Metrc Support Bulletin

Bulletin Number: MN_IB_0037	Distribution Date: 01/08/2025	Effective Date: 02/02/2025
Contact Point: Metrc Support	**Subject:** Updated Item updates	
Reason: To define the use of item categories, naming convention and expiration dates.		

Greetings,

This document defines requirements for using item categories, the product naming generator, and expiration dates to set up products in Metrc.

Please read the following pages for more information.

Current Item Categories

The current item categories are listed below. Each product that a business has will be entered into Metrc using one of these item categories.

- Cannabis Beverages (Bulk)
- Cannabis Beverages (Packaged)
- Cannabis Edible (Bulk)
- Cannabis Edible (Packaged)
- Cannabis Flower (Bulk)
- Cannabis Flower (Packaged)
- Cannabis Flower Deli-Style (Bulk)
- 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 Concentrate Artificially Derived (Bulk)
- Hemp Concentrate Naturally Occurring (Bulk)
- Hemp Concentrate Naturally Occurring (Packaged)
- Hemp Flower (Bulk)
- Hemp Flower (Packaged)
- Infused Cannabis Flower (Bulk)
- Infused Cannabis Flower (Packaged)
- Infused Cannabis Pre-Rolls (Bulk)
- Infused Cannabis Pre-Rolls (Packaged)
- Kief (Bulk)
- Kief (Packaged)

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- Packaged Immature Clones
- Raw Cannabis Pre-Rolls (Bulk)
- Raw Cannabis Pre-Rolls (Packaged)
- Seeds
- Transdermal/Topical (Bulk)
- Transdermal/Topical (Packaged)
- Vape Cartridge (Bulk)
- Vape Cartridge (Packaged)

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Required Item Naming Convention

Use OCM's Metrc Product Name Generator to generate names for new items – this helps businesses stay aligned with OCM's 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. You can also find the name generator on the Minnesota Office of Cannabis Management website – **see Figure 5**.

Figure 5: Metrc Product Name Generator on OCM website

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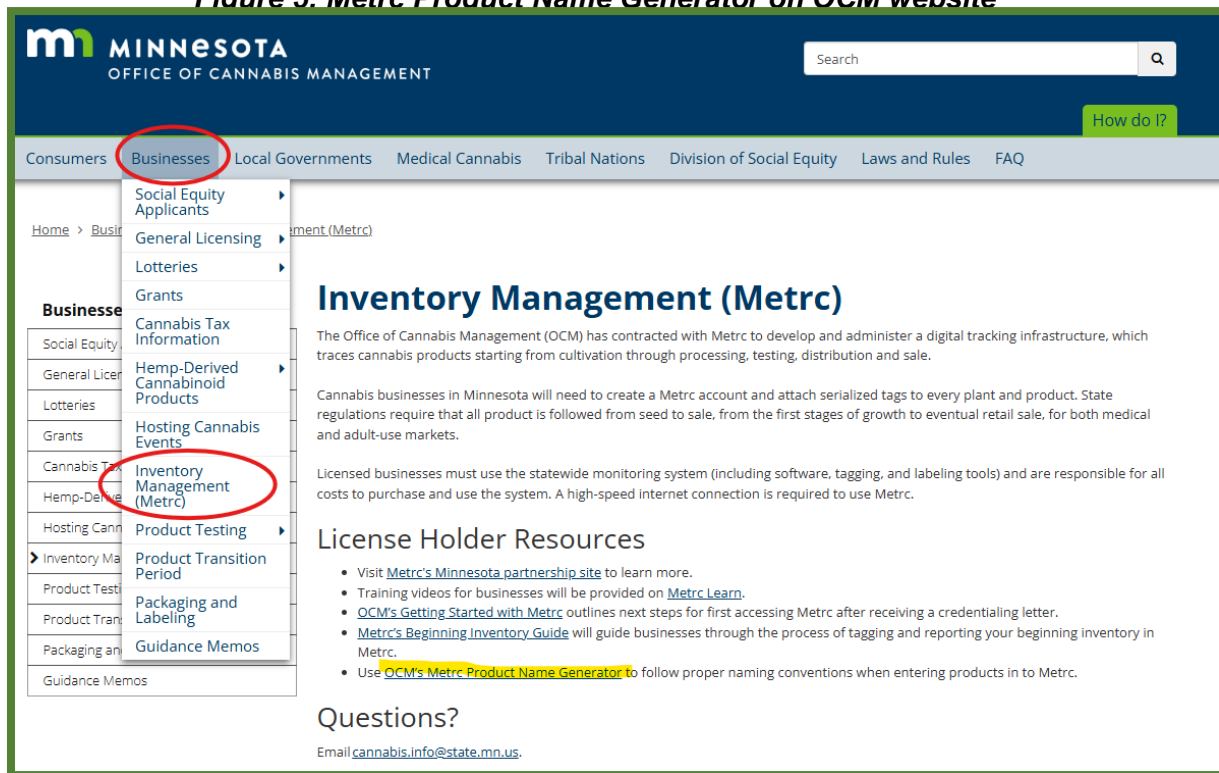
Package Expiration or Use by Date

