Metrc Support Bulletin

Bulletin Number: MD_IB_0113	Distribution Date: 09/23/2025	Effective Date: 10/07/2025
Contact Point: Metrc Support	**Subject:** Plant batch adjustments	
Topic: Updated functionality to allow immature plant batch adjustments.		

Greetings,

Metrc, in conjunction with Maryland Cannabis Administration (MCA) is pleased to provide information on the latest system enhancements planned to deploy on **10/07/2025**.

- **Adjusting immature plant batches** – Allows for the number of plants in a Plant Batch to be adjusted to more accurately reflect immature plant tracking in Metrc.

Please read on for more information.

Adjusting Immature Plant Batches

Effective 00/00/2025, the number of plants in a Plant Batch can be adjusted. Previously, when creating or destroying immature plants in Metrc, if the incorrect number of immature plants was entered, it was required that the batch be destroyed, and a new batch be started. With the new functionality, an Adjust button will be available in the Plants Grid, which will be a more effective workflow – **see Figure 1.**

Please note: Plant batch adjustments are only able to be made within **7 days** of a plant batch being created, so it is important to regularly review the immature plant grid to ensure there are no corrective actions needed. If a plant batch cannot be adjusted due to the corrective action timeframe being passed, please reach out to Metrc Support for assistance.

