



Online Quota System Year-End Reporting System

Diversion Control Division
United Nations Reporting and Quota Section (DRQ)
Supply Chain Conference
Houston, TX

May 2023



- Quota Applications Must be Submitted Online
- Benefits
 - Provides secure web-based database system
 - Verifies registration as active and current
 - Preloads your available drug codes, historical data
 - Performs calculations
 - Provides confirmation of agency receipt and status
 - Expedites process

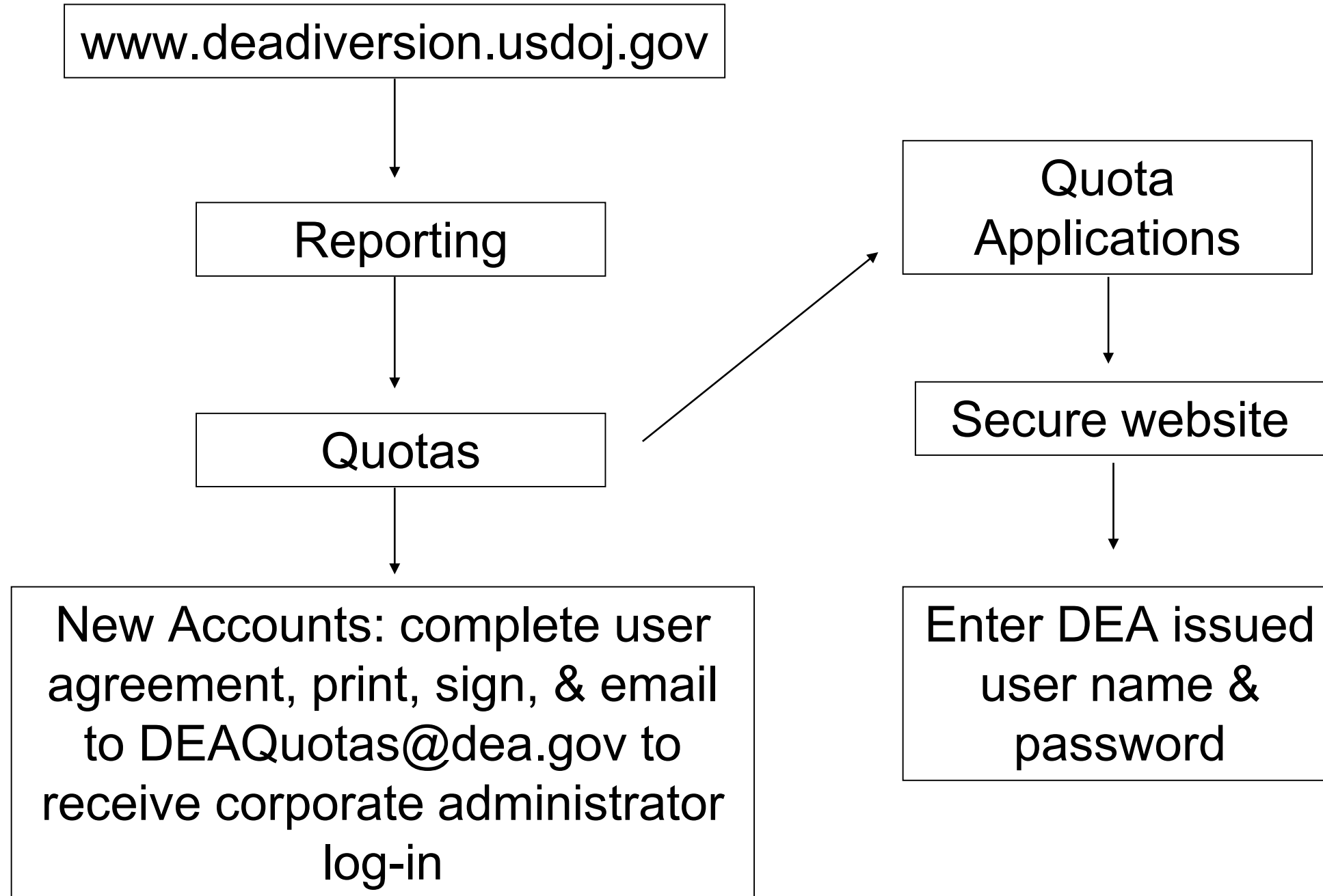





- Procurement applications due by April 1
- Import applications due by April 1
- Manufacturing applications due by May 1
- Adjustments to any quota can be requested throughout the year
 - Avoid duplicate entries, request withdrawal of erroneous entries
- Quantities should be expressed as:
 - Anhydrous acid, base or alkaloid
 - GRAMS, rounded to the nearest WHOLE gram



