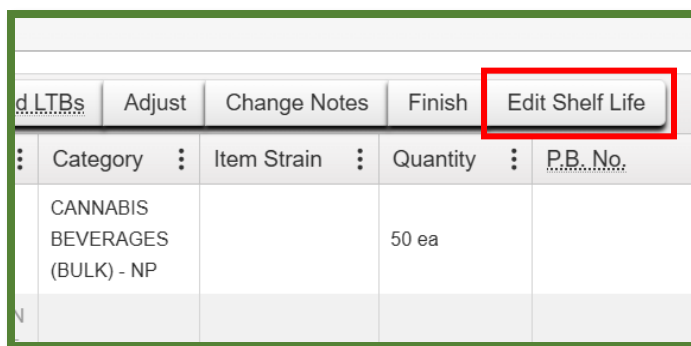
Once the new package has been created, that package will appear in the active packages grid. Notice that there is an expiration date column in the grid and the input expiration data appears in that column, seen in **Figure 6**.



Rcv'd	Exp.
	10/21/2025
	01/17/2026

Figure 6: Expiration Date Column on the Packages Grid

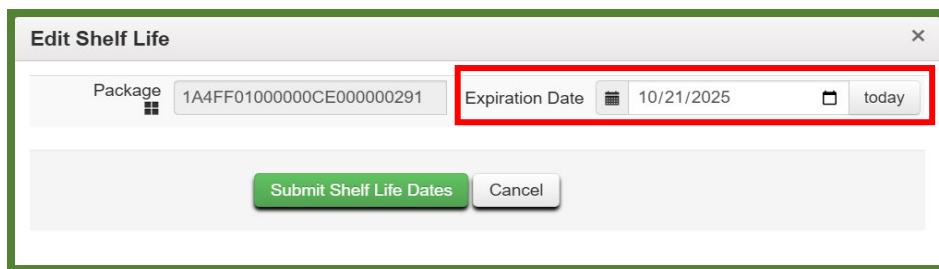
To update the expiration date for a package, navigate to the packages area in Metric on the navigational toolbar, select the desired package and click the “Edit Shelf Life” button shown in **Figure 7** to input an updated expiration date.



Category	Item Strain	Quantity	PB. No.
CANNABIS BEVERAGES (BULK) - NP		50 ea	

Figure 7: Edit Shelf Life Button

This will open the Edit Shelf Life action window to enter a new expiration date, if needed, as shown in **Figure 8** below.



Edit Shelf Life

Package: 1A4FF01000000CE000000291

Expiration Date: 10/21/2025

Submit Shelf Life Dates Cancel

Figure 8: Selecting a Package to Add/Edit Expiration Date

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 – Service Cloud – by navigating to [Support.Metrc.com](https://support.metrc.com), or from the Metrc System, click the Support area dropdown on the navigational toolbar and click support.metrc.com to 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 was recently redesigned to offer interactive educational opportunities to enhance Metrc system users’ skills and provide various training options based on experience level.

In addition, the learning system is organized into facility-specific programs made up of various courses. To login or register for an account, visit [Metrc Learn](#).

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.