Introduction to California Cannabis Track-and-Trace System

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Executive Director Metrc

Agenda

- Who is Franwell?
- Introduction to Metrc
- Working with Metrc
  - Obtaining User Access
  - Tags and Tracking
  - Plants
  - Packages
  - Manufacturing
  - Transfers
  - Laboratory Testing
  - Retail Sales
  - Reports
- RFID, What and Why
- Integration with other Software
- Support

Who is Franwell?

- 25+ years of business experience in (high flow & volume) supply chain processes & tracking
- 30+ years of experience in computer technologies
- 15+ years focused on auto identification technology (Bar-coding, RFID, etc.)
- Current Statistics:
  - Over **53,000** Industry users enrolled
  - Over **200** State users
  - Over **11,501,800** plants commissioned
  - Over **8,527,139** packages tracked
  - Over **1,421,585** travel manifests processed

Introduction to Metrc

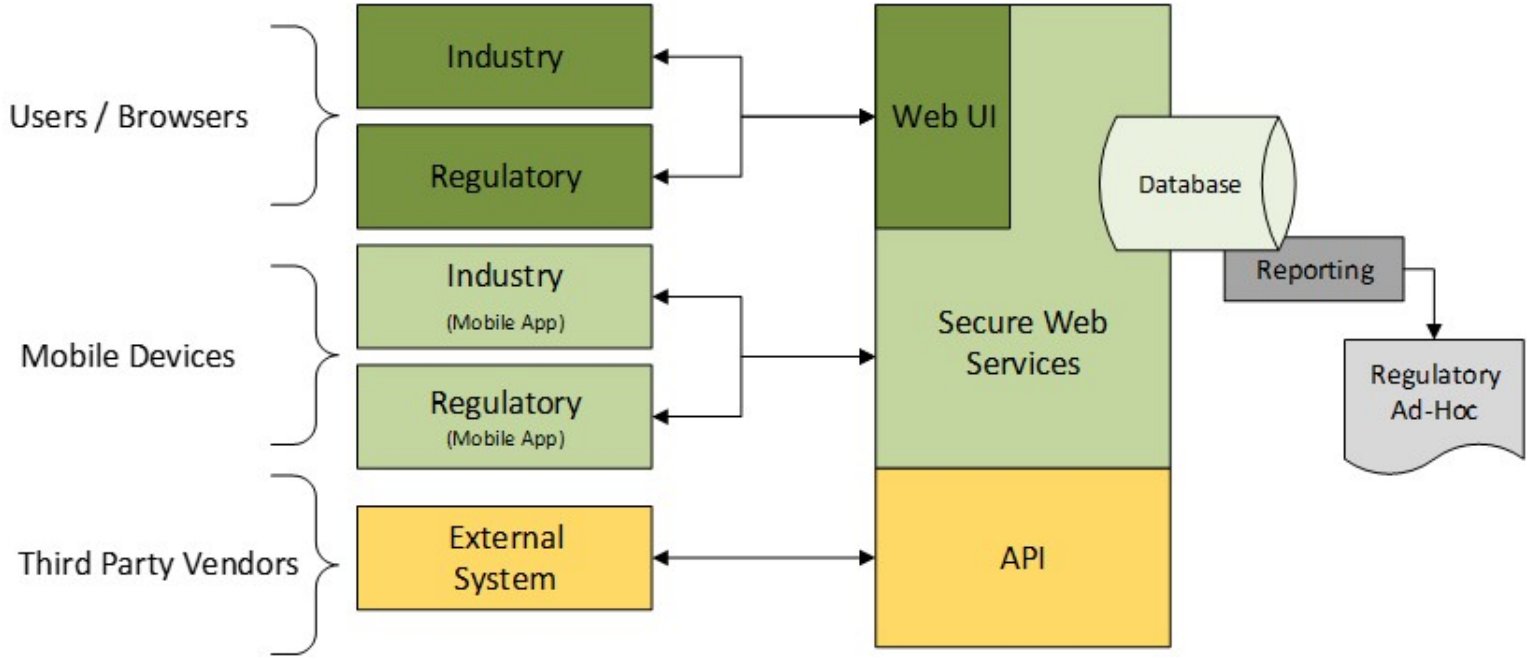
Scope

- Metrc® is a compliance management solution used by regulatory bodies for the oversight of the cannabis industry.
- Metrc is a cloud hosted on-line software reporting system used by licensed cannabis businesses to manage and report supply chain activities as required by State rules.

- CCTT-Metrc is California's implementation of Metrc (metrc.com/California)

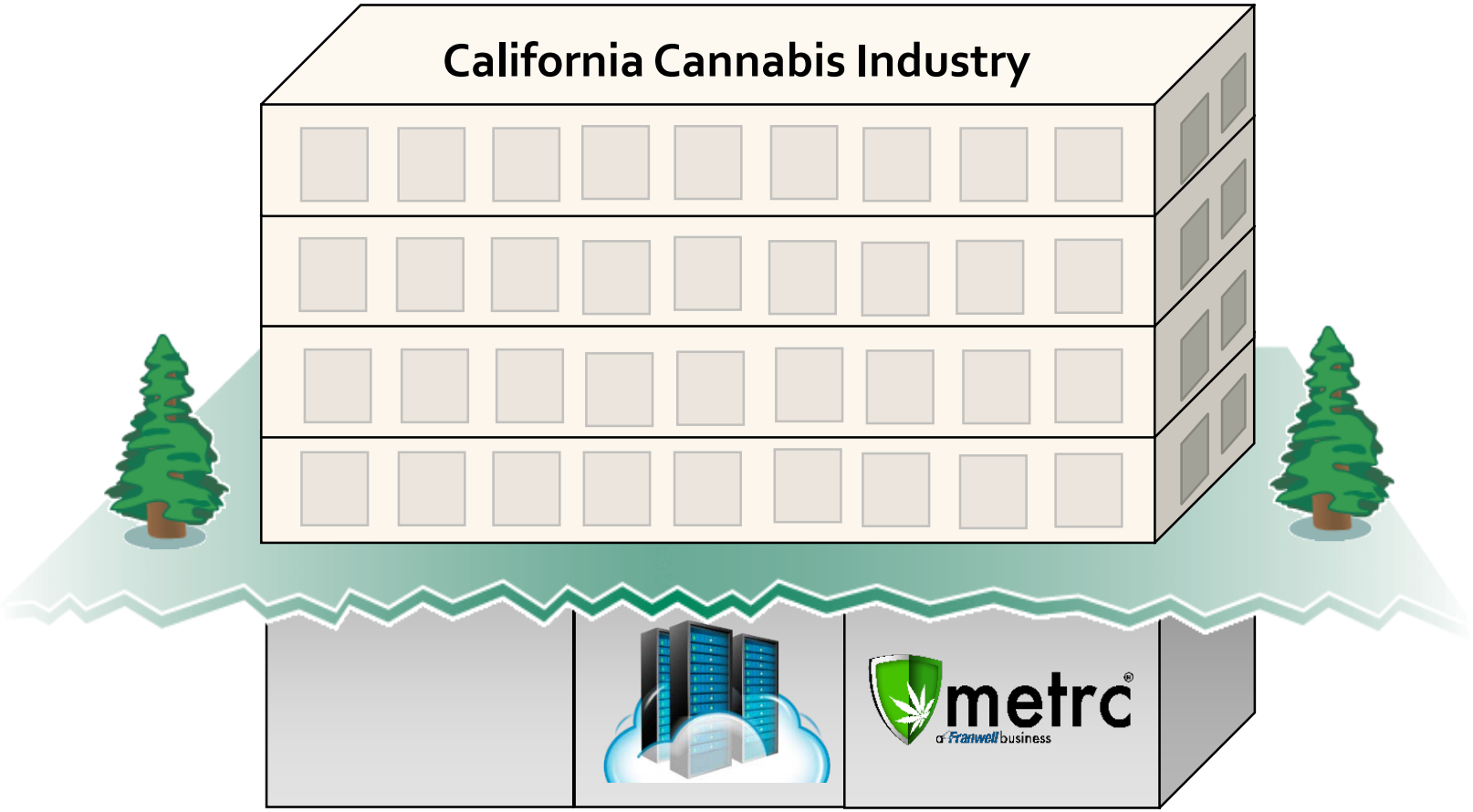
What Makes up Metrc?

