

Bulletin Number: NJ_IB_0022	Distribution Date: 07/22/2024	Effective Date: 08/05/2024
Contact Point: Metrc Support	Subject: New Transfer Typ	e for Compliance
Reason: Creation of a new T	ransfer Type for Compliance	in New Jersey

Greetings,

Provided below is industry guidance regarding the new "Compliance" Transfer Type that will be available in Metrc as of 08/05/2024.

Please read on for more details.



Creating a Transfer for Compliance

Metrc, in conjunction with the CRC, is providing guidance on using a new transfer type – "Compliance Transfer" – when creating a transfer related to a compliance investigation. The new Compliance Transfer type will be available on 08/05/2024.

The Compliance Transfer type should be used when a licensee is requested by the state of New Jersey to transfer any package(s) into state custody to comply with an investigation or enforcement action.

Note: *This transfer type should only be used when requested by the CRC* and should not be used for transfers between licensees.

To utilize this transfer type, access the Packages area on the navigational toolbar and select the Active tab. From the Active Packages grid, select the package(s) that are being transferred to the CRC - **see Figure 1**.

Smetrc Packages - Transfers	- Sales		orts	nin 🝷			
Packages							
Active On Hold Inactive	In Transit	Fransferred					
New Packages New Transfer	Change Loc	ations Change Items A	Adjust Chan	ge Notes Fin	iish Edit	Shelf Life	
Тад	Src. H's	Src. Pkg's	Src. Pj's	Location	Item :	Category ↑ :	Item Strain
Q # 1A4FF0100000C900000007	Harvest Metrc Bliss 05182022	1A4FF01000000C9000000001			Metrc Bliss - Buds	Bud/Flower	Metrc Bliss
► Q II 1A4FF0100000CA000000001	Harvest Metrc Bliss 05182022	1A4FF0100000C900000006		Packaging Room	Garden State Ganja - BHO Oil	Concentrate	

Figure 1: Selecting a package for transfer

Note: A transfer cannot be registered for any package(s) on administrative hold. An administrative hold must be removed before a compliance transfer may take place.



Once the package(s) have been selected, click the New Transfer button - see Figure 2.

Smetrc Packages - Transfers	- Sales	 	orts 🗸 🛛 Adr	min -			
Packages							
Active On Hold Inactive New Packages New Transfer	In Transit 1 Change Loc	Transferred	Adjust Chan	ge Notes Fin	iish Edit	Shelf Life	
Tag	Src. H's	Src. Pkg's	Src. Pj's	Location	Item :	Category ↑	Item Strain
► Q III 1A4FF01000000C9000000007	Harvest Metrc Bliss 05182022	1A4FF01000000C9000000001			Metrc Bliss - Buds	Bud/Flower	Metrc Bliss
► Q II 1A4FF0100000CA00000001	Harvest Metrc Bliss 05182022	1A4FF0100000C900000006		Packaging Room	Garden State Ganja - BHO Oil	Concentrate	

Figure 2: New Transfer

From the New Transfer action window, select the destination of *CRC Investigations*. The license number can be entered manually or the magnifying glass button to the right of the Destination 1 field can be used to search for the correct license for CRC Investigations - **see Figure 3**.

Destination 1 Type part of	the License Number. Q (clear)	Est Departure	5elect -	today
T Idinica roade			06 : 21	AM
Select				
			L	•• =•
License No.	: Legal Name		: Туре	
X001010	CRC Investigations		Investigato	r
Page 1	of 1 In rows p	er page		Viewing 1 - 1 (1 tota

Figure 3: Select Destination – CRC Investigations



Note: CRC Investigations is the only Destination that should be used for a Compliance Transfer.

Once the correct license number is located, then enter all other required information in the New Transfer action window. Select **Compliance** as the Transfer Type. Select **CRC Investigations License number** as Transport #1. Do not select any other destinations or transporters when using Compliance Transfer. Once all fields have been completed, click the Register Transfer button to complete the process - **see Figure 4**.

