



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

March 12, 2024

Chemical Hygiene Officer, Environmental Health & Safety
Chief Procurement Officer, Procurement

RE: Delegation of Authority – Controlled Substances Program Administration

As the Responsible Official designated August 28, 2018 via [UC Merced Delegation of Authority 158 MDA 158](#), I hereby delegate to the Chemical Hygiene Officer in Environmental Health & Safety authority and responsibility for the day-to-day implementation and management of the UC Merced Controlled Substances Program (CSP) for controlled substances used in research, in accordance with University of California Policy [BFB-BUS-50: Controlled Substances](#), the Controlled Substances Act, and regulations promulgated thereunder and any other applicable federal or State law.

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 Chief Procurement Officer or designee in Procurement.

In addition, I hereby designate the Chief Procurement Officer or designee the Materiel Manager for the Merced campus Controlled Substances Program with the following authority:

- Procurement of Controlled Substances, Listed and Precursor chemicals for authorized University activities in compliance with DEA registrations, the Controlled Substance Program, and University policies.
- A separate Power of Attorney will be provided to you as a designee to purchase controlled substances, including signing official DEA forms when necessary. Any further designees from Procurement will also need to be issued a separate Power of Attorney. It is not your responsibility to obtain and maintain appropriate types of DEA Controlled Substance Registrations, sign official DEA registrations and forms, or execute order forms for purchasing controlled substances as these are the responsibility of the Controlled Substance Program Administrator in EH&S.

This delegation supersedes the authority provided on UC Merced DA 185, DA 214, DA 218, and DA 219 and may not be further delegated. This delegation is subject to all University and Merced campus policies and procedures. The sources of authority for this delegation are BFB-BUS-50 UC Controlled Substances Policy and UC Merced DA 158.

Gillian Wilson,
Vice Chancellor for Research & Economic Development

cc: Chief Ethics and Compliance Officer, Viola Kinsman