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SANTA BARBARA • SANTA CRUZ

OFFICE OF RISK SERVICES

OFFICE OF THE PRESIDENT
1111 Franklin Avenue, 6th Floor
Oakland, California 94607-5200

January 10, 2024

CHANCELLORS
ACADEMIC COUNCIL CHAIR STEINTRAGER
LABORATORY DIRECTOR WITHERELL
ANR VICE PRESIDENT HUMISTON

Re: Systemwide Review of Proposed Presidential Policy BFB-BUS-50: Controlled Substances Use In Research and Teaching

Dear Colleagues:

Enclosed for systemwide review are proposed revisions to Presidential Policy BFB-BUS-50: Controlled Substances Use In Research and Teaching.

Substantive revisions to this Policy are proposed to incorporate changes to (1) specifically describe the scope of duties of the Campus Controlled Substances Program and the Controlled Substances Program Officers (CSPOs); (2) define the Campus Designation form of DEA Registration; (3) specifically address requirements applicable to DEA Registrations other than Campus Designation DEA Registrations, such as individual schedule I DEA Registrations; (4) provide more specific procedures regarding Powers of Attorney; (5) provide additional guidance as to import, export, interstate and intrastate use, transfer and transport of Controlled Substances, as well as Controlled Substances Analogues and DEA-exempt chemical preparations; and (6) establish responsible units and individuals for patient care and clinical Controlled Substances Programs.

The proposed revisions were drafted by a subcommittee of the UC Controlled Substances Program Officers Workgroup, which is composed of CSPOs from each UC campus, as well as representatives from UC Legal, UCOP Research Policy Analysis and Coordination (RPAC), and UCOP Risk Services (OPRS). During the management consultation process, drafts of the proposed changes were shared with the full CSPO Workgroup, including UC Legal, RPAC, and OPRS, as well as with the UC Environment, Health & Safety Leadership Council. The major area of discussion was regarding whether to include use of controlled substances in patient care settings. Ultimately, it was determined the scope of this policy should not apply to those environments other than to establish the unit and positions responsible for such activities because such uses are more heavily regulated, including more specifically prescribed program structures, than the uses for research and teaching.

Systemwide Review

Systemwide review is a public review distributed to the Chancellors, the Chair of the Academic Council, the Director of the Lawrence Berkeley National Laboratory, and the Vice President of Agriculture and Natural Resources requesting that they inform the general University community, especially affected employees, about policy proposals. Systemwide review also includes a mandatory, 90-day full Senate review.

Employees should be afforded the opportunity to review and comment on the draft policy. Attached is a Model Communication which may be used to inform non-exclusively represented employees about these proposals. The

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Labor Relations Office at the Office of the President is responsible for informing the bargaining units representing union membership about policy proposals.

We would appreciate receiving your comments no later than **April 9, 2024**. Please submit your comments to Ken Smith at ehs@ucop.edu. If you have any questions, please contact Ken Smith at ehs@ucop.edu or (510)882-3499.

Sincerely,

DocuSigned by:

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Kevin Confetti, Risk Services
Associate Vice President & Chief Risk Officer

Enclosures:

- 1) Draft Presidential Policy BFB-BUS-50: Controlled Substances Use In Research and Teaching (clean copy)
- 2) Draft Presidential Policy BFB-BUS-50: Controlled Substances Use In Research and Teaching (tracked-changes copy)
- 3) Model Communication

cc: President Drake
Provost and Executive Vice President Newman
Executive Vice Chancellors/Provosts
Executive Vice President and Chief Operating Officer Nava
Executive Vice President Rubin
Senior Vice President Bustamante
Vice President and Vice Provost Gullatt
Vice Provost Haynes
Vice President Lloyd
Vice President Maldonado
Vice Provosts/Vice Chancellors of Academic Affairs/Personnel
Associate Vice Provost Lee
Associate Vice President Matella
Deputy General Counsel Woodall
Assistant Vice Provosts/Vice Chancellors for Academic Personnel
Deputy Chief HR Officer and Chief of Staff Henderson
Executive Director Lin
Executive Director Smith
Chief of Staff Beechem
Chief of Staff Kao
Chief of Staff Levintov
Chief Policy Advisor McAuliffe
Director Anders
Director Chin
Director Weston-Dawkes
Associate Director Dicaprio
Associate Director Garcia
Associate Director Teaford

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Associate Director Woolston
Assistant Director LaBriola
Manager Crosson
Analyst Durrin
Administrative Officer Babbitt
Policy Advisory Committee
Controlled Substances Program Officers