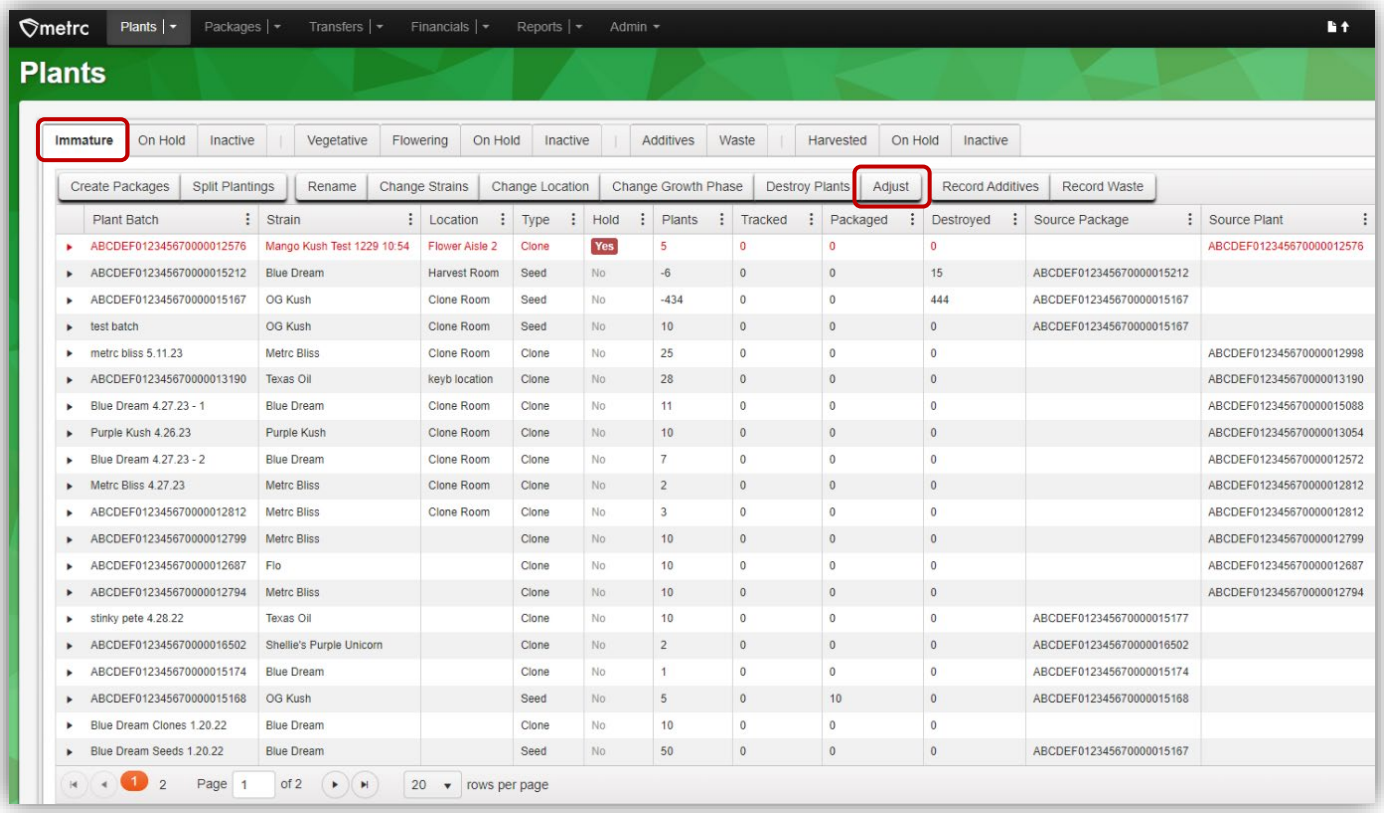

Figure 1: Plants grid with new Adjust button

After clicking the Adjust button in the Plants section, an action window will appear allowing for the adjustment of the Plant Batch count. The action window has the same fields as the Adjust Package action window, including:

- Group Name
- Quantity
- Adjust Quantity
- New Quantity
- Adjustment Reason
- Note
- Adjustment Date

An Adjustment Reason and Note are required whenever a plant batch is adjusted. As a best practice, select the most accurate description from the Reason dropdown within the action window. If no options fully explain the adjustment reason, it is recommended more information is included in the Required Note field – **see Figure 2**.

