

Bulletin Number: CA_IB_2020_006	Distribution Date: 02/27/2020	Effective Date: 2/29/2020
Contact Point: Metric® Support	Subject: Updates to Recording Regulatory Compliance Test Results in CCTT	
Reason: To inform Licensees of Upcoming Changes to Recording Regulatory Compliance Test Results in CCTT		
Primary Audience: Testing Laboratories, Distributors, and Microbusinesses authorized to engage in distribution activities		

This bulletin addresses changes related to entering regulatory compliance testing results in CCTT. The changes described in this bulletin will be effective on **February 29, 2020**.

Please note, that once these changes become effective in CCTT, testing laboratories will not be able to enter any additional test results for test samples that already have recorded results. Please complete in-progress test results prior to the effective date of these changes. **If a testing laboratory has not completed the in-progress test results data entry prior to the effective date, they will be able to do so utilizing the changes described below.**

- Testing laboratories may no longer upload more than one Certificate of Analysis (COA) per test sample.
- Testing laboratories will be required to upload a COA and associate it to all previously recorded test results using a new button in the Metric web application or through the API using third party software with appropriate upgrades. The COA Upload lab test batch and COA Upload lab test type will no longer be functional.
- Testing laboratories will only be able to record one numerical result for the same laboratory test type for the same test sample. For example, multiple numerical results may not be entered for one analyte.
- Testing laboratories cannot pass a test sample when the results exceed the action levels specified in the Bureau’s regulations.
- After entering the numerical testing results and uploading the COA, testing laboratories will be required to release the regulatory testing results and the overall test status of “TestPassed” or “TestFailed” to the source package and subsequent package via the new *Release Tests* button.
- Once the results are released, testing laboratories will be prevented from recording any additional test results for the test sample package in CCTT. Specifically, numerical results may not be entered and a COA may not be uploaded.
- Testing laboratories will have a new *Lab Samples* tab on the *Packages* page to view and release test results.
- Some of the “additional” lab test batches and lab test types will be renamed to “additional inhalable” and “additional non-inhalable”.

DETAILED DESCRIPTIONS OF HOW TO ENTER TEST RESULTS INTO CCTT

Releasing Laboratory Test Results

A new *Release Tests* button displays on a testing laboratory’s *Packages* page as shown in **Figure 1**. Selecting the button releases the numerical laboratory test results, COA, and overall laboratory testing state to the source package and any subsequent packages.

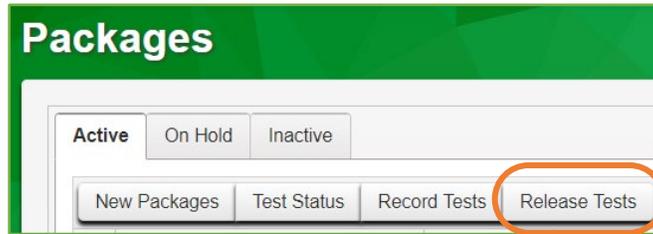


Figure 1: New Release Tests button available to Testing Laboratories

Numerical test results must be recorded and a COA uploaded on the test sample package in CCTT to release the test results. Testing Laboratories will be prevented from releasing test results if numerical test results are not recorded or the COA has not been uploaded.

Prior to release of test results, the source package will have a *Lab Testing* state of “SubmittedForTesting” and the *Lab Results* tab in the *Packages* drill-down will be blank, as shown in **Figure 2**.