Destination 1	X001010)	Q	(clear)	Туре	Compliance	~
Planned Route	Turn Lef Turn Rig Arrive at	t on Main Street ht on Second Street Destination			<u>Est</u> Departure	■ 06/27/2024 ▲ ▲ 09 : 21 ▲	today
				//.	<u>Est</u> Arrival	 ■ 06/27/2024 ▲ ● 09 : 41 4 ▲ ♥ ♥ 	today
Trans	sport # 1	X001010		٩	(clear)		
E	hone No.	609-376-7300		(use def	ault)	Layover	
	Driver 1	John		Q (clear) Vehicle 1	ABC123	Q
Drive	er's Name	John			Vehicle Make	Jeep	
Em	ployee ID	Doe			Vehicle Model	Cherokee	
Dri	ver's <u>Lic.</u> No.	XYZ555			License Plate	ABC123	
0) (d	etails)					
•	0 (trai	nsporter)					
Packa	age # 1	1A4FF01000000C9000	000007	Q. (0	lear)		
Quic	k Entry	Quick entry packages		OFF			
•	🗘 (pac	skage)			CSV or TXT file up t	o 1 Mb with one package labe Select files	l value per line is requir
0 1 0 (d	estination)						
	(

Figure 4: New Transfer Action Window for Compliance



The outgoing Compliance Transfer is now registered and may be viewed in two ways:

1. View the completed Compliance Transfer by selecting the Transferred Tab in the Packages grid – **see Figure 5**.

Destination Lic. Destination Fac. Manifest No. Package S.H. S.P. Item Category X001010 CRC Investigations 0000003401 1A4FF01000000C9000000001 Metrc Bilss Buds Bud/Flower													
Active On Hold Inactive In Transferred Destination Lic. Destination Fac. Manifest No. Package S.H. S.P. Item Category X001010 CRC Investigations 0000003401 1A4FF01000000C9000000001 Metrc Bilss Budy Budy	acka	ges											
Active On Hold In Transit Transferred Destination Lic. i Destination Fac. i Manifest No. i Package i S.H. i S.P. i Item i Category X001010 CRC Investigations 0000003401 1A4FF01000000C9000000001 Harvest Metrc Bilss Metrc Bilss - Buds Bud/Flower													
Destination Lic. Destination Fac. Manifest No. Package S.H. S.P. Item Category X001010 CRC Investigations 0000003401 1A4FF01000000C9000000001 Harvest Metric Bliss Metric Bliss Metric Bliss Bud/Flower	Active	On Hold	Inactive In	Tran	sit Transferred								
Destination Lic. i Destination Fac. i Manifest No. i Package S.H. i S.P. i Item i Category X001010 CRC Investigations 0000003401 1A4FF01000000C900000001 Harvest Metric Bilss Metric Bilss Bilss - Buds Bud/Flower													
X001010 CRC Investigations 0000003401 1A4FF01000000C9000000001 Harvest Bliss Bud/Flower Buds Bud/Flower	Destina	tion Lic.	Destination Fac.	:	Manifest No.	Package	<u>S</u> .	н. :	S.P.	:	Item	:	Category
X001010 CRC Investigations 0000003401 1A4FF0100000C900000001 Bliss Bliss Bud/Flower							На	rvest			Metrc		
	X001010		CRC Investigations		0000003401	1A4FF01000000C9000000001	Bli	ss			Bliss - Buds		Bud/Flower
		Pa Pa	ge 1 of 1	•	▶ 20 ▼	rows per page							
		Pa	ge 1 of 1	•	▶ 20 ▼	rows per page							

Figure 5: View Transferred Tab in Packages Screen

 The completed Compliance Transfer can be viewed by selecting the Outgoing Tab in the Transfers grid. The actual transfer manifest may be downloaded by selecting the manifest and then clicking the View Manifest button – see Figure 6.

⊘metrc Packages - Transfers	;	s	
Licensed Transfers			
New Transfer View Manifest			
Incoming Inactive Outgoir	Rejected Inactive		
Manifest :	Destination	Stops :	Pkg's
▶ 0000003902	X001010 (CRC Investigations)	1	1
Page 1 of 1	20 Tows per page		

Figure 6: View Outgoing Tab and View Manifest in Transfers Screen



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 <u>Support.Metrc.com</u>, 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 <u>state's partner page</u> 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.