Metrc Support Bulletin

Bulletin Number: OK_IB_0041	**Distribution Date**: 10/17/2024	**Effective Date**: 10/07/2024
Contact Point: Metrc Support	**Subject**: Creating Immature Plant Batches	
Reason: Metrc is providing an update on the workflow to create clone batches		

Greetings,

Metrc, in conjunction with the OMMA, is providing guidance on associating clones with a source package tag. Per OMMA rules any new batch of clones must be associated with a package tag, regardless of whether the clones were cut from a mother plant or transferred from another licensee. There are multiple ways to associate your clones with a package tag.

On the following pages you will find detailed instructions for associating your clones with a package tag.

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1

Creating a Package from an Immature Planting

Create Planting button: In the Plants area, use this button to create immature plant batches directly from a vegetative mother plant. – **see Figure 1**
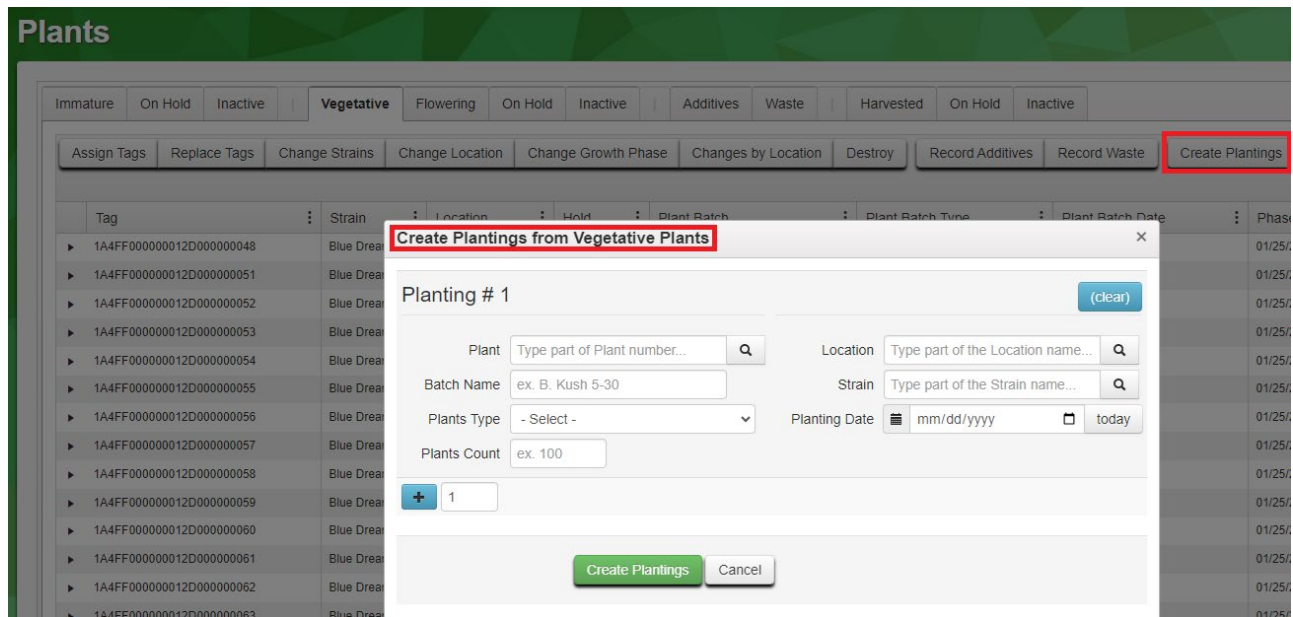

Figure 1: Creating Immature Planting from a vegetative mother plant.