Accessing the Online Quota System





U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION
OFFICE OF DIVERSION CONTROL

Application for Quota Allotment

User Login

- If you are a corporate user, enter your user name, password and DEA Number.
- If you are a corporate administrator, enter your user name and password, and the DEA Number of the registrant for which you will be managing user accounts.
- If you are a DEA administrator, enter your user name and password, and the DEA Number of the registrant for which you will be managing user accounts.

DEA Number:

Username:

Password:

Change Password:



Create New Corporate User Account



**Corporate Administrator
User Administration**

You are the Corporate Administrator. These are the corporate users accounts for DEA Number

Create a New User Account
 New User

Reset User Password
 USER ACCT 1

Delete User Account
 USER ACCT 1

Click Back to return to the User Login screen. Click Next to process your selection.



**Corporate Administrator
Create New User**

A password must be comprised of at least one, but not more than ten uppercase or lowercase letters, any of the ten digits and the underscore character, arranged in any order.

DEA Number:

Username:

New Password:

Confirm New Password:

Click Cancel to abort this action and return to the User Administration screen. Click Next to process your selection.



**Corporate Administrator
User Administration Confirmation**

You have successfully created a user account for





U.S. Department of Justice Drug Enforcement Administration
Office of Diversion Control

Application for Quota Allotment

User Login

- If you are a corporate user, enter your user name, password and DEA Number.
- If you are a corporate administrator, enter your user name and password, and the DEA Number of the registrant for which you will be managing user accounts.
- If you are a DEA administrator, enter your user name and password, and the DEA Number of the registrant for which you will be managing user accounts.

DEA Number:

Username:


Password:

Change Password:

To change your password, check the Change Password checkbox.
To reset the form's text values to their original state, click Reset.
To submit the form, click Next.



Corporate User Login Confirmation



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OFFICE OF DIVERSION CONTROL

Application for Quota Allotment

Login Confirmation


- You are logged in as [REDACTED]
- As a Corporate User of the Quota Allotments system, you are authorized to submit requests for Quota Allotments for DEA Number [REDACTED] (DEA MANUFACTURER TEST ACCOUNT).
- If this information is not correct, please contact your administrator immediately.

Click Return to return to the User Login screen. Click Next to advance to the next screen.



Report Selection Menu





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DIVERSION CONTROL DIVISION

Application for Quota Allotment

Main Selection Menu

Quota Type

- Procurement
- Manufacturer
- Import

Note: The list of controlled substances will only display drugs that are currently listed under your registration. If you do not see the drug you are seeking, please contact your local field office to have the drug added to your registration.

Controlled Substance

--- Listed in Alphabetical Order (Select One) --- ▼

Quota Year

- Current Year (2017)
- Next Year (2018)

To file a new request for quota allotment or revise an existing one, select Quota Type, Controlled Substance and Reporting Year, then click Next.

To see the status of any requests for quota allotment that you have previously submitted to DEA, click Status.





Must request specific isomers for:

- Amphetamine
 - d-amphetamine
 - l-amphetamine
 - d,l-amphetamine
 - Methamphetamine
 - d-methamphetamine
 - l-methamphetamine
 - d,l-methamphetamine
 - Tetrahydrocannabinols
 - Delta-9-THC
 - All Other Tetrahydrocannabinols
- **As of 2022, Methylphenidate and Dexmethylphenidate must be applied for separately**





“For Sale” vs. “For Conversion”

For Sale: substance used to manufacture products containing same basic class which is bought from the bulk manufacturer.

