



<b>Bulletin Number:</b> CO_IB_7.26.2023_Ability for Transporters to edit planned route	<b>Distribution Date:</b> July 26, 2023	<b>Effective Date:</b> August 28, 2023
<b>Contact Point:</b> Metrc Support	<b>Subject:</b> New feature update	
<b>Reason:</b> New functionality for Transporters		

Greetings Metrc® users,

Metrc is pleased to provide information on the latest system enhancements that will be available on August 28, 2023, including:

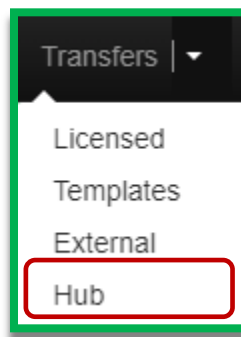
- Ability for Transporters to Edit Planned Routes

Please read on for more information regarding this new functionality.

## Ability for Transporters to Edit Planned Route

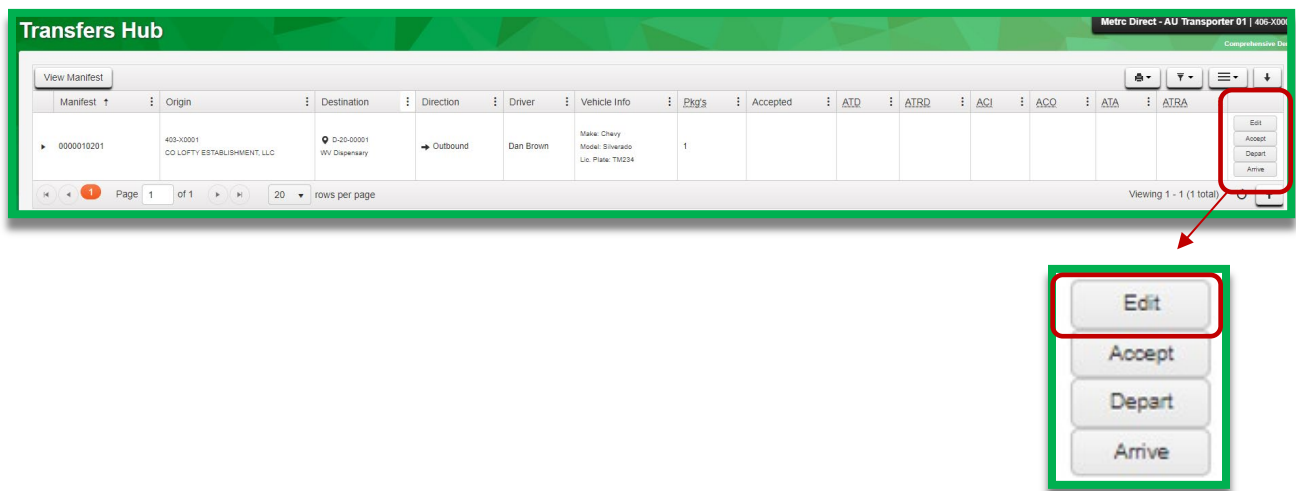
Previously, when a licensed Transporter was delivering products from one licensee to another, they were unable to edit the planned route on the Transfer Manifest after its creation. Metrc has now implemented the functionality to allow Transporters the ability to edit a Planned Route for the delivery they are associated with. This will provide a more accurate record of activities when a Transporter must make an adjustment to their route and a real-time status with full transparency for regulators or authorities.

To edit a planned route, locate the Transfers area on the navigational toolbar at the top of the screen. Click on the Transfers area to reveal the dropdown, then select the Hub option shown in **Figure 1**.



**Figure 1: Hub under the Transfers tab**

This will take the user to the Transfers Hub grid to see a display of all manifests associated with the user's license. Select the Edit button on the far-right side of the manifest that needs to be edited as shown in **Figure 2**.



**Figure 2: Transfer Hub with grid displaying Manifests**

This will open an Edit Transporter Info action window to enable the ability to edit the planned route originally submitted on the Transfer Manifest. After making all necessary edits, select the green Update Transporter Info button at the bottom of the action window to save your changes as shown in **Figure 3**.

**Edit Transporter Info**

<b>Manifest</b>	0000003304	<b>Transfer Type</b>	Transfer
<b>Originating Lic. No.</b>	4a-X0001	<b>Destination Lic. No.</b>	3a-X0001
<b>Originating Name</b>	Metrc Direct - AU Grower 01	<b>Destination Name</b>	Metrc Direct - AU Store 01
<b>Main Phone No.</b>		<b>Main Phone No.</b>	
<b>Mobile Phone No.</b>		<b>Mobile Phone No.</b>	

**Delivery Direction**  
**OUTBOUND // TO DESTINATION**

<b>Est. Departure</b>	06/01/2023 today 04 : 06 PM	<b>Est. Arrival</b>	06/01/2023 today 04 : 06 PM
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<b>Driver 1</b>	Type part of the Driver Name... (clear)	<b>Vehicle 1</b>	Type part of the vehicle make, m... (clear)
<b>Driver's Name</b>	Driver Name	<b>Vehicle Make</b>	Make
<b>Employee ID</b>	Employee ID	<b>Vehicle Model</b>	Model
<b>Driver's Lic. No.</b>	Driver License Number	<b>License Plate</b>	Plate
		<b>Planned Route</b>	As a transporter, I can now edit the planned route and it will be applied directly to the Transfer Manifest I am assigned to.

1 (details)

**Update Transporter Info** Cancel

**Figure 3: Edit Transporter Info Action Window**

Please feel free to contact support at [support@metrc.com](mailto:support@metrc.com) or 877-566-6506 with any questions.