

**FREE CONTROLLED SUBSTANCE DISPOSAL SERVICE OFFERED BY UA RISK  
MANAGEMENT AND SAFETY**

**WHY IS THIS SERVICE BEING OFFERED?**

Over the last several years, the research community has found it increasingly difficult to safely and effectively dispose of Controlled Substances that are regulated by the Drug Enforcement Agency.

**WHO IS ELIGIBLE TO TAKE ADVANTAGE OF THIS SERVICE?**

You must be officially registered with the Drug Enforcement Agency to purchase, store and use Schedule II, III, IV and V Controlled Substances.

**HOW WILL IT WORK?**

A one day pickup will be offered during the end of October 2004 for Principal Investigators who are registered with the DEA to use Schedule II, III, IV and V (Sorry no Schedule I at this time) for research or analytical purposes. Principal Investigators who have Schedule II-IV Controlled Substances must do the following by October 18, 2004 in order to get scheduled for a pickup.

1. All registrants transferring controlled substances must complete the Registrants Inventory of Drugs Surrendered (DEA Form 41 <http://www.pharmalogistics.com/forms/dea41.pdf>). One DEA Form 41 should be prepared for each package of substances submitted for transfer. **One copy should be faxed to Risk Management and Safety (RM&S) at 626-4925. Registrants need to retain one copy for lab records.** RM&S will call you with the specific date and time of the pickup.

For Schedule II CS's, registrants will also provide RM&S with a copy of the completed DEA Form 222. ([http://www.rti.org/pubs/dea\\_example\\_color.pdf](http://www.rti.org/pubs/dea_example_color.pdf)) This becomes a "reverse sale" document, with the Registrant as the supplier and Clean Harbors as the purchaser. Please keep the supplier copy of the form and give the other two copies to RM&S during the pickup. Prior to the transfer, Clean Harbors will verify the contents of the package with the DEA Form 41. Both the registrant and transporter will sign and date the DEA Form 41. A copy of the Form 41 will be left with the registrant.

2. A notification of destruction will be sent back to the Registrant by RM&S, after the documentation is received from Clean Harbors.

**WHO DO I CONTACT IF I HAVE QUESTIONS?**

Jeff Christensen  
Hazardous Waste Supervisor  
621-5861 (O) /626-4925 (F)  
[jgchrist@email.arizona.edu](mailto:jgchrist@email.arizona.edu)

Please note that disposal of small quantities of Controlled Substances through sewer disposal witnessed by UAPD is no longer acceptable.

Mark Grushka  
Manager, Biosafety and Biosecurity  
621-5279 (O) /621-6159 (F)  
[mgrushka@u.arizona.edu](mailto:mgrushka@u.arizona.edu)

The following schedule is an inventory of controlled substances which is hereby surrendered to you for proper disposition.

**FROM:** (Include Name, Street, City, State and ZIP Code in space provided below.)

┌	└
└	┌

Signature of applicant or authorized agent
Registrant's DEA Number
Registrant's Telephone Number

**NOTE:** CERTIFIED MAIL (Return Receipt Requested) IS REQUIRED FOR SHIPMENTS OF DRUGS VIA U.S. POSTAL SERVICE. See instructions on reverse (page 2) of form.

NAME OF DRUG OR PREPARATION  <small>Registrants will fill in Columns 1,2,3, and 4 ONLY.</small>	Number of Containers	CONTENTS <i>(Number of grams, tablets, ounces or other units per container)</i>	Controlled Substance Content, <i>(Each Unit)</i>	FOR DEA USE ONLY		
				DISPOSITION	QUANTITY	
					GMS.	MGS.
1	2	3	4	5	6	7
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						

NAME OF DRUG OR PREPARATION	Number of Containers	CONTENTS (Number of grams, tablets, ounces or other units per container)	Controlled Substance Content, (Each Unit)	FOR DEA USE ONLY		
				DISPOSITION	QUANTITY	
					GMS.	MGS.
Registrants will fill in Columns 1,2,3, and 4 ONLY.						
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
17						
18						
19						
20						
21						
22						
23						
24						

The controlled substances surrendered in accordance with Title 21 of the Code of Federal Regulations, Section 1307.21, have been received in \_\_\_\_\_ packages purporting to contain the drugs listed on this inventory and have been: \*\* (1) Forwarded tape-sealed without opening; (2) Destroyed as indicated and the remainder forwarded tape-sealed after verifying contents; (3) Forwarded tape-sealed after verifying contents.

DATE \_\_\_\_\_ DESTROYED BY: \_\_\_\_\_

\*\* Strike out lines not applicable.