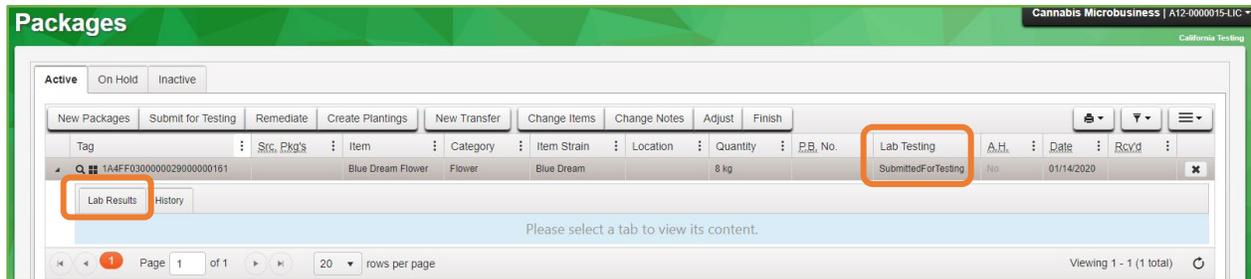


Figure 2: Source Package before Test Results Released

Once the testing laboratory releases the results, the *Lab Testing* state displays on the source package as “TestPassed” or “TestFailed”, the *Lab Results* grid is populated, and the COA is available for viewing, printing or downloading by clicking the *Doc* button. A new *Released* column shows the date and time the testing laboratory released the results as shown below in **Figure 3**.

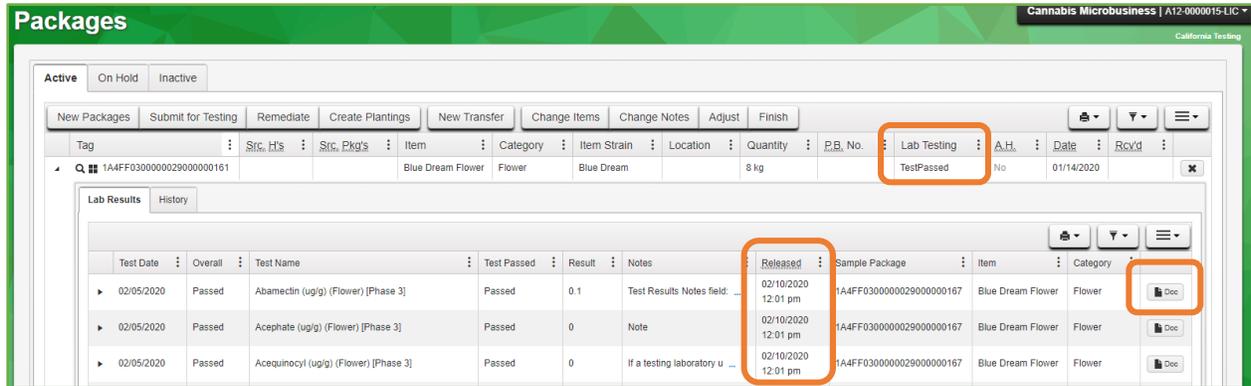


Figure 3: Source Package after Test Results Released

Once test results are released, the testing laboratory will not be able to record additional numerical test results or upload a COA.

Please note, any laboratory test results recorded prior to implementation of these new changes, the *Released* column will be blank.

Uploading a COA

Testing laboratories will still be able to manually upload a COA at the same time that they record test results on the *Record Tests* page as shown in **Figure 4** below.