Effective February 2nd, each of the items in Metrc will be assigned an expiration date or best if used by date. For all flower products, the license holder must enter a Use By date, and for all concentrates and finished products, a license holder must enter an Expiration date. When creating a new package, that expiration or use by date will automatically be set to 182 days, or 6 months. These dates can be manually updated when creating a new package based on stability testing results.
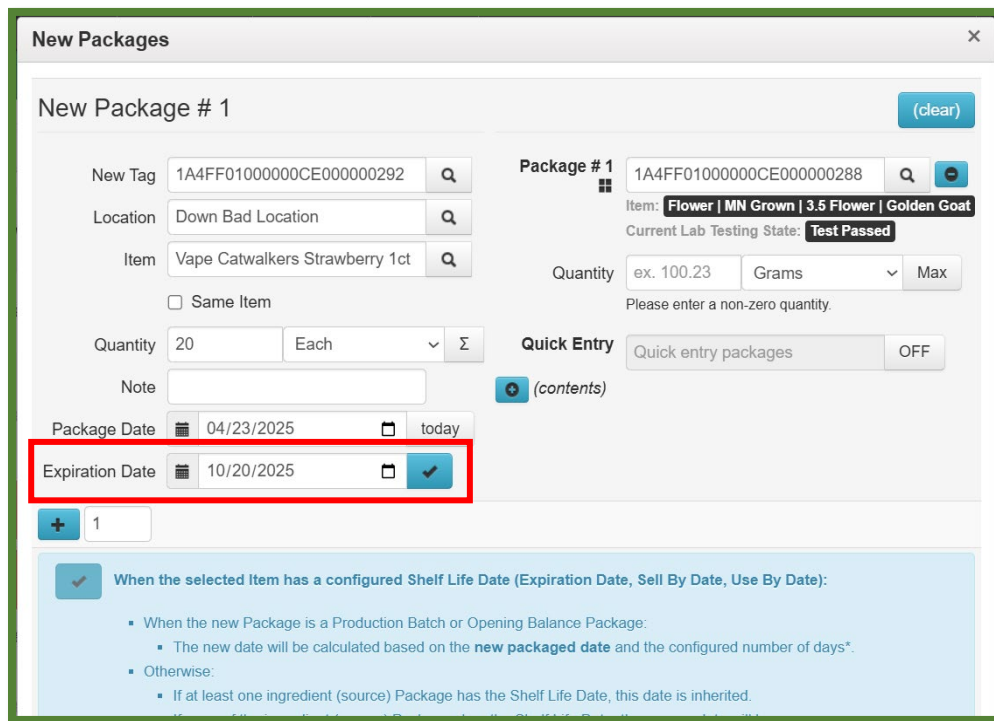
Note, the default expiration date of 6-months is only applicable until product stability has been demonstrated on the first batch of a manufacturing or cultivation process. Once product stability is established, the item should be updated in Metrc to use the demonstrated stability to calculate the expiration or use by date. The expiration or use by date for a batch of cannabis product is determined from the date of the batch compliance testing. To calculate the expiration date, add the stability time demonstrated to the day that compliance testing was completed. For example, if 8-month stability is demonstrated for a product, and it was tested January 1st, the expiration date would be August 31st.

For Minnesota expiration or use by date requirements, please refer to the MN rules 9810.3100 Subp 5 F and Minnesota Cannabis Technical Authority: Standards for Sampling and Testing Cannabis Products page 14 Section IX Stability Testing.

Rules: https://www.revisor.mn.gov/rules/9810.3100/
Technical Authority: https://mn.gov/ocm/businesses/resources/product-testing/technical-authority.jsp

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The expiration or use by date can be updated manually when creating a new package using a new item. Please note that there will not be an expiration or use by date field when repackaging an existing package using the same item, as shown in **Figure 6**.

Figure 6: 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, **see Figure 7**.

Figure 7: Expiration Date Column on the Packages Grid

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To update the expiration or use by date for a package, navigate to the packages area in Metrc on the navigational toolbar, select the desired package and click the "Edit Shelf Life" button to input an updated expiration or use by date **see Figure 8**.
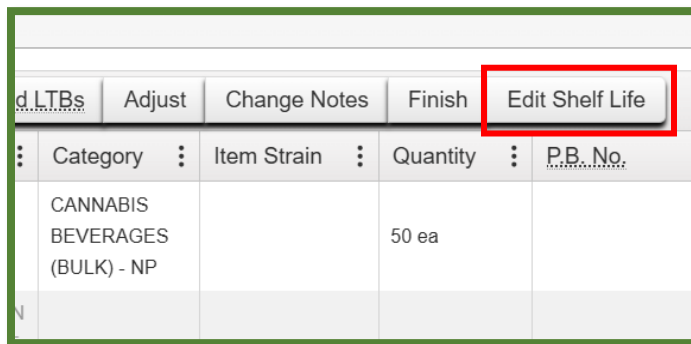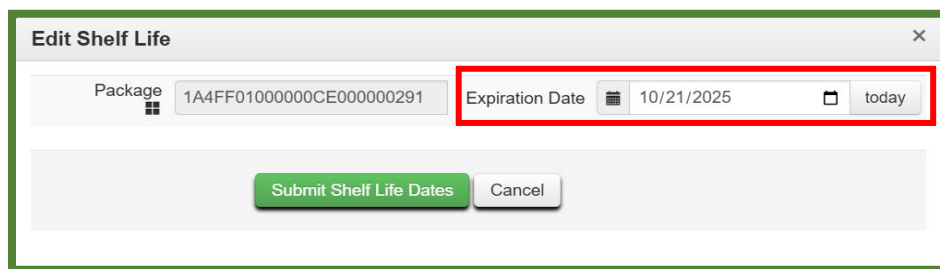

Figure 8: Edit Shelf Life Button

This will open the Edit Shelf Life action window to enter a new expiration or use by date, if needed, **see Figure 9**.**Figure 9: Selecting a Package to Add/Edit Expiration Date**

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Metrc resources

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

Contact Metrc Support by navigating to 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 is designed 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.

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