Cannabis Central Reporting System

Cannabis Central Reporting System:

PREproduction Access Guide

Washington State
Liquor and Cannabis Board

General Info

The LCB maintains two distinct publicly-facing CCRS environments. The CCRS PRODuction environment is the actual system, used for cannabis business activity reporting throughout the state. The other is the CCRS PREproduction environment. This environment is intended for use as a training grounds for licensees and labs who perform their own reporting uploads, as well as serving as a lightweight testing system for integrators to confirm their respective systems function properly with CCRS.

All users who have access to CCRS PRODuction (cannabis licensees, approved integrators, and authorized labs) automatically have access to the PREproduction system.

Accessing the CCRS PREproduction environment is very similar to accessing the standard CCRS PRODuction environment. There are two key differences when accessing PREproduction vs PRODuction:
1. The first difference is that you will access the CCRS PREproduction URL: https://precannabisreporting.lcb.wa.gov.
2. The second is that your authentication is done using the Washington State TEST Secure Access Washington (TEST SAW) system.

User Administration

Adding Users

Similar to CCRS PRODuction, the only user who will be able to initially access CCRS PREproduction to make changes for your business is the system administrator. There can only be one system administrator per licensee, and it will be the same for both environments. The system administrator account is set up based on the email address provided to LCB during the licensing process. Each assigned system administrator is responsible for setting up additional users in CCRS PREproduction. The steps to add users in PREproduction are the same as in PRODuction; please see the system administration guides posted on the LCB CCRS Resources page for more info.

Adding Integrators

PREproduction should have all of the approved integrators that are available in PRODuction. The difference is that in PREproduction, you will see additional integrators that are not in PRODuction. This is due to LCB testing and system monitoring activities. It is best to disregard these additional integrators unless otherwise instructed, and simply assign your chosen integrator as normal.

The integrator assignment is not automatically applied in PREproduction when assigned in PRODuction: the system admin will have to assign in both places.

The steps to add integrators in PREproduction are the same as in PRODuction; please see the system administration guides posted on the LCB CCRS Resources page for more info.

Logging in

Navigate to https://precannabisreporting.lcb.wa.gov. This will automatically redirect you to TEST Secure Access Washington (SAW), where you will:

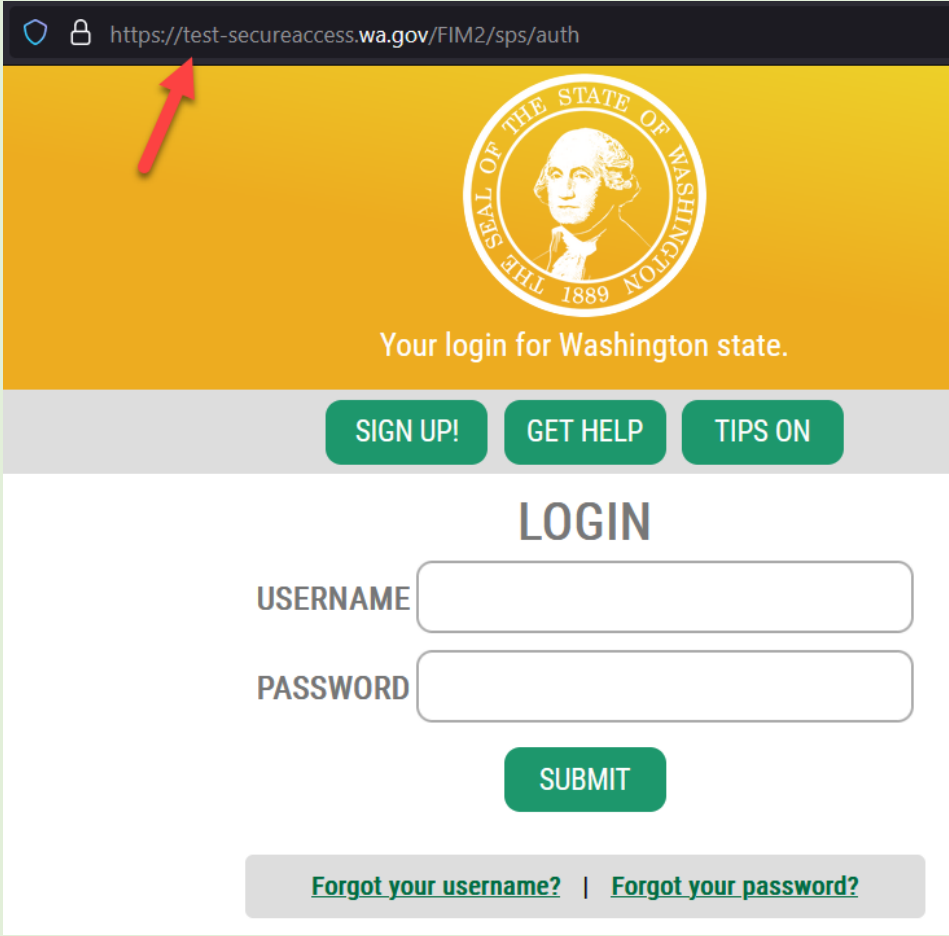- Sign into your active TEST SAW account

Or

- Create a new TEST SAW account by selecting the 'SIGN UP!' button.

Or

- If you have previously had a TEST SAW account but don't remember your username or password, you will be able to reset them.

NOTE: TEST SAW looks nearly identical to production (regular) SAW. Pay close attention to the URL of the pages you are working on.

Logging into the CCRS PREproduction Portal for the first time:

When logging in for the first time (after signing into SAW for authentication), users are prompted to confirm their CCRS email at the first landing page (see below).

For system admins, this email is the one associated with the license location(s).

For additional users, enter the email that matches what was used when the CCRS user account was created by the system admin.

WSLCB Cannabis Reporting

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Register
Associate your Secure Access Washington account.

You've successfully authenticated with Secure Access Washington.

If you are the primary CCRS Administrator logging into your licenses' CCRS account for the first time, please provide the email of record for your license when prompted (this is typically what you used in your initial application with BLS).

If you are a secondary authorized user, in order to properly associate your account upon first login, please provide the email to which your primary administrator granted reporting privileges.

This email does not need to match the SAW email for access. This step will not be required for future logins.

Email

[   ]

Register