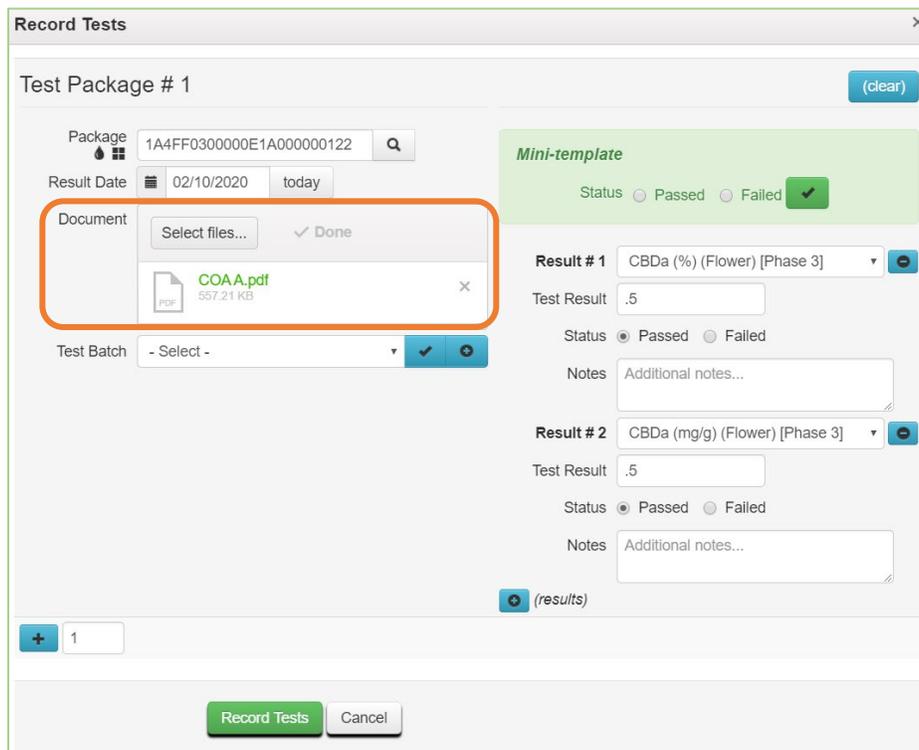


Figure 4: Uploading a COA with Test Results

This change provides the added flexibility to upload a COA after the numerical test results have been recorded using the new *Upload* button show in **Figure 5** below.

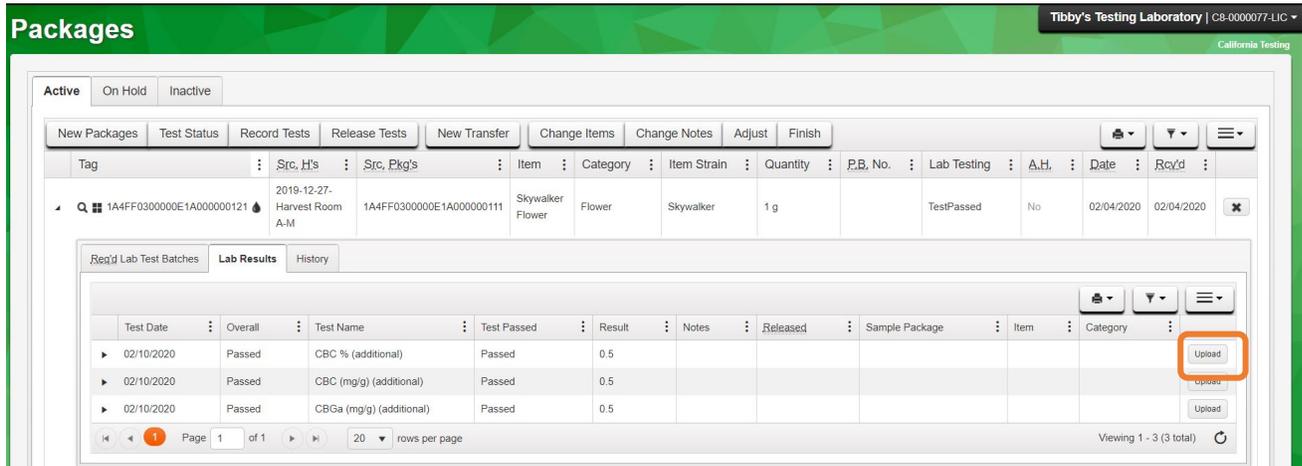


Figure 5: Upload COA Button

The *Upload* button replaces the *COA Upload* laboratory test type previously used to upload the COA separately from recording test results.

In addition, a COA can be uploaded with test results or separately through the API using third party software with this ability.