- The system consists of:
- A web application
- Web services
- A mobile application for site inspection
- A mobile application for industry use

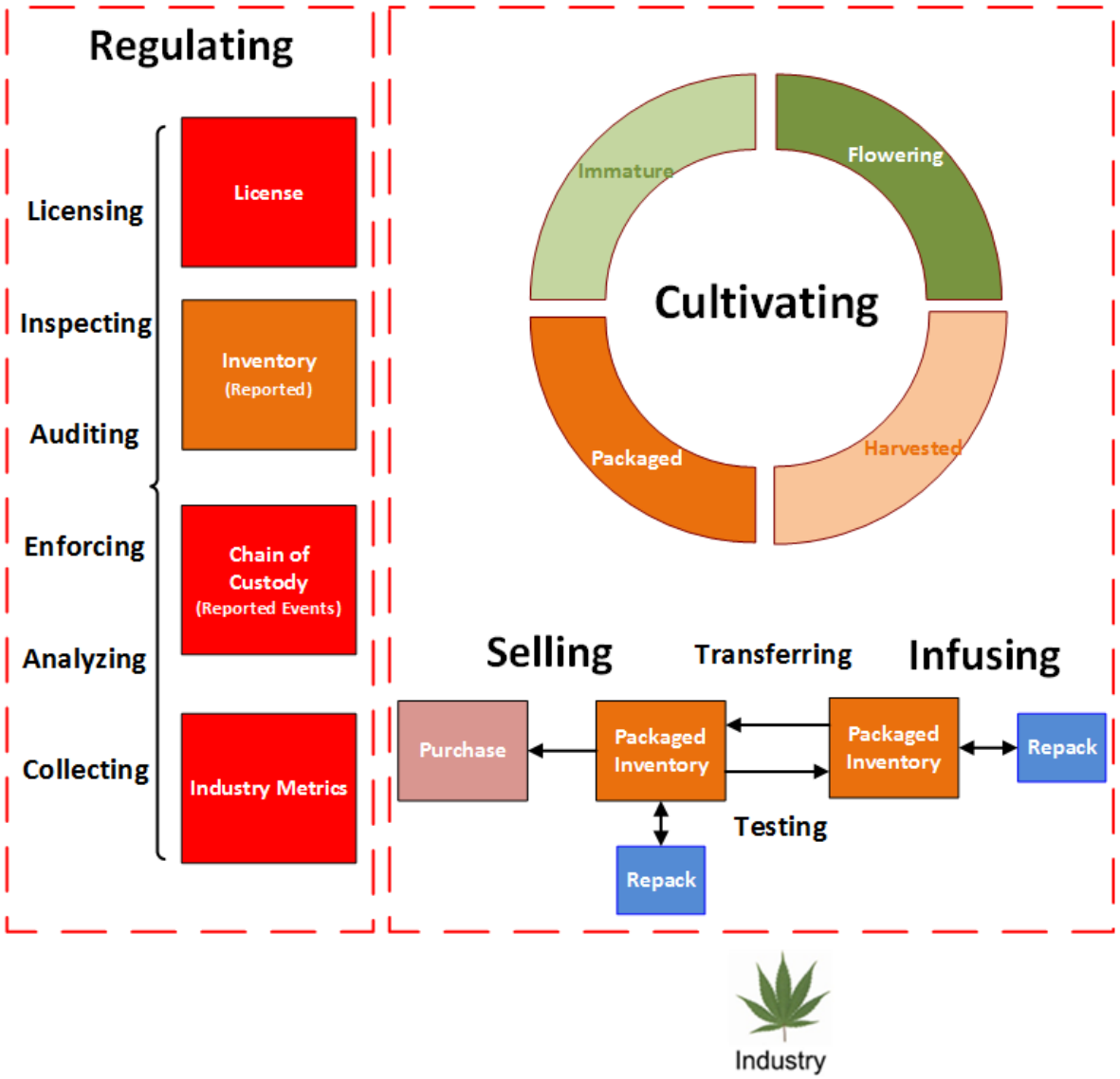


How Metrc is Built

- Private dedicated hardware
- Secure on-line access
- Real-time with data backup and failover



How Metrc is Organized

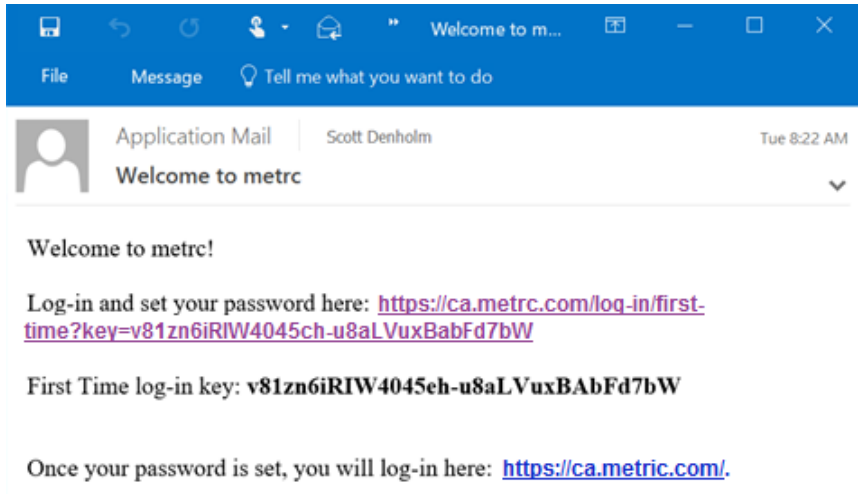


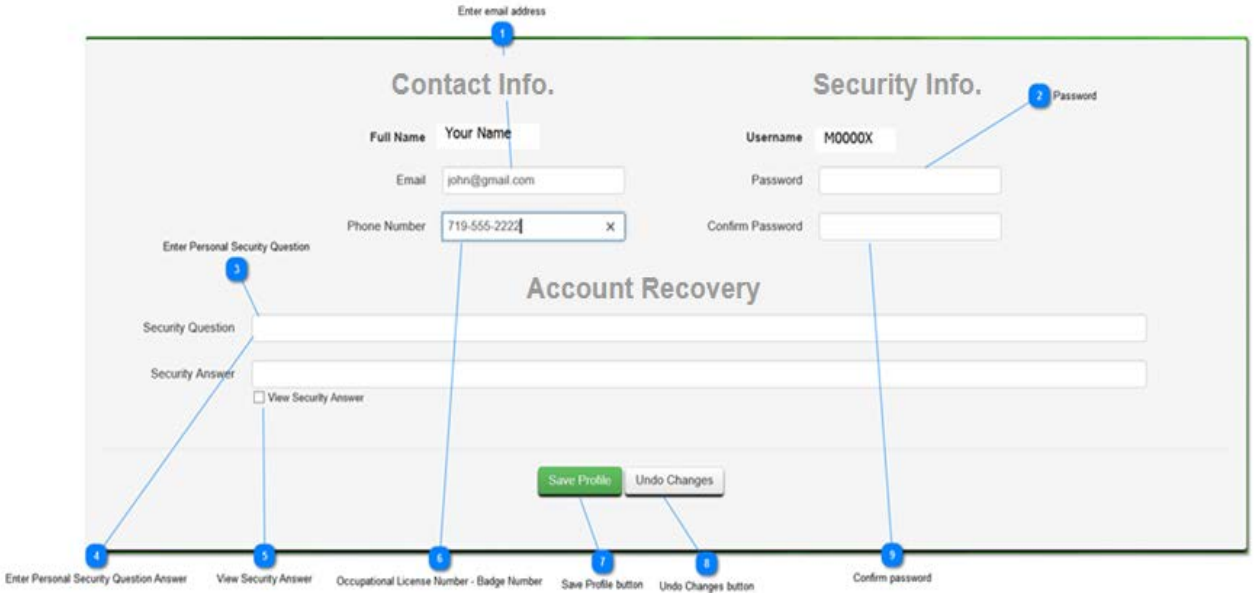
- "Immature plant" or "immature" means a cannabis plant that is not flowering.
- "Flowering" means that a cannabis plant has formed a mass of pistils measuring greater than one half inch wide at its widest point.

Working with Metrc

Obtaining User Access

- Submit your Annual license application and take the required training
- Obtain approval of Annual license
- Call or email Metrc Support to receive confirmation of Annual license and training completion
- Follow these steps to complete your login credentials upon receipt of welcome email:
  - Click on the first link in the "Welcome to Metrc" email. You will be directed to the website.
  - Accept State Attestation and Metrc Terms and Conditions
  - Setup a User Profile





Setup Business Profile

For each license (facility) add:

1. Employees
2. Strains
3. Items
4. Rooms (Cultivators Only)

California Regulations can be accessed at:

California Department of Food and Agriculture (CDFA): http://calcannabis.cdfa.ca.gov/
Cultivator licenses

Bureau of Cannabis Control (BCC): http://www.bcc.ca.gov
Distributor, Retailer, Testing Laboratory and Microbusiness licenses

California Department of Public Health (CDPH): https://www.cdph.ca.gov/Programs/CEH/DFDCS/Pages/MCSB.aspx
Manufacturing licenses

Permissions for Each Type of License Facility

	Cultivator	Cultivator Processor Only	Distributor	Distributor Transporter Only	Manufacturer	Manufacturer Packager Only	Retailer	Testing Laboratory	Microbusiness
Plants	✓								✓
Packages	✓	✓	✓		✓	✓	✓	✓	✓
Packages - Remediation					✓	✓			✓
Packages - Test Product								✓	
Licensed Transfers	✓	✓	✓		✓	✓	✓	✓	✓
Transfers Hub			✓	✓				✓	✓
Sales							✓		✓
Admin	✓	✓	✓	✓	✓	✓	✓	✓	✓
Reports	✓	✓	✓	✓	✓	✓	✓	✓	✓

Setup Product Profile

Categories

- Capsule/Tablet
- Concentrate (liquid)
- Concentrate (liquid each)
- Concentrate (solid)
- Concentrate (solid each)
- Edible
- Edible (each)
- Extract (liquid)
- Extract (liquid-each)
- Extract (solid)
- Extract (solid-each)
- Flower
- Fresh Cannabis Plant
- Immature Plant
- Kief
- Leaf
- Liquid
- Liquid (each)
- Pre-Roll Flower
- Pre-Roll Leaf
- Suppository (each)
- Tincture
- Tincture (each)
- Topical
- Topical (liquid)
- Topical (liquid-each)
- Topical (solid)
- Topical (solid-each)
- Vape Oil
- Vape Oil (each)

