May 2, 2010

Environmental Health and Safety Director
Materiel Manager

Re-Delegations of Authority – Controlled Substances Program

The recently revised UC Business and Finance Bulletin BUS 50 defines the roles and responsibilities for establishing and maintaining a Controlled Substances Program for authorized research and teaching activities:

- Each Chancellor is responsible for: (1) providing the resources to effectively administer a campus Controlled Substances program; and (2) designating a campus Responsible Official.
- The Responsible Official is: (1) responsible for establishing and overseeing a campus program that meets federal and state requirements (as defined in BUS 50); and (2) authorized to legally commit on behalf of the campus that it will meet the federal and state requirements. The Vice Chancellor Finance and Business Operations has been designated as UCR’s Responsible Official (CHA0063; dated 5/1/2010).
- The Program Administrator is charged with implementing and managing the Controlled Substances Program on a day-to-day basis.
- The Materiel Manager is responsible for: (1) obtaining and maintaining the appropriate types of DEA Controlled Substances Registrations; and (2) procuring controlled substances and listec and precursor chemicals for authorized research and teaching activities in compliance with DEA registrations, the campus Controlled Substances Program, UC policies, and federal and state requirements.

With this letter, I hereby designate the Director of Environmental Health and Safety as the Program Administrator and affirm the Materiel Manager’s related program authorities and responsibilities.

This delegation of authority is effective immediately, supercedes DA0378-R to the Materiel Manager (10/27/72), and may not be further redelegated.

Sincerely,

Gretchen S. Bolar
Vice Chancellor Finance and Business Operations

cc: UCR Delegations of Authority Coordinator
May 1, 2010

Gretchen Bolar
Vice Chancellor Finance & Business Operations

**Delegation of Authority – Controlled Substances Program**

The recently revised UC Business and Finance Bulletin BUS 50 defines the roles and responsibilities for establishing and maintaining a Controlled Substances Program. Each Chancellor is responsible for providing the resources to effectively administer a campus Controlled Substances program and for designating a campus Responsible Official. The Responsible Official is: (1) responsible for establishing and overseeing a campus program that meets federal and state requirements (as defined in BUS 50); and (2) authorized to legally commit on behalf of the campus that it will meet the federal and state requirements.

With this letter, I hereby designate the Vice Chancellor Finance & Business Operations as the Responsible Official for our campus Controlled Substances Program.

This delegation of authority is effective immediately, supersedes any prior delegations on the subject, and may not be redelegated further.

Timothy P. White  
Chancellor

cc: UCR Delegations of Authority Coordinator  
    Environmental Health and Safety Director  
    Materiel Manager