To create a clone package from an immature plant batch, highlight the new planting and select create package. – **see Figure 2 below**.
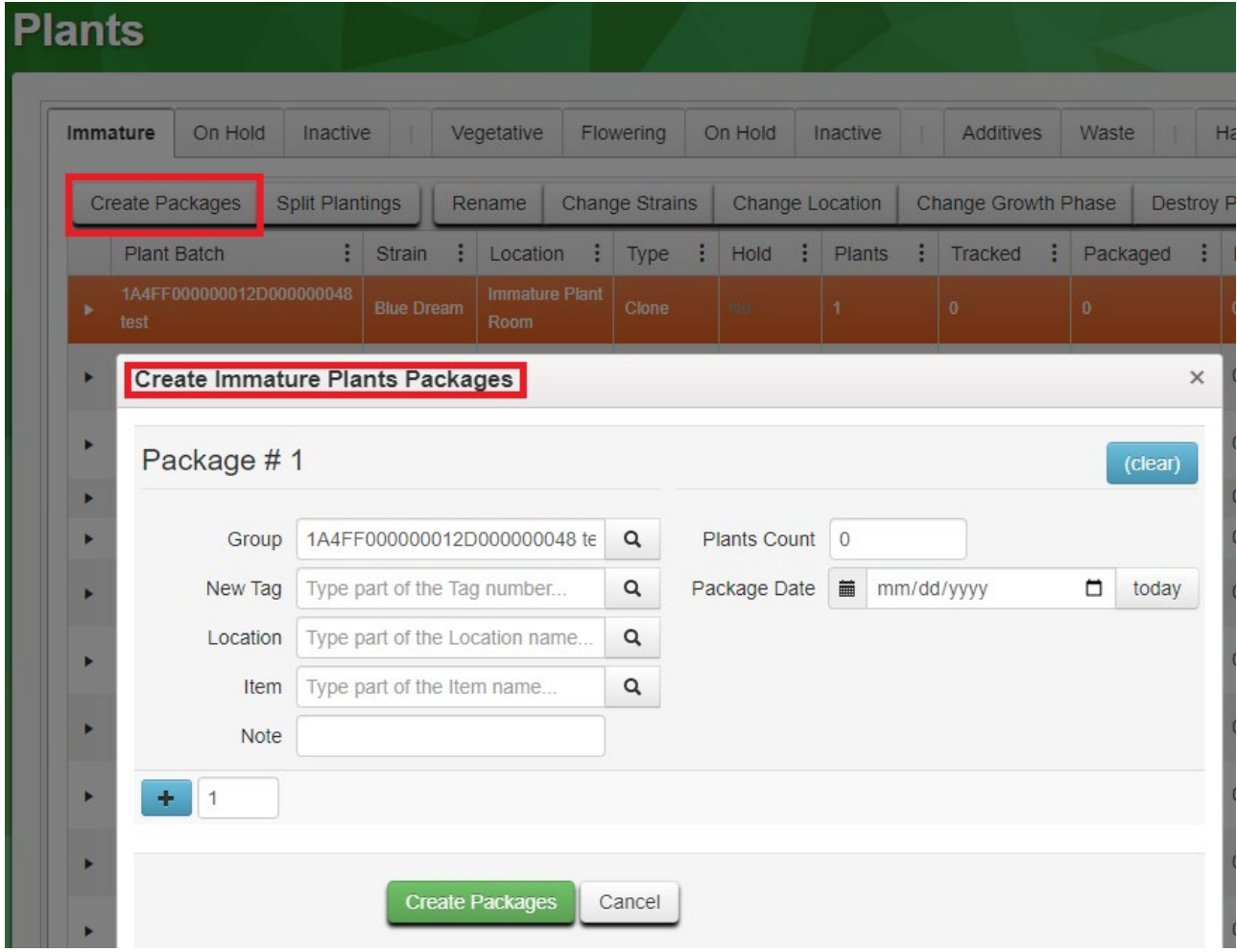
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2

Figure 2: Creating Immature Plant Packages from an immature planting

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3

Creating Immature Plant Packages

Create Immature Plant Packages button: This button allows users to create immature plant packages directly from a mother plant.

To create a clone package directly from a mother plant, access the Plants area on the navigational toolbar. Then click on the Vegetative tab. Select the mother plant and change its growth phase to Flowering. Next, locate the mother plant in the Flowering tab, select it, and then click the new option of the Create Immature Plant Packages button – **see Figure 3**.