WITNESSED BY: \_\_\_\_\_

**INSTRUCTIONS**

- List the name of the drug in column 1, the number of containers in column 2, the size of each container in column 3, and in column 4 the controlled substance content of each unit described in column 3; e.g., morphine sulfate tabs., 3 pkgs., 100 tabs., 1/4 gr. (16 mg.) or morphine sulfate tabs., 1 pkg., 83 tabs., 1/2 gr. (32mg.), etc.
- All packages included on a single line should be identical in name, content and controlled substance strength.
- Prepare this form in quadruplicate. Mail two (2) copies of this form to the Special Agent in Charge, under separate cover. Enclose one additional copy in the shipment with the drugs. Retain one copy for your records. One copy will be returned to you as a receipt. No further receipt will be furnished to you unless specifically requested. Any further inquiries concerning these drugs should be addressed to the DEA District Office which serves your area.
- There is no provision for payment for drugs surrendered. This is merely a service rendered to registrants enabling them to clear their stocks and records of unwanted items.
- Drugs should be shipped tape-sealed via prepaid express or certified mail (return receipt requested) to Special Agent in Charge, Drug Enforcement Administration, of the DEA District Office which serves your area.

**PRIVACY ACT INFORMATION**

AUTHORITY: Section 307 of the Controlled Substances Act of 1970 (PL 91-513).  
 PURPOSE: To document the surrender of controlled substances which have been forwarded by registrants to DEA for disposal.  
 ROUTINE USES: This form is required by Federal Regulations for the surrender of unwanted Controlled Substances. Disclosures of information from this system are made to the following categories of users for the purposes stated.  
 A. Other Federal law enforcement and regulatory agencies for law enforcement and regulatory purposes.  
 B. State and local law enforcement and regulatory agencies for law enforcement and regulatory purposes.  
 EFFECT: Failure to document the surrender of unwanted Controlled Substances may result in prosecution for violation of the Controlled Substances Act.

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Drug Enforcement Administration, FOI and Records Management Section, Washington, D.C. 20537; and to the Office of Management and Budget, Paperwork Reduction Project no. 1117-0007, Washington, D.C. 20503.

This is a sample of a correctly completed DEA 222 form.  
Please note all entries should be in the appropriate columns.

See Reverse of PURCHASER'S Copy for Instructions		No order form may be issued for Schedule I and II substances unless a completed application form has been received. (21 CFR 1305.04)		OMB APPROVAL No. 1117-0010		
TO: (Name of Supplier) Research Triangle Institute, Kenneth H. Davis, Jr.			STREET ADDRESS East Institute Drive, Hermann Building, P.O. Box 12194			
CITY and STATE Research Triangle Park, NC 27709		DATE XX-XX-XXXX	TO BE FILLED IN BY SUPPLIER SUPPLIERS DEA REGISTRATION No.			
TO BE FILLED IN BY PURCHASER						
Line No.	No. of Packages	Size of Packages	Name of Item	National Drug Code	Packages Shipped	Date Shipped
1	3	0.1 mg	9-Carboxy-11-nor-delta-9-THC			
2	2	0.1 mg	9-Carboxy-11-nor-delta-9-THC-5'-2H3			
3	5	0.1 mg	9-Carboxy-11-nor-delta-8-THC			
4	1	1.0 mg	11-Hydroxy-delta-9-THC			
5	3	0.1 mg	delta-9-THC-5'-2H3			
6						
7						
8						
9						
10						
5		NO. OF LINES COMPLETED	SIGNATURE OF PURCHASER OR HIS ATTORNEY OR AGENT <i>John Doe</i>			
Date Issued XX-XX-XXXX		DEA Registration No. XXXXXXXXXXXX	Name and Address of Registrant SAMPLE ONLY!!			
Schedules 1,2,3,4N,4,5		Registered as a XXXXXXXXXXXX	No. of this Order Form 123456789	Please NOTE: Forms which do not indicate the number of packages, the size, the name of item, and the number of lines completed, or those which are not dated or signed by an authorized individual, WILL BE RETURNED.		
DEA Form -222 (Jun. 1983)		U.S. OFFICIAL ORDER FORMS - SCHEDULES I & II DRUG ENFORCEMENT ADMINISTRATION SUPPLIER'S COPY 1			39558785	

**CONTROLLED SUBSTANCES REGISTRATION CERTIFICATE**  
UNITED STATES DEPARTMENT OF JUSTICE  
DRUG ENFORCEMENT ADMINISTRATION  
WASHINGTON, D.C. 20537

The Controlled Substances Act of 1970 reads in part as follows:  
Sec. 304. (b) A registration pursuant to section 303 by manufacture, distribution, or dispensing a controlled substance may be suspended or revoked by the Attorney General upon a finding that the registrant -  
(1) has knowingly falsified any application filed pursuant to or required by this title or title II,  
(2) has been convicted of a felony under the title or title II or any other law of the United States, or of any State, relating to any substance defined in this title as a controlled substance; or  
(3) has had his State license or registration suspended, revoked, or denied by competent State authority and is no longer authorized by State law to engage in the manufacturing, distribution, or dispensing of controlled substances.

DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
XXXXXXXXXX	XX-XX-XX	XXXXXXX
SCHEDULES	BUSINESS ACTIVITY	DATE ISSUED
XXXXX	XXXXXXXXXXXXXXXXXXXX	XX-XX-XX

**SAMPLE ONLY!! A COPY MUST BE INCLUDED WITH EVERY ORDER!!**

THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL LOCATION, OR BUSINESS ACTIVITY

FORM DEA-222 (1/84)