



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

May 13, 2021

CONTROLLED SUBSTANCE PROGRAM ADMINISTRATOR, MALACHY DONOHUE

RE: Delegation of Authority – Authority as Program Administrator to Implement and Manage the UC Merced Controlled Substance Program (Policy 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 in accordance with policy and associated regulations. The Responsible Official must report directly to the Chancellor. In UC Merced Delegation of Authority 158 (UCM DA 158) dated August 28, 2018, Chancellor designated Vice Chancellor for Research as Responsible Official for BFB-BUS-50. The authority **may not be re-delegated**, however, the Responsible Official may designate, in writing one or more individuals to implement and manage the program to meet federal, state and policy requirements.

Effective immediately as Vice Chancellor for Research and pursuant to the authority delegated to me from the Chancellor, I designate you as the Controlled Substance Program Administrator with the following authority:

- Operational responsibility for UC Merced's Controlled Substance Program. As the official designee from Environmental Health & Safety (EH&S), you are charged with implementing and managing the Controlled Substances Program in accordance with policy and regulation on a day-to-day basis.
- A separate Power of Attorney will be provided to you as a designee to obtain and maintain the appropriate types of DEA Controlled Substance Registrations in order to cover the Authorized University Activities, to sign official DEA registrations and forms, and to obtain and execute order forms for purchasing controlled substances. It is **not your responsibility** to purchase controlled substances. This is the responsibility of the Materiel Manager Designee in Procurement.
- Source of authority: Policy BFB-BUS-50 and UC Merced DA 158.
- This delegation supersedes the authority provided on UC Merced DA 186

This delegation is subject to all other University and Merced campus policies and procedures. Exercise of this authority shall be subject to the conditions set forth in the University of California, Policy BFB-BUS-50 Controlled Substances.

This authority **may not be further re-delegated** by you.

Sincerely,

Marjorie Zatz  
Vice Chancellor for Research

cc: Controlled Substances Program Administrator, Malachy Donohue  
Chief of Police, Chou Her  
Chief Procurement Officer, Joshua Dubroff  
Director of Operations, ORED, John Jackson  
Director of Environmental Health and Safety, Mal Donohue  
Director of Ethics and Compliance, Viola Kinsman

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## UCM DA 214

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