

## Deactivation of Controlled Substances Use Authorization

Environment, Health & Safety, UCSD

*Use this form to cancel a Principal Investigator's Controlled Substance Use Authorization (CSUA).  
To dispose of all remaining controlled substances, please call (858) 534-9016 or email  
[ehscs@ucsd.edu](mailto:ehscs@ucsd.edu) to schedule a pickup.*

The \_\_\_\_\_ Lab no longer needs authorization to use, purchase, or possess  
controlled substances for research purposes as of \_\_\_\_\_ (date).

Controlled substances cannot be transferred to another Principal Investigator, nor can  
they be taken to another university due to U.S. DEA licensure requirements. All  
controlled substances remaining in inventory must be disposed of through the Controlled  
Substances Program by appointment (call (858) 534-9016 or email [ehscs@ucsd.edu](mailto:ehscs@ucsd.edu)).

CS have been completely used up or  CS have been returned to EH&S

A copy of all Controlled Substances Usage Log Sheets and documentation less than  
three years old will be retained on behalf of the PI with the Controlled Substances  
Program after the CSUA has been deactivated.

**I have relinquished all controlled substances and controlled substances records  
in my possession, to the Controlled Substances Program, and agree to deactivate  
my Controlled Substance Use Authorization.**

Principal Investigator signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Investigator name: \_\_\_\_\_

CSUA #: \_\_\_\_\_ Department: \_\_\_\_\_

Please return the completed and signed form to the Controlled Substance Program  
Manager by fax 858-822-0561, email [ehscs@ucsd.edu](mailto:ehscs@ucsd.edu) or Mail Code 0090.