



Carol T. Christ

CHANCELLOR

200 California Hall #1500
Berkeley, CA 94720-1500
510 642-7464
chancellor@berkeley.edu
chancellor.berkeley.edu

February 28, 2018

EXECUTIVE VICE CHANCELLOR AND PROVOST

RE: DA 0124 – Authority to Sign Documents in connection with Use of Industrial Alcohol

According to the authority delegated to me as Chancellor, per BUS-2, Tax-Free Alcohol, Permits, Records, and Operations, I am delegating to your role as Executive Vice Chancellor and Provost DA 0124 – *Authority to sign documents in connection with the Use of Industrial Alcohol*. This delegation authorizes you to request permits directly from the Treasury Department to procure and use tax free alcohol.

Additionally, you are responsible for adhering to all the requirements set forth in Business & Finance Bulletin BUS-2, Tax-Free Alcohol, Permits, Records, and Operations, but specifically the following areas in Procedures Section III of the attached Business & Finance Bulletin:

- C – Withdrawal requirements
- D – Conditions of Use
- E – Record Keeping Requirements
- F – Inventories
- G – Losses and Claims

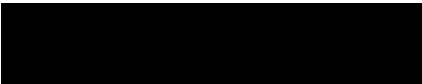
The following Excerpts from the Federal Regulations on Tax-Free alcohol provide further insight on the restrictions under this policy:

Sec. 22.104(d) – Educational Organizations, Scientific Universities, and colleges of Learning – “...Tax-Free alcohol withdrawn by such educational organizations, scientific universities and colleges of learning shall be used only for Scientific, Medicinal, and Mechanical purpose. USE OF THE TAX-FREE ALCOHOL and Resulting Products are limited as provided in Sec. 22.102.”

Sec 22.102 – Prohibited Usage of Tax-Free Alcohol – “Under no circumstances may tax-free alcohol withdrawn under this part be used for beverage purposes, or in any food product, or in any preparation used in preparing beverage or food products. Universities, Colleges, Educational Organizations, Laboratories, Hospitals, Clinics, Blood Banks, and Sanitariums are prohibited from (A) selling tax free alcohol, (B) Using Tax-free alcohol in the manufacture of any produce for sale, or (C) selling any product resulting from the use of tax-free alcohol...Persons qualified under this part may not remove tax-free alcohol or products resulting from the use of such alcohol from premises under their control, unless such removals are specially authorized by the terms of their permit, or permission is obtained from the Regional Director, (Compliance).”

Any further re-delegations must be in writing and cannot exceed the authority of the original letter. Please contact the campus Delegations of Authority Coordinator, Laila DeBerry at 643-0233 or delegations@berkeley.edu with any concerns you may have regarding this delegation of authority.

Signed,


Carol T. Christ

cc: Interim Chief Campus Counsel – D. Robinson
Chief Audit Executive – W.L. Riley
Delegations of Authority Coordinator – L. DeBerry