Items

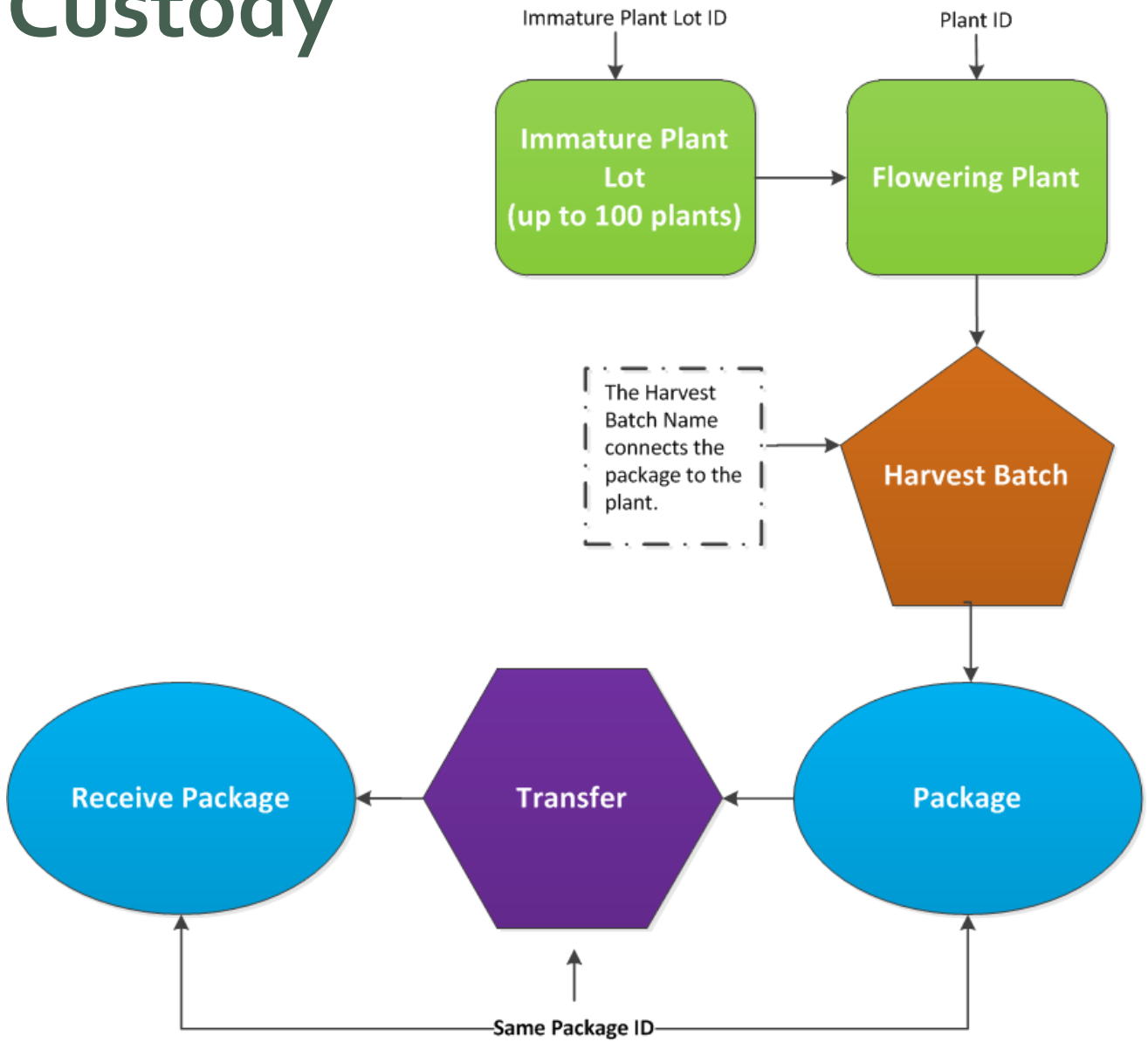
- Item names are used to identify what type of item is packed into a package.
- Category
- Type of product
- Quantity
- Unit of measure
- Used for traceability and recalls if necessary.

Tags and Tracking

Tagged Inventory in Metrc

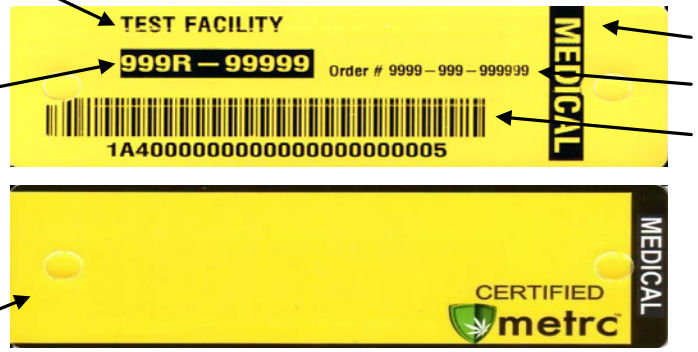
- There are two types of tagged inventory in Metrc: Plants and Packages.
  - Plants are immature or flowering. All plants must enter the system through immature plant lots (up to 100 plants / lot).
    - Immature plant lots (up to 100 plants) are assigned a Unique Identifier Plant tag.
    - Each immature plant must be labelled with the lot Unique Identifier (UID).
    - Individual flowering plants are assigned a Plant tag.
  - Packages are created from immature plants, harvest batches, testing lab samples, production batches, and other packages.
- Licensees order tags through Metrc (costs of tags are incorporated into the license fees).

Chain of Custody



Tag Explanation

Plant



License (Facility) Name

License Number

Identifier

Order Information

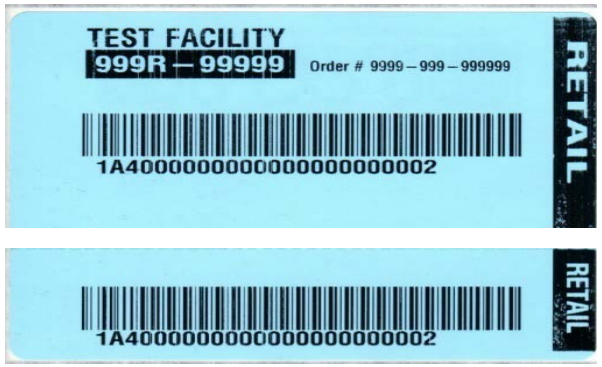
Unique Identification Number (UID)

Strain Name Can be written

Metrc Seal

Package

- Peal and stick – adhesive backing.
- Package tag is used for transferring packages and tracking of finished product for each licensee in the chain of custody.
- The package tag is perforated with the "Package ID #" printed on the upper and lower sections. (example: can be used for jar labeling in order to identify associated package).



Immature Plant Lot Tagging

- One UID (plant tag) is assigned to an Immature Plant Lot (up to 100 plants per lot).
- Each plant in the lot must be labelled with the corresponding UID.

Tag Attached to Flowering Plant

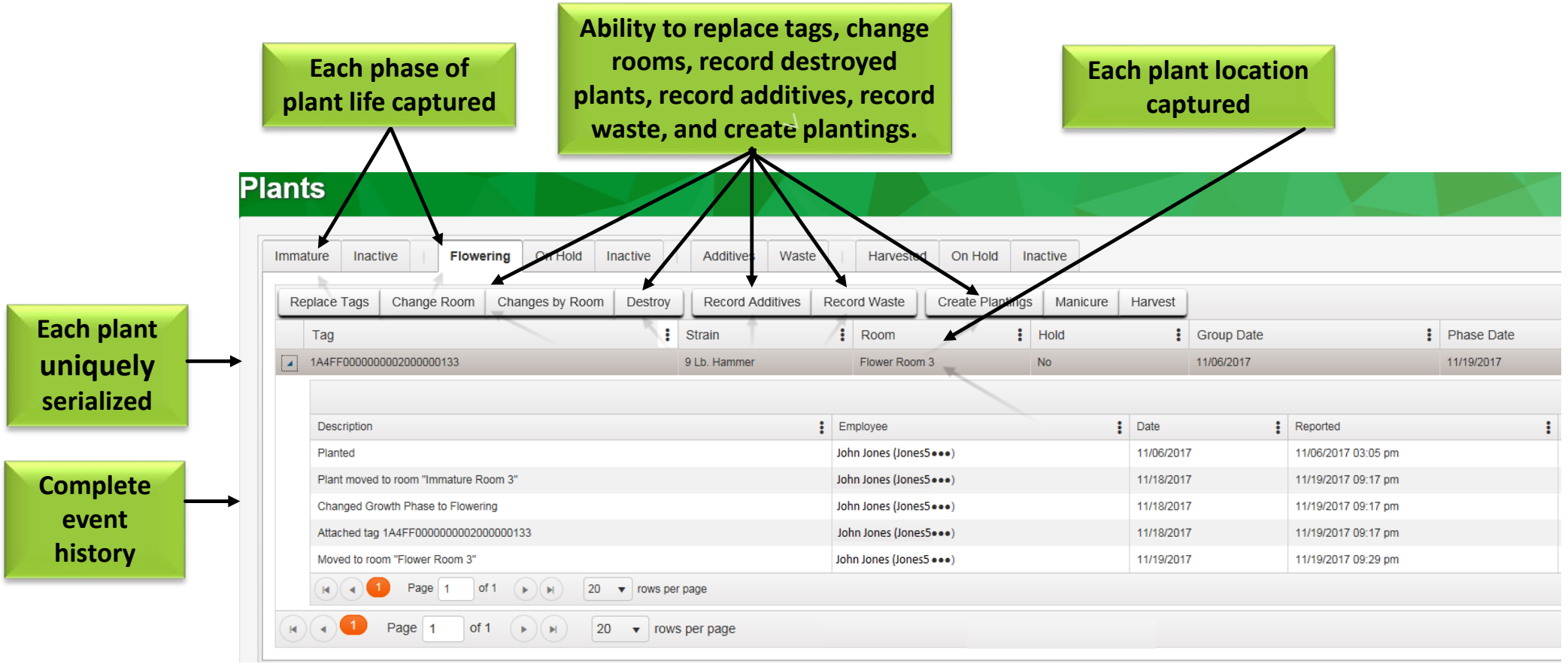
- Plant Tags are assigned to individual plants when moved to canopy or when plant flowers
- Must be attached to main stem at the base of each plant using a tamper evident strap or zip tie
- Must be visible and within clear view

Reminder

- "Immature plant" or "immature" means a cannabis plant that is not flowering.
- "Flowering" means that a cannabis plant has formed a mass of pistils measuring greater than one half inch wide at its widest point.

