

January 25, 2016

To: Researchers  
From: Dr. James E. Garvey  
Interim Vice Chancellor for Research  
Date: January 25, 2016  
RE: DEA-Regulated Materials

All researchers are reminded that anyone using a DEA-controlled substance or select biological agents on campus must have the appropriate Institutional, State, and Federal clearances to do so. The following guidance is provided to direct University personnel to relevant compliance resources.

Any faculty engaged in research, teaching, or clinical activities requiring the use of controlled substances must have his/her own Illinois Controlled Substances License and a DEA registration. These are required to be issued to the user of the controlled substance in order to comply with state and federal regulations. Faculty who do not have the necessary registration and licensing cannot possess or use controlled substances. More information on state licensing and DEA registration is available [here](#).

ILDFPR and DEA registration holders must record their registrations with the Center for Environmental Health & Safety (CEHS). This may be done via e-mail by sending a copy of your registration or registration application form to: [info@cehs.siu.edu](mailto:info@cehs.siu.edu) or via campus mail: CEHS, Laboratory & Hazardous Waste Section, Mail Code #6898. CEHS can also assist researchers with proper disposal of DEA-regulated materials. Simply call CEHS at 453-7180 and ask for the Laboratory & Hazardous Waste Section.

Institutional IACUC and HSC protocol forms now require documentation of ILDFPR and DEA registration numbers for the researcher. The IACUC and HSC will not approve any research protocols proposing to utilize DEA-regulated materials without the principal investigator including their current registration numbers or indicating that the application process has been initiated.

In addition to federal agency specific requirements for proposal submissions, researchers using [select agents](#) or engaged in [dual use research of concern](#) are required to submit a written Memorandum of Understanding (MUA) application form to the [Institutional Biosafety Committee](#) (IBC) for review and approval, as well as disclose the use of any listed agents or toxins to CEHS. Disclosure may be made by completing the questionnaire found [here](#).

We greatly appreciate your cooperation associated with the new processes related to DEA-regulated materials.