Lab Samples Tab

Testing laboratories have a new *Lab Samples* tab on the *Packages* page as shown in **Figure 6**. The *Lab Samples* tab provides quick access to regulatory compliance test results. Users can drill-down on any line to view the *Lab Results* and *History* tabs. Users can utilize the *Released* column to determine if or when the lab test results and overall lab testing state were released to the source package and any subsequent packages.

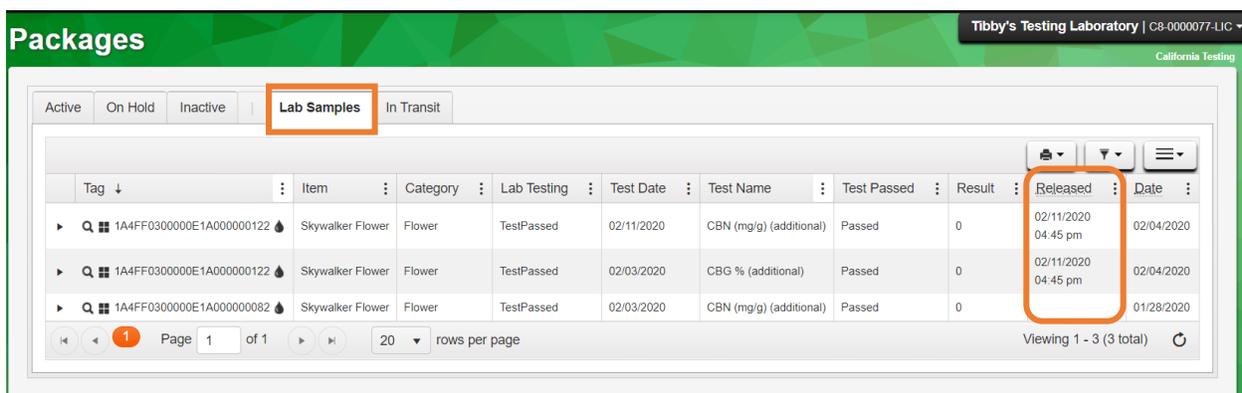


Figure 6: Lab Samples Tab

Updated “Additional” Test Batches and Test Types

The Category II Pesticides and Heavy Metals “additional” lab test batches and lab test types will be replaced with “additional inhalable” and “additional non-inhalable”. These new “Additional Test Batches and Test Types” will be available to be used on March 9, 2020. **Figure 7** below illustrates the new naming convention for these test types but does not represent the entire list of lab test types. **Figure 8** lists the new lab test batches. Water Activity (additional) will no longer be a valid lab test batch and lab test type.

Category II Pesticides	Heavy Metals
Abamectin (ug/g) (additional inhalable)	Arsenic (As; ug/g) (additional inhalable)
Abamectin (ug/g) (additional non-inhalable)	Arsenic (As; ug/g) (additional non-inhalable)
Acephate (ug/g) (additional inhalable)	Cadmium (Cd; ug/g) (additional inhalable)
Acephate (ug/g) (additional non-inhalable)	Cadmium (Cd; ug/g) (additional non-inhalable)
Acequinocyl (ug/g) (additional inhalable)	Lead (Pb; ug/g) (additional inhalable)
Acequinocyl (ug/g) (additional non-inhalable)	Lead (Pb; ug/g) (additional non-inhalable)
Acetamiprid (ug/g) (additional inhalable)	Mercury (Hg; ug/g) (additional inhalable)
Acetamiprid (ug/g) (additional non-inhalable)	Mercury (Hg; ug/g) (additional non-inhalable)

Figure 7: Naming Convention for New Lab Test Types

Category II Pesticides (additional inhalable)	Heavy Metals (additional inhalable)
Category II Pesticides (additional non-inhalable)	Heavy Metals (additional non-inhalable)

Figure 8: New Lab Test Batches

Please feel free to contact support at support@metrc.com or 877-566-6506 with any questions.