

**SAN DIEGO STATE UNIVERSITY  
ENVIROMENTAL HEALTH AND SAFETY**

**INVENTORY OF CONTROLLED SUBSTANCE SURRENDERED**

**Principal Investigator:** \_\_\_\_\_ **Department:** \_\_\_\_\_

**INSTRUCTIONS**

1. List the name of the controlled substance in column 1.
2. In column 2, indicate the lot number if it is in original container, or check if it is a dilution.
3. In column 3, indicate the number of containers.
4. In column 4, indicate the contents of each container.
5. In column 5, indicate the controlled substance concentration of each unit described in column 4;
6. All containers included on a single line should be identical in controlled substance name, content and strength.
7. Attach a copy of the Controlled Substance Dispense Record for each item surrendered.
8. Contact Controlled Substance Manager to schedule the surrender.

NAME OF CONTROLLED SUBSTANCE	Check if Dilution or Indicate Lot Number	Number Of Containers	CONTENTS (Number of grams, tablets, ounces or other units per container)	Controlled Substance Concentration (each container)	FOR EHS USE ONLY			
					Number of containers	Contents Per container	CS Conc. per container	Form 41 Sheet and Line
1	2	3	4	5	6	7	8	9
1	<input type="checkbox"/> Dilution Lot#:							
2	<input type="checkbox"/> Dilution Lot#:							
3	<input type="checkbox"/> Dilution Lot#:							
4	<input type="checkbox"/> Dilution Lot#:							
5	<input type="checkbox"/> Dilution Lot#:							
6	<input type="checkbox"/> Dilution Lot#:							
7	<input type="checkbox"/> Dilution Lot#:							

The controlled substances surrendered in accordance with Title 21 of the Code of Federal Regulations, Section 1307.21 have been received in \_\_\_\_ total containers purporting to contain the controlled substances listed on this inventory and have been forwarded to EHS tape-sealed after contents verified.

**Date:** \_\_\_\_\_ **Surrendered By:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Received By:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**PRIVACY ACT INFORMATION**

AUTHORITY: Section 307 of the Controlled Substances Act of 1970 (PL 91-513).

PURPOSE: To document the surrender of controlled substances that has been forwarded by Principal Inv. to EHS 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.