Please note: The mother plant must be moved to the Flowering phase to create an immature plants package. After creating the package the package has been created, you can move the mother back to the Vegetative phase.
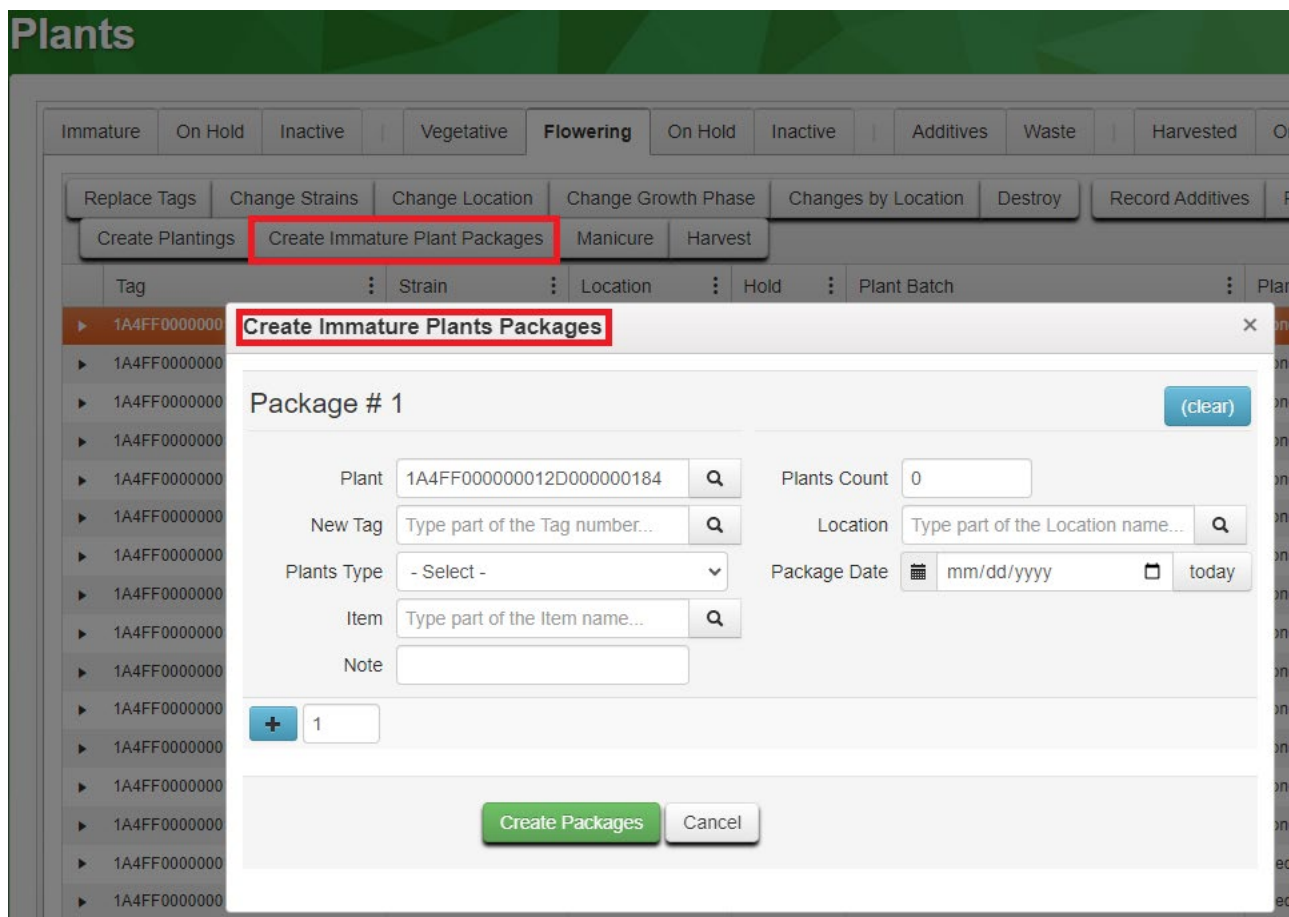

Figure 3: Creating Immature Plant Packages for Clones

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4

Once an Immature Plant Package is created with either of the 2 methods mentioned above, or if you received a package of immature plants transferred from another licensee, the immature plants can then be planted from your package. To plant the immature plants from the Immature Plant Package, access the Packages area on the navigational toolbar and click the Active tab – **see Figure 4**.
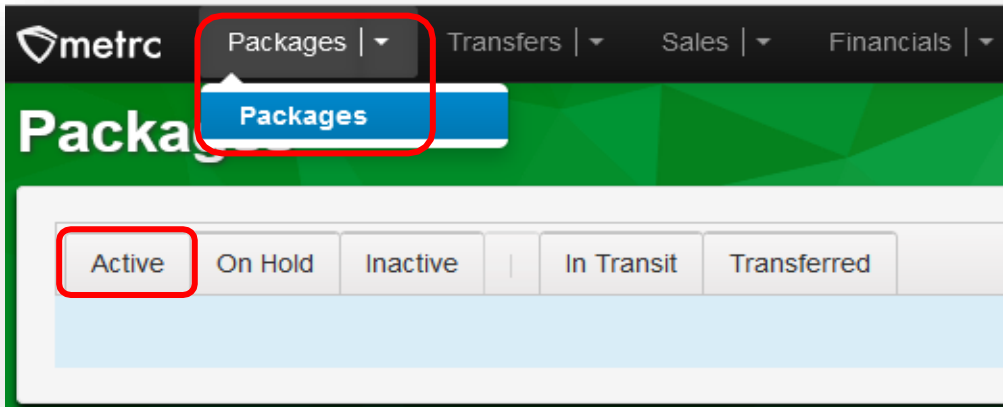

