



University of California, Merced  
5200 N. Lake Road  
Merced, CA 95343

August 28, 2018

VICE CHANCELLOR RESEARCH

RE: Delegation of Authority – Controlled Substances Program (BFB-BUS-50)

In accordance with University of California Policy BFB-BUS-50, Controlled Substances, Chancellors are responsible for providing resources to effectively administer a Controlled Substances program and for delegating authority, in writing, to a Responsible Official to establish and oversee the program. The Responsible Official should be a direct report to the Chancellor who is authorized to legally commit on behalf of UC Merced to meet federal and state requirements.

Effective immediately as Chancellor and pursuant to the authority delegated to me, I designate you as the Responsible Official with authority to oversee the Controlled Substances Program in accordance with policy and associated regulations, including:

- Establish and oversee the Controlled Substances Program in accordance with DEA regulations and best practices.
- Sign all DEA registrations on behalf of the UC Regents.
- As necessary and appropriate, grant a Power of Attorney to managers to enable them to obtain and execute order forms for controlled substances (examples available in policy).
- Subject to all other University policies and procedures.
- The authority as Campus Responsible Official **may not be re-delegated** by you however, you may designate, in writing one or more individuals to implement and manage the program, including:
  - Program Administrator – An official designee from Environmental Health & Safety (EH&S) charged with implementing and managing the Controlled Substances Program on a day-to-day basis.
  - Materiel Manager – An official designee responsible for procuring controlled substances and listed and precursor chemicals for Authorized University Activities in compliance with DEA registrations, the location's Controlled Substances Program, and University policies.
- Source of authority: **BFB BUS 50**

This delegation supersedes UC Merced DA 104 dated August 16, 2012.

Sincerely,

Dorothy Leland  
Chancellor