Plants

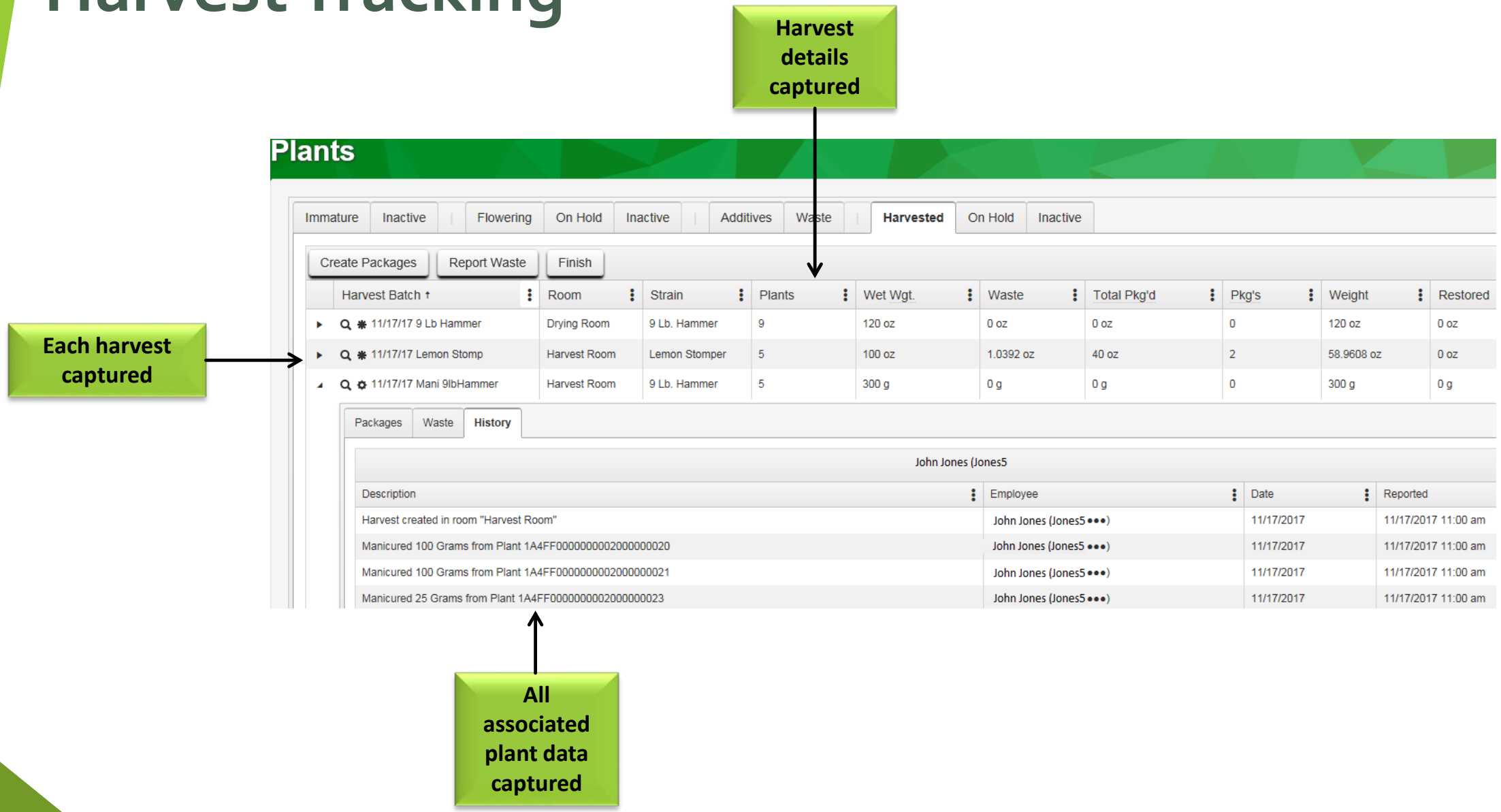
Plant Tracking



Harvest Steps - Cultivator

- **Harvest Name** – Harvest name is required to be unique name. Strain Name & Harvest Date is recommended best practice.
- **Weight** – the plant in its entirety after being cut from root ball (stems, stalk, flower, leaves, trim, etc.)
- **Waste** – can be multiple entries but must be reported within 3 days after it is created. Waste may include stems, stalk, flower, leaf, trim, etc.
- **Package** – package with unique identifier (flower, leaf, kief, fresh cannabis plant, or pre-rolls)
- **Finish** – when Harvest Batch (HB) is completely done (packages created and waste calculated), click 'Finish'. Any remaining weight associated to the HB is considered moisture loss. Harvest must be completed within 60 days.
- **Transfer** – must create transfer manifest to move product (by a Distributor) to a Processor or Manufacturer or to a Distributor for testing and quality assurance prior to retail sale.

Harvest Tracking



Packages

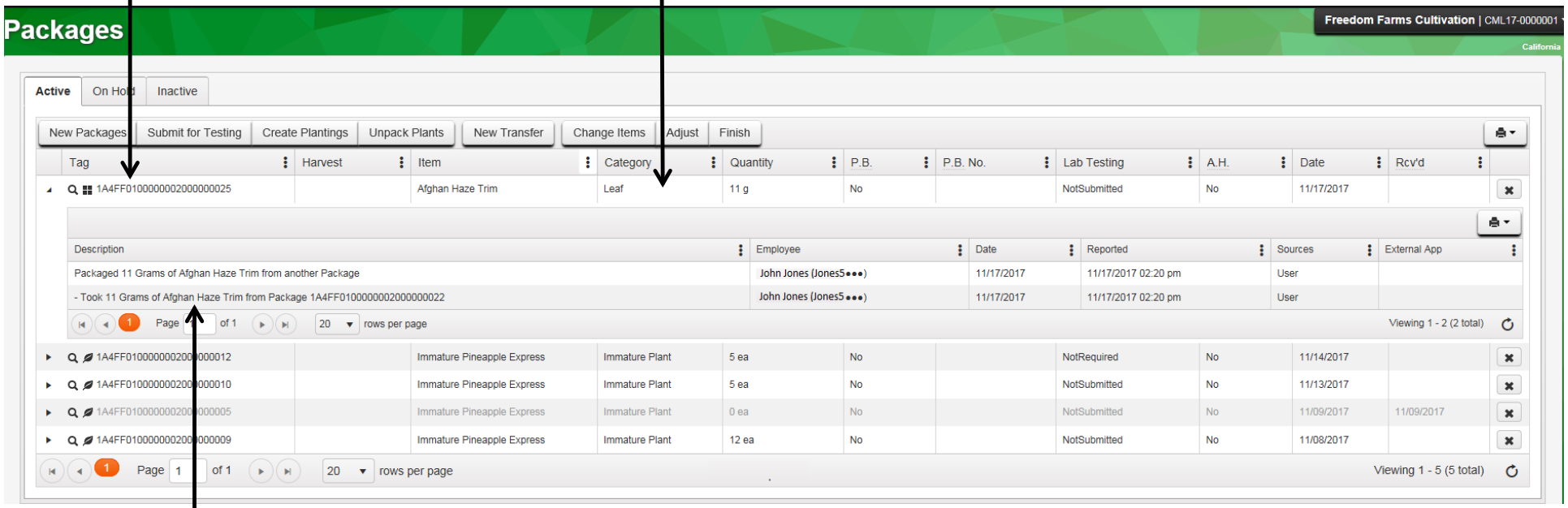
Packages in Metrc - Definition

- Any amount of cannabis or cannabis product that may be sold, manufactured or transferred, must be placed into one or more packages, each package having a UID (package tag) created in Metrc.
- Any product that you intend to transfer from one licensee to another must have a UID which must be physically attached to the package.
- Metrc allows you to repack any package into a new package.