- involves ~95% of the quota applications

ex: Codeine (for sale) \longrightarrow codeine/APAP

For Conversion: substance used to synthesize a different basic class.

ex: Codeine (for conversion) \longrightarrow hydrocodone






Examples of “For Sale” vs. “For Conversion”

- Codeine
 - D-amphetamine
 - D-methamphetamine
 - **Dexmethylphenidate**
 - Diphenoxylate
 - Hydrocodone
- **Methylphenidate**
 - Morphine
 - Noroxymorphone
 - Oxycodone
 - Oxymorphone

Procurement Quota Application



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DIVERSION CONTROL DIVISION

Application for Quota Allotment

**Year-End Estimates
for Reporting Year 2017**

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Procurement	2017	9193	HYDROCODONE (FOR SALE)		.000

DEA Form 250 -- Box 12
Enter your estimated year-end report projections in the fields provided.
Use the TAB and SHIFT-TAB keys to tab forward and backward among the fields.
All amounts are expressed as grams of anhydrous base or alkaloid, not as salt.

Reporting Year	2015 (actual)	2016 (actual)	2017 (estimate)
Inventory (as of Dec 31)			
Bulk controlled substance (API)	0.000	0.000	0.000
In-process material (in all forms)	0.000	0.000	0.000
Finished dosage forms (bulk and/or packaged)	0.000	0.000	0.000
Total	0.000	0.000	0.000
Dispositions			
Domestic	0.000	0.000	0.000
Exports	0.000	0.000	0.000
Total	0.000	0.000	0.000
Acquisitions			
Domestic	0.000	0.000	0.000
Imports	0.000	0.000	0.000
Total	0.000	0.000	0.000

[Click Next to advance to the next page.](#)






- **Commercial Manufacturing**
 - Conversion to other substances
 - Dosage form
- **Product Development**
 - All stages leading to FDA approval
 - Laboratory scale
 - Scale up
 - Exhibit/Submission/Registration
 - Validation
 - Stability
- **Packaging**
 - Packaging/Repackaging
 - Labeling/Relabeling
- **Replacement**
 - Case-by-case basis for commercial manufacturing
- **Transfer**
 - Bulk API
 - In-process material
 - Finished dosage units



Quota Allotment Categories





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DIVERSION CONTROL DIVISION

Application for Quota Allotment

Quota Request for Reporting Year 2017

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Procurement	2017	9193	HYDROCODONE (FOR SALE)		.000

**Quota History
(DEA Form 250 -- Box 11)**
Enter the *total* value for your quota allotment request in the Total Requested for field.
All amounts are expressed as grams of anhydrous base or alkaloid, not as salt.

--- History (Approved) ---			--- Total Requested for ---
2014	2015	2016	2017
0.000	0.000	0.000	<input style="width: 80px;" type="text"/>


Quota Allotment Request by Category
Sub-divide your total quota request by category.
You must provide a value for *at least one* category, and the sum of the categories must equal the value of Total Requested for.
Use the TAB and SHIFT-TAB keys to tab forward and backward among the fields.

Commercial Manufacturing :	<input style="width: 80px;" type="text"/>	?
Product Development :	<input style="width: 80px;" type="text"/>	?
Packaging/Labeling :	<input style="width: 80px;" type="text"/>	?
Replacement :	<input style="width: 80px;" type="text"/>	?
Transfer :	<input style="width: 80px;" type="text"/>	?
Total :	<input style="width: 80px;" type="text"/>	

[Click Next to advance to the next page.](#)

Quota Allotment Categories





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Application for Quota Allotment

Report Selection Menu

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Procurement	2017	9193	HYDROCODONE (FOR SALE)	1,000.000	.000

Sub-Reports Selection

In order to complete your application for quota allotment, you will need to provide additional information using the sub-reports below. To fill out a sub-report, click the Report Link to advance to the corresponding report form. If the color of the sub-report link is gray, it means there are sub-reports already on file. You may review and/or update these by clicking the link. You will not be able to advance to the next page until all required sub-reports have been completed.

Required / Optional	Current Request	Report Link
Optional	500.000	Commercial Manufacturing Dosage Forms (DEA Form 250 -- Box 14)
Required	200.000	Product Development (DEA Form 250