For information on the online process for ordering Radioactive materials, please see a the Blink menu of topics for Buying Radioactive Materials at http://blink.ucsd.edu/Blink/External/Topics/Policy/0,1162,13389,00.html.

Complete this form for individuals who meet the following criteria:
- Department Order and/or High Value Purchase Requisition authorization delegated by the UCSD Purchasing Authorization Form
- Completed the Purchasing On-line training class
- Possess a valid IFIS user ID
- Delegated under a valid RUA number

SECTION 1 - DEPARTMENT BUYER INFORMATION

<table>
<thead>
<tr>
<th>NAME:</th>
<th>FIRST</th>
<th>MIDDLE</th>
<th>LAST</th>
<th>DEPARTMENT:</th>
<th>NAME OF PRINCIPAL INVESTIGATOR:</th>
<th>RUA #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>IFIS USER ID:</td>
<td>BUYER CODE:</td>
<td>PHONE:</td>
<td>MAIL CODE:</td>
<td>EMAIL ADDRESS:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SECTION 2 - ORGANIZATION INFORMATION
Please list all organization codes for Department Order or High Value Purchase Requisitions for the above referenced RUA. Contact your fund manager for specific information.

SECTION 3 - APPROVAL HIERARCHY
Provide the appropriate approval hierarchy for the buyer ID identified above. Contact your Department’s Security Administrator for specific questions. Use additional paper if necessary.

Approval Level User ID Names:
Primary Level 1 Approver: ____________________________________________
Alternate: ____________________________________________
Alternate: ____________________________________________
Primary Level 2 Approver: ____________________________________________
Alternate: ____________________________________________
Alternate: ____________________________________________
SECTION 4 - SIGNATURES

_________________________________________  Date

Department Buyer

_________________________________________  Date

Department Head or Principal Investigator

Return copy of Approved form to:

Name  Mail Code

SECTION 5 - RESPONSIBILITY OF PRINCIPAL INVESTIGATOR (Identified in Section 1)

The Principal Investigator has the responsibility to determine that the orders meet approved products and quantities. Orders placed through the online process that exceed allowed quantities or that do not have approved RUA numbers will be held at EH&S. Should the department not secure timely approval from EH&S, the product will be destroyed and the department will be liable for all product costs.

Please indicate your acceptance of responsibility by signing below.

_________________________________________  RUA#

Signature

_________________________________________  Date

Print or type name

Questions? Contact Kathy Meadows, (858) 534-3091.

Purchasing will return a copy of this form to the authorized user when the setup process is completed.

Keep a copy of this form for your records

PURCHASING DEPARTMENT APPROVAL ONLY:

Approved: ________________________________  Date

Signature/ Title