Package Tracking

Each package uniquely serialized

All associated plant or product data captured



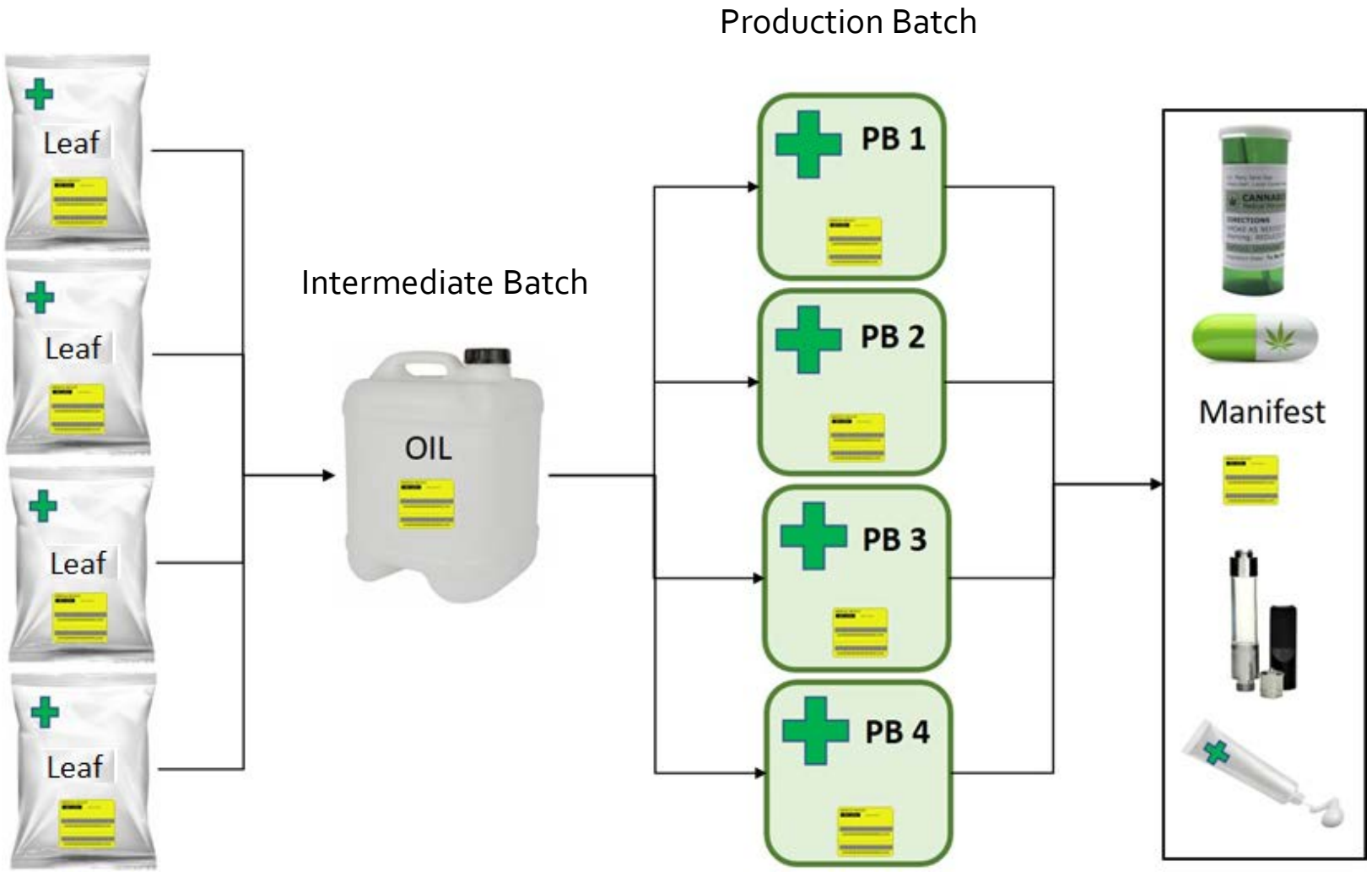
Complete package status & history

Manufacturing

Packages, Intermediate Batches and Production Batches

- Incoming packages can be used in an intermediate batch such as making concentrate.
  - Pull from existing packages to make an intermediate batch of concentrate.
  - Create a new package for the concentrate.
  - The newly packaged concentrate may then be partially used in a production batch to make an infused product such as an Infused Edible or Infused Non-Edible or another Concentrate.

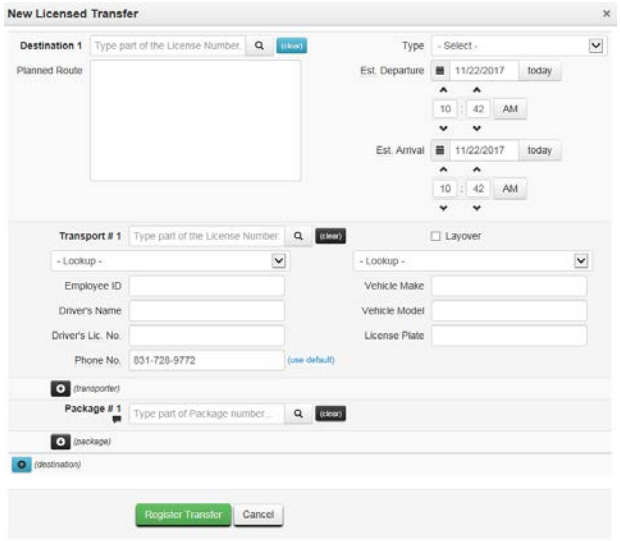
Manufactured Product Process

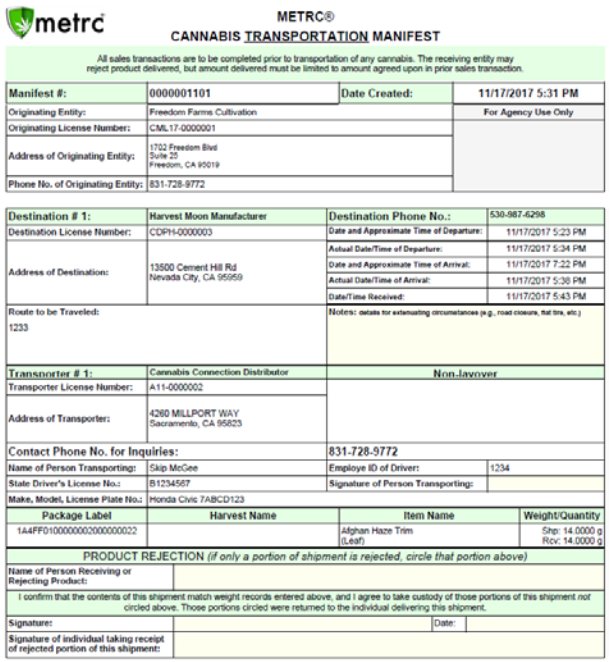


Transfers

Transfers

- A transfer must be created anytime a package moves from one licensed facility to another (even on same property).
- A transfer can be rejected by package or wholly reject all packages.
- A rejected package will require the originating Licensee to receive the rejected package back into inventory.
- You can only transport packages if you have a Distributor license or a Laboratory with samples.
- Transporters are required to record actual departure and arrival times in Metrc.





metrc

METRC®

CANNABIS TRANSPORTATION MANIFEST

All sales transactions are to be completed prior to transportation of any cannabis. The receiving entity may reject product delivered, but amount delivered must be limited to amount agreed upon in prior sales transaction.

Manifest #:	0000001101	Date Created:	11/17/2017 5:31 PM
Originating Entity:	Freedom Farms Cultivation		For Agency Use Only
Originating License Number:	CML17-0000001		
Address of Originating Entity:	1702 Freedom Blvd Suite 25 Freedom, CA 95019		
Phone No. of Originating Entity:	831-728-9772		

Destination # 1:	Harvest Moon Manufacturer	Destination Phone No.:	530-987-6298
Destination License Number:	CDPH-0000003	Date and Approximate Time of Departure:	11/17/2017 5:23 PM
Address of Destination:	13500 Cement Hill Rd Nevada City, CA 95959	Actual Date/Time of Departure:	11/17/2017 5:34 PM
		Date and Approximate Time of Arrival:	11/17/2017 7:22 PM
		Actual Date/Time of Arrival:	11/17/2017 5:38 PM
		Date/Time Received:	11/17/2017 5:43 PM
Route to be Traveled: 1233		Notes: details for extenuating circumstances (e.g., road closure, flat tire, etc.)	
Transporter # 1:	Cannabis Connection Distributor	Non-layover	
Transporter License Number:	A11-0000002		
Address of Transporter:	4260 MILLPORT WAY Sacramento, CA 95823		
Contact Phone No. for Inquiries:		831-728-9772	
Name of Person Transporting:	Skip McGee	Employe ID of Driver:	1234
State Driver's License No.:	B1234567	Signature of Person Transporting:	
Make, Model, License Plate No.:	Honda Civic 7ABCD123		

Package Label	Harvest Name	Item Name	Weight/Quantity
1A4FF0100000002000000022		Afghan Haze Trim (Leaf)	Shp: 14.0000 g Rcv: 14.0000 g

PRODUCT REJECTION *(if only a portion of shipment is rejected, circle that portion above)*

Name of Person Receiving or Rejecting Product:	

I confirm that the contents of this shipment match weight records entered above, and I agree to take custody of those portions of this shipment *not* circled above. Those portions circled were returned to the individual delivering this shipment.