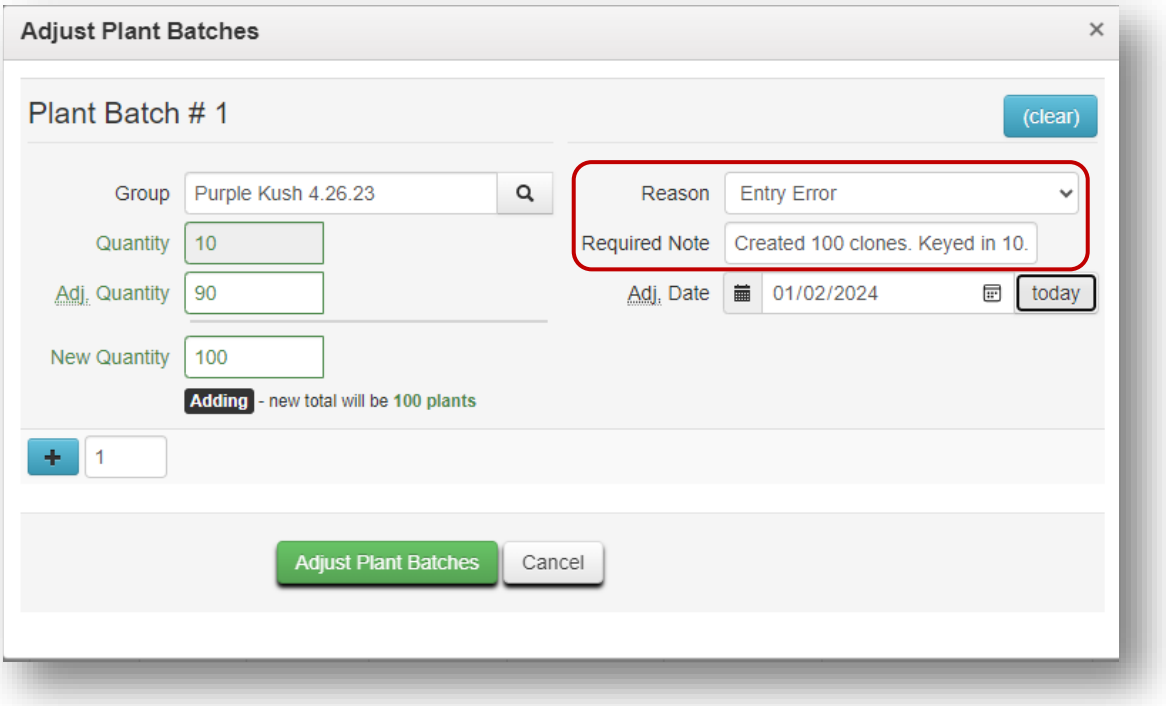

Figure 2: Adjust plant batches action window

If there is a need to adjust multiple plant batches at one time, the CSV option is available to provide a way to increase the efficiency of this required action in Metrc. To utilize this functionality, click on the icon located on the right side of the navigational toolbar, then reference the required formatting found on the Plant Batch Adj. tab. Once the CSV upload is formatted according to the example provided, click the Select files button to import the data – **see Figure 3.**

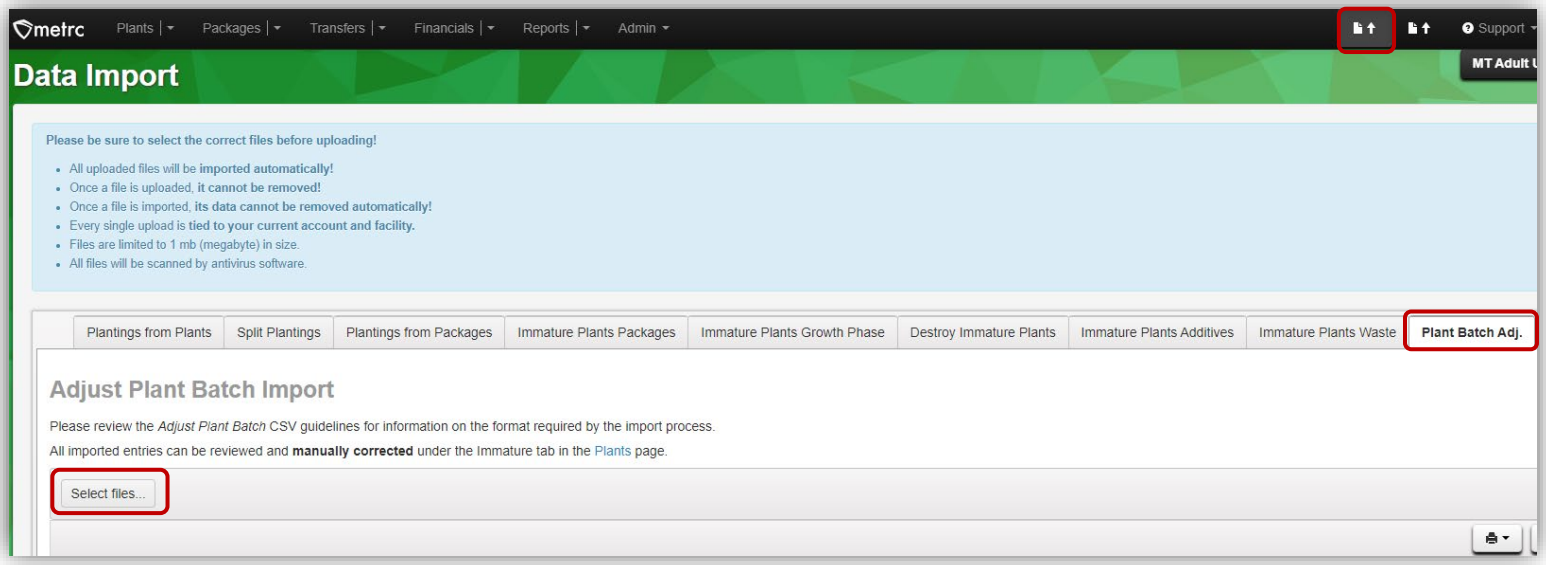

Figure 3: Data import – CSV upload for Plant Batch Adjustment

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, 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 is designed to provide users with interactive, educational information on system functionality to expand skillsets and drive workflow efficiencies.

Accessing Metrc Learn is simple through the following convenient locations:

From within the Metrc system

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

Access additional resources

In the Metrc system, click on the Metrc Expert icon and search for the appropriate topic or type in a question.

Thank you for your continued partnership.