Figure 4: Active Packages Tab in Packages grid

Once on the Active Packages grid, select the immature plant package that needs to be planted. Then click the Create Plantings button. This will open the Create Plantings from Packages action window. Fill out all required information including the quantity, immature plant batch name, plant types, plant count, location, strain, planting date, and unpackage date. Once all information has been entered, click the Create Plantings button to complete the planting process and create the immature planting – **see Figure 5 below**.
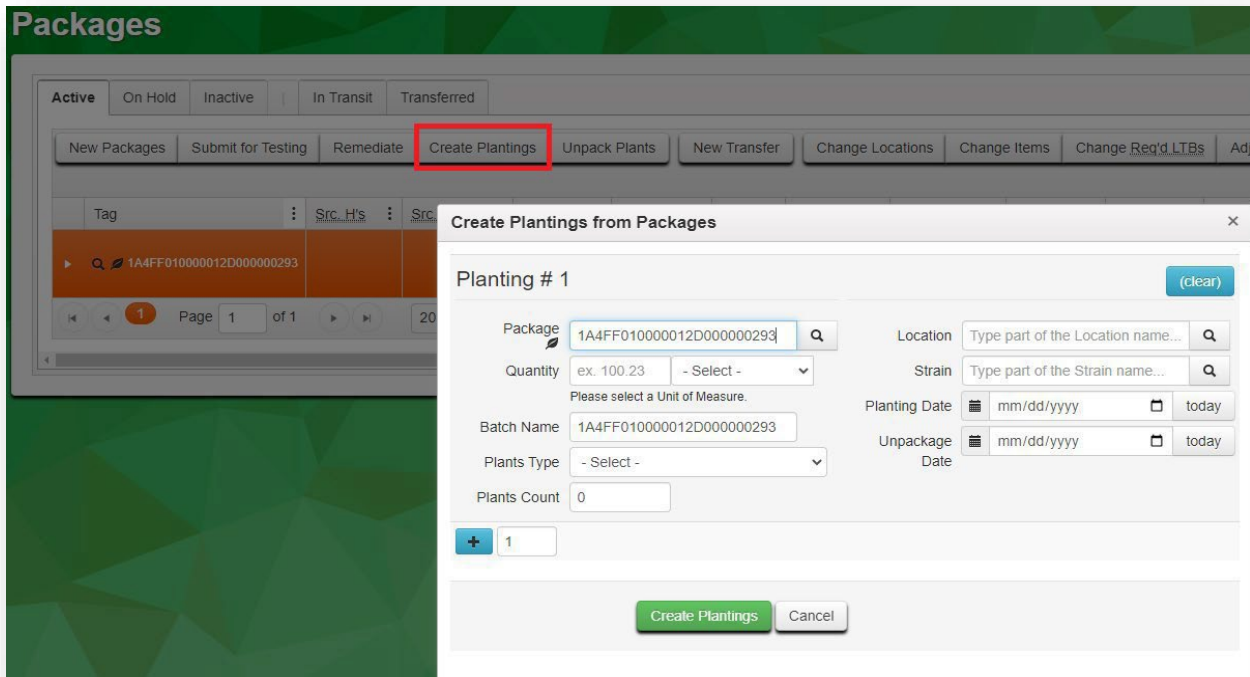
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5

Figure 5: Create an Immature Planting from the Immature Plant Package

The new immature plant batch that was planted can be viewed from the Immature tab in the plants area. The immature plant batch is associated with the previously created immature plant package tag as seen in the Source Package column – **see Figure 6.**
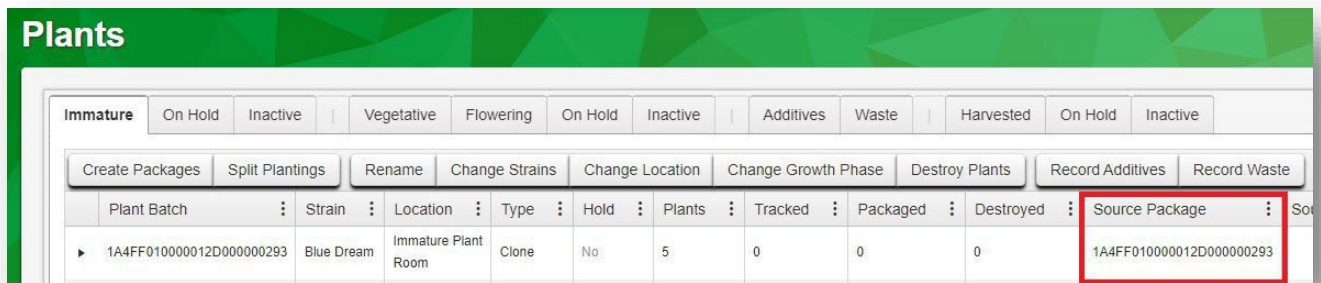

Figure 6: The New Immature Plant Batch is Associated with the Source Package

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6

![metrc logo]

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 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 Support area on 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 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.

7

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