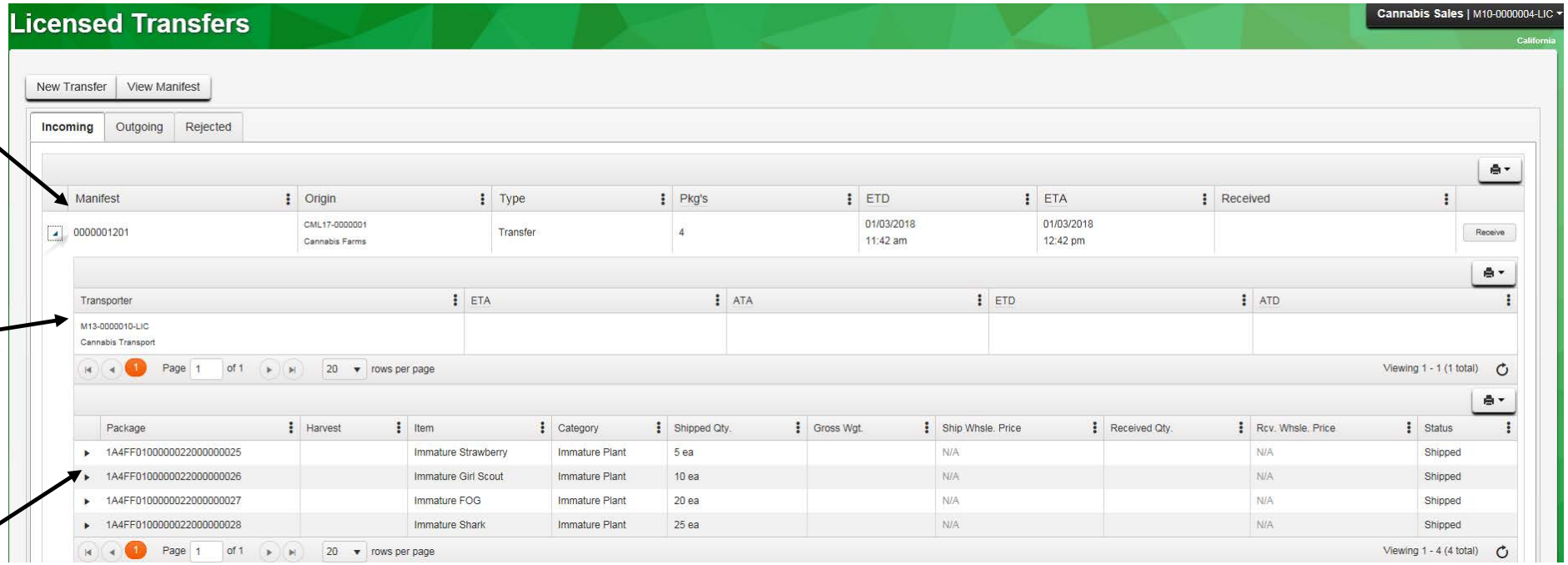
Signature:		Date:	
Signature of individual taking receipt of rejected portion of this shipment:			

Transfer Tracking

Transfer manifest created, and monitored by the system

Licensed Transporter and estimated and actual departure and arrival times

Manifest package details



Notes to Remember about Transfers

- A package must exist in order for it to be selected for transfer. Transfers are real-time inventory-dependent.
- If you receive a package that doesn't match the weight, volume or count on the manifest (but varies only slightly) you must adjust the package in your inventory to report the actual, adjusted weight, volume or count.
- If you have any question at all about the transfer; then you need to reject it.

Transfer Procedures – Annual vs. Temporary Licenses

Transfers Involving Temporary Licensees

- After completing required training, an approved Annual licensee will be credentialed into Metrc and report supply chain activities (Metrc Enabled).
- Temporary licensees will not be provided access to Metrc to report supply chain activities (non-Metrc Enabled).
- Transfers between temporary and Annual licensees require some manual paper process.
  - The paper process is also required for transfers between two temporary licensees.

Manual Manifest Transfer Process

If the **originating** licensee is a Metrc enabled Annual licensee and the destination entity is a temporary licensee:

- The originating licensee creates an external manifest in Metrc by manually entering the temporary licensee information on the external transfer manifest.
- The Distributor keeps the manifest during transport, and documents the departure and arrival information.
- The destination licensee receives the transfer and follows the paper process prescribed by the Licensing Authority.

Manual Manifest Transfer Process

If the **destination** licensee is a Metrc enabled annual licensee and the sending entity is a temporary licensee:

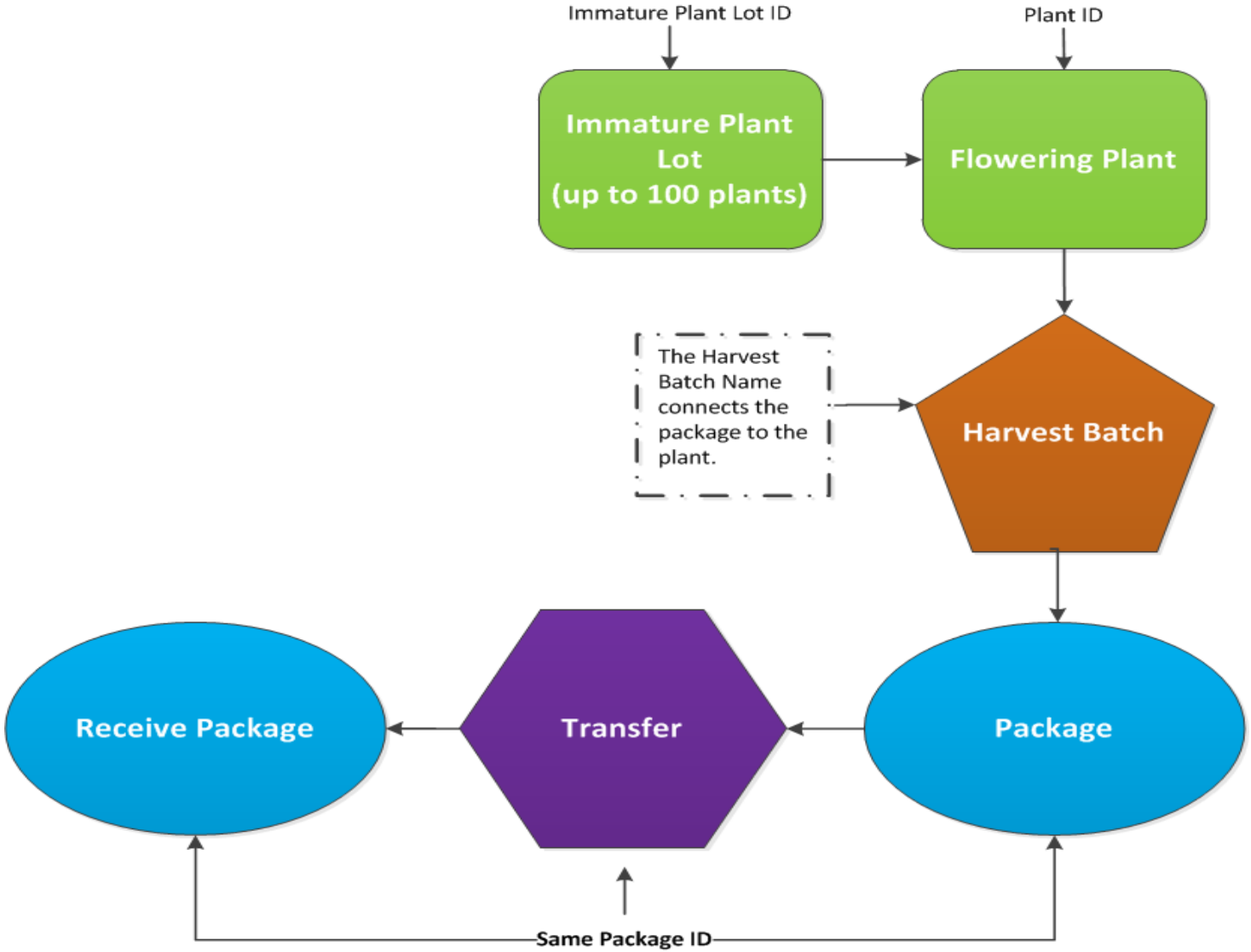
- The originating temporary licensee creates a paper transfer document (per the paper process prescribed by the Licensing Authority) that contains the required package details.
- The Distributor keeps the paper transfer document during transport, and documents the departure and arrival information.
- The destination licensee enters the paper transfer document details and assigns a package tag UID from Metrc using the external transfer function.

Distributors

Distributors

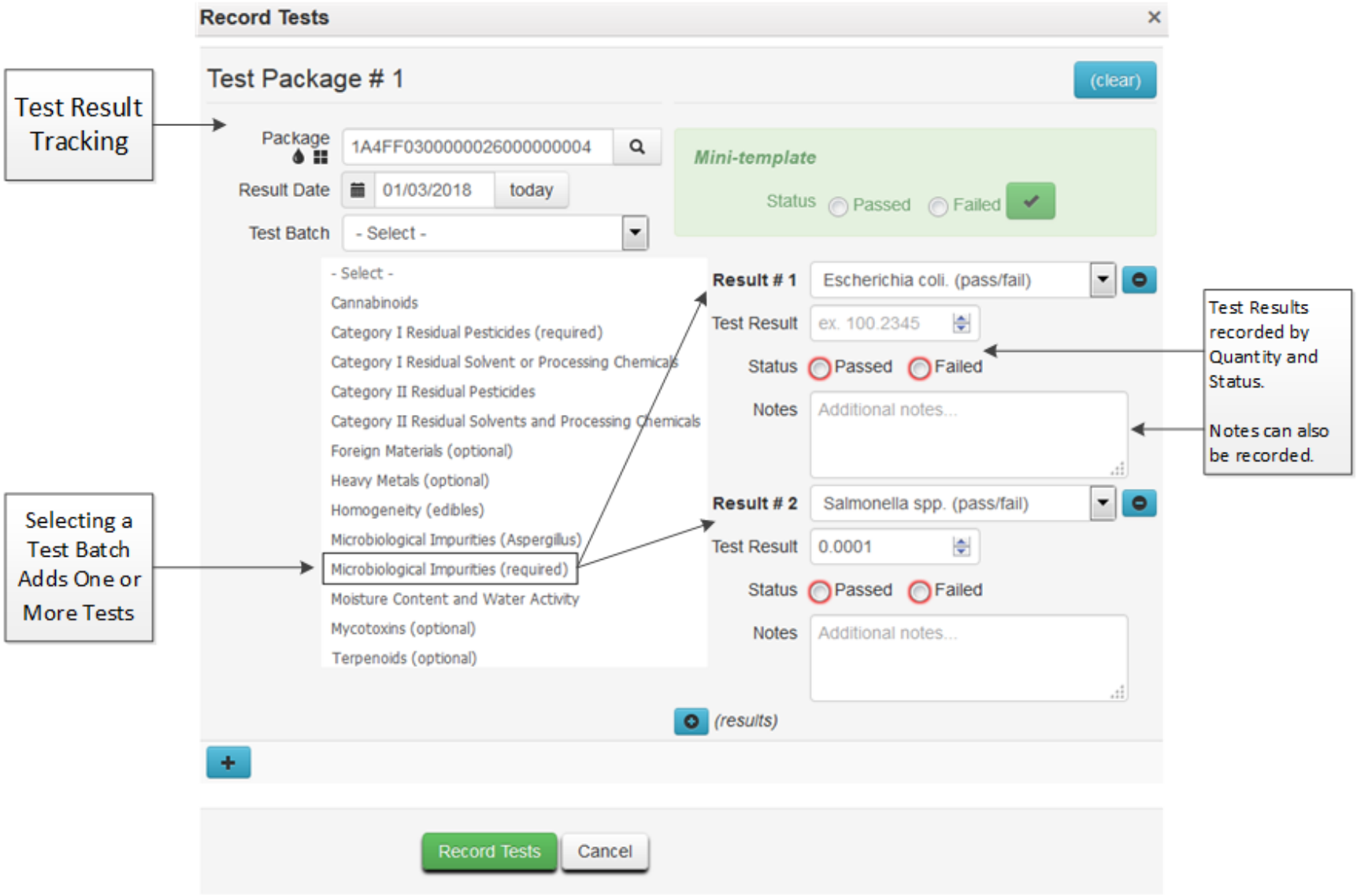
- Only Distributors can transport packages
- Testing Laboratories can transport packages of samples
- Important role in maintaining Chain of Custody during transport
- Responsible for submitting samples of final product for testing prior to transferring to Retailer
- Distributors are required record actual departure and arrival times at destinations and layover stops in Metrc

Chain of Custody



Laboratory Testing

Lab Test Results

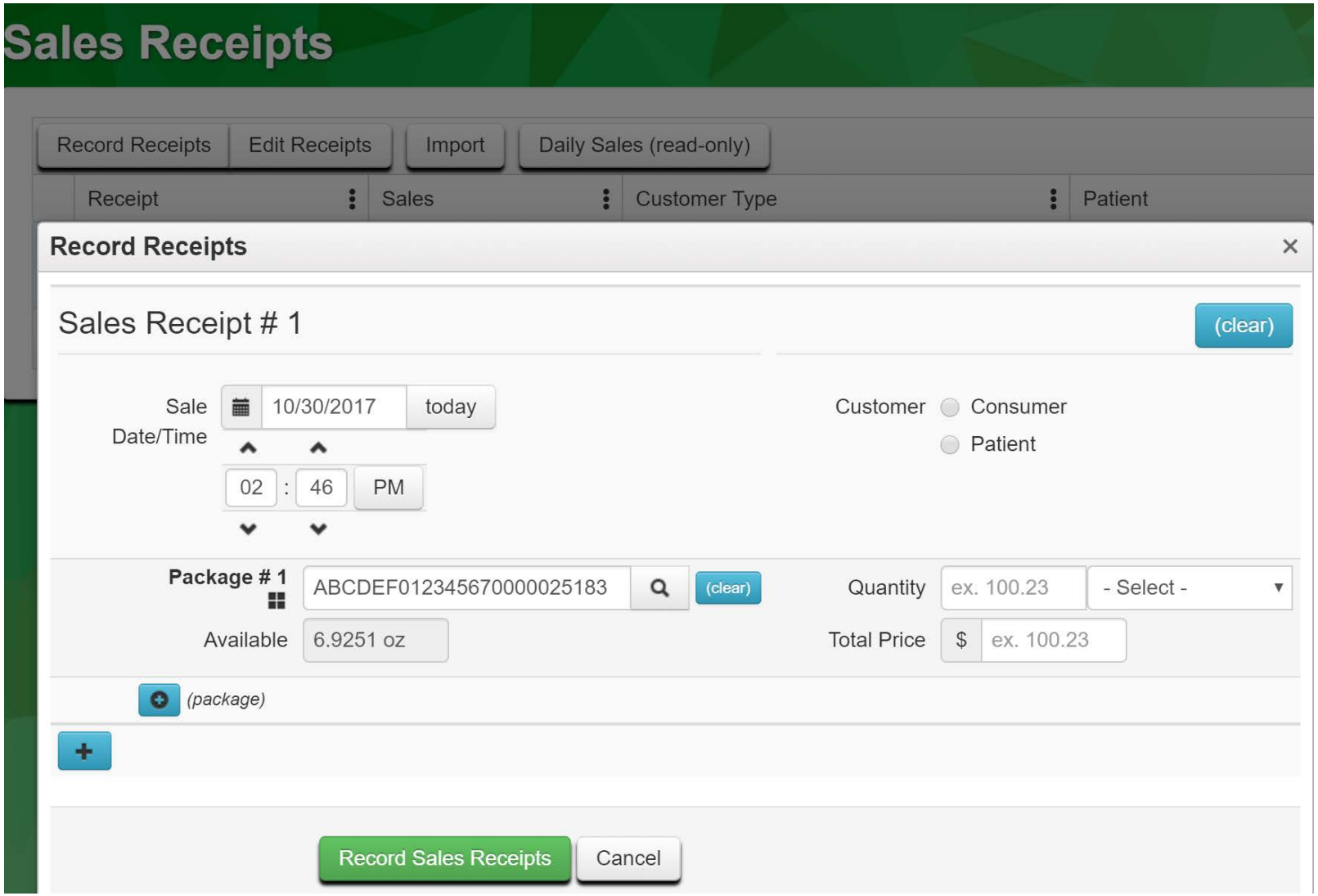


Retail Sales

Sales

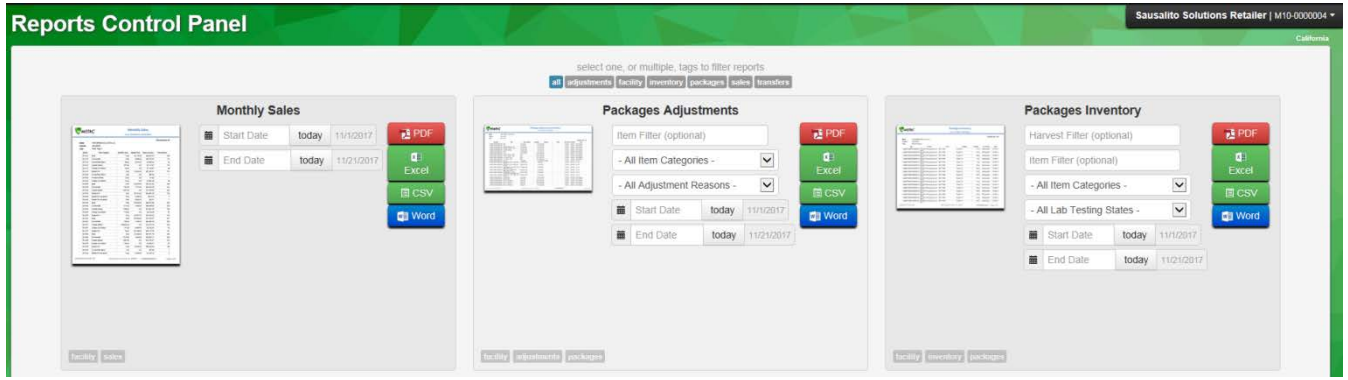
- Recording of Sales in Metrc is "reporting last event in chain of custody" and are entered **by transaction** per California requirements
  - Total quantity
  - Unit of Measure
  - Date and time
  - Total dollars of the sale
- Transactions must be entered within 24 hours
- There is sales data import functionality currently with POS companies
  - CSV File upload

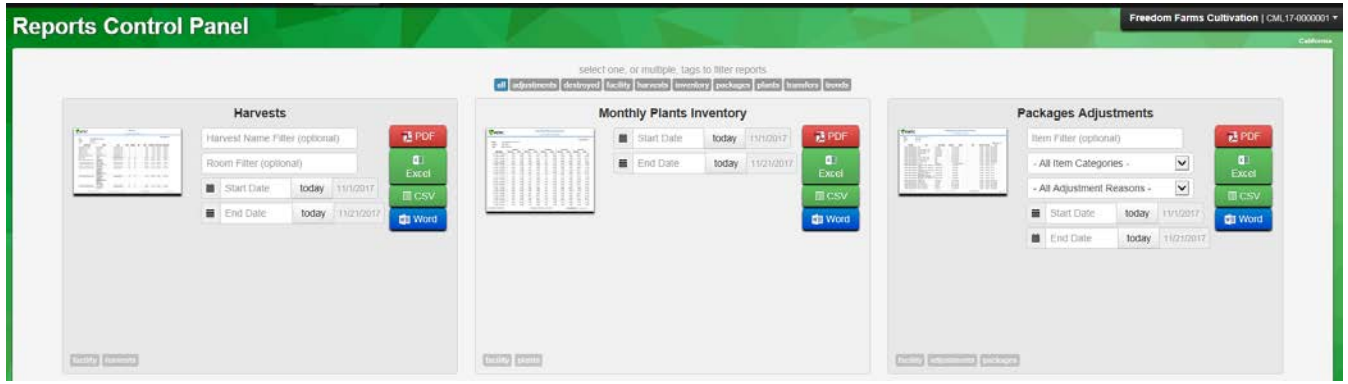
Sales Reporting



Reports

Reports





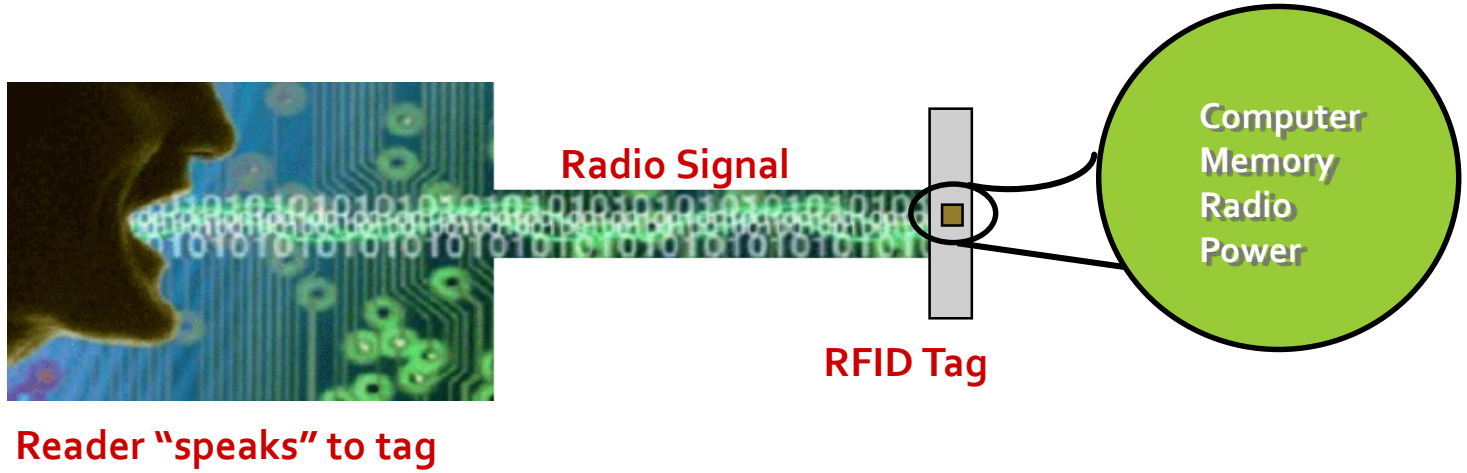
- Sales
- Cultivation
- Transfer
- Package
- Reports configured with trend analysis
- Exportable to MS Word, MS Excel, CSV and PDF formats

RFID, What & Why

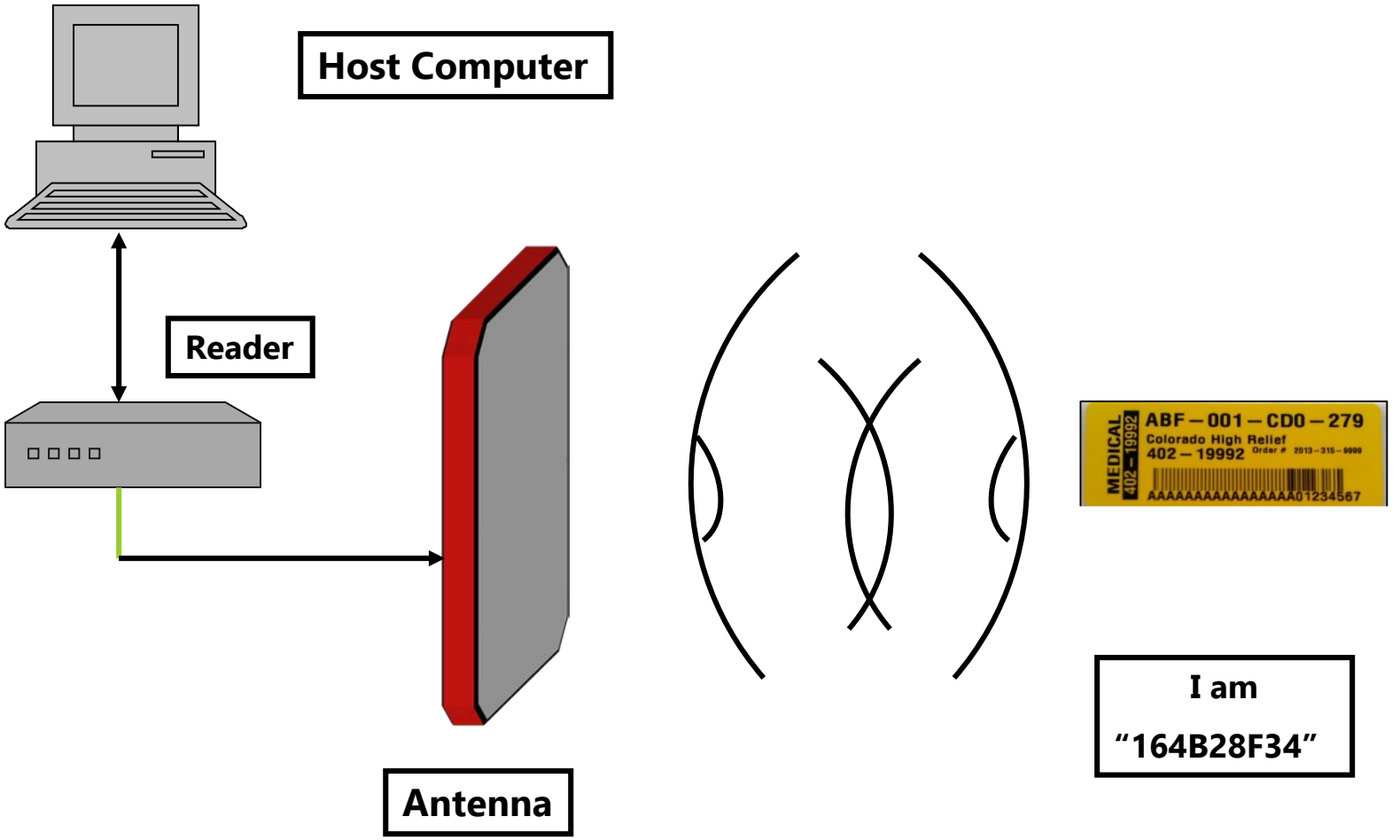
Speed / Accuracy / Precision

What is RFID?

- Radio Frequency Identification
  - A technology that identifies objects using low-power radio frequency technology.
- RFID Solutions consist of three components:
  - Hardware (Reader and Antenna)
  - RFID Tag
  - Software

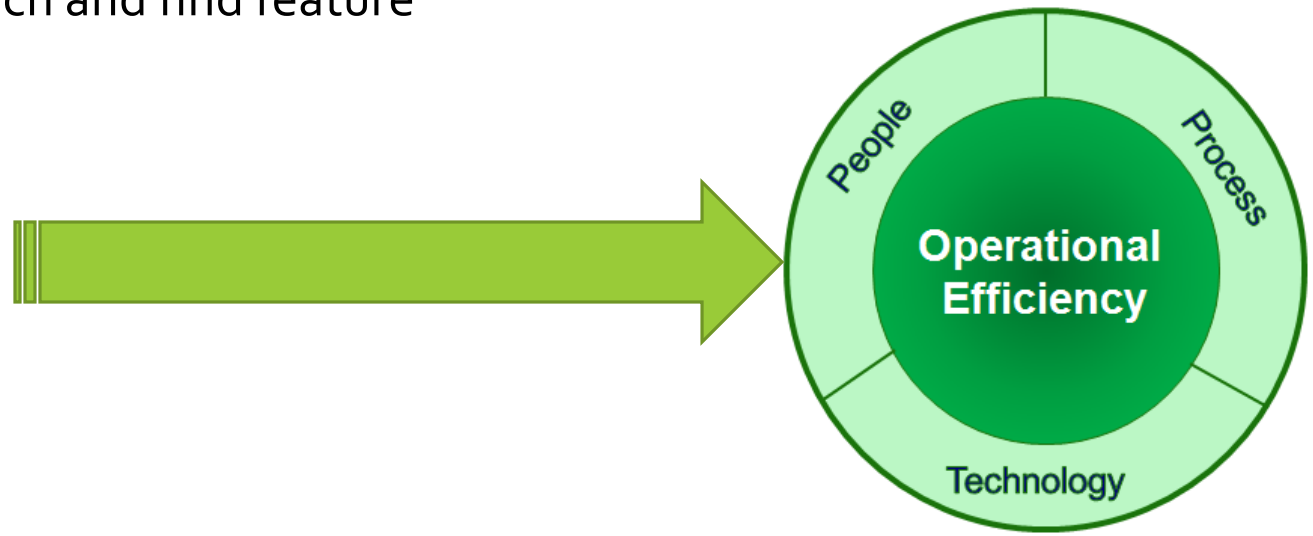


How Passive RFID Works



Why RFID?

- Read Range – 10+ Feet
- No line of sight
- Speed 8 to 10 times faster than bar-code
  - Improved Accuracy
  - Faster compliance
  - Search and find feature



Integration

Application Programming Interface

- The API supports data transfer FROM third party vendor (TPV) applications to METRC
- Not all aspects of Metrc are available in the API
- The API supports data transfer TO TPV from METRC
- CA POS / API Integration training will begin on January 24th.

Support

Support Resources

California Licensing Authorities

- California Department of Food and Agriculture (CDFA): calcannabis.cdfa.ca.gov
  - Cultivator licenses
- Bureau of Cannabis Control (BCC): www.bcc.ca.gov
  - Distributor, Retailer, Testing Laboratory and Microbusiness licenses
- California Department of Public Health (CDPH): www.cdph.ca.gov/mcsb
  - Manufacturing licenses

Support Tab

- Metrc Manual/User Guide
- State Supplemental Guide
- Training
- **Interactive Support**
- E-mail
  - Support@metrc.com
  - Metrc support line - 877-566-6506

Contact Information

Support Desk
877-566-6506
Support@metrc.com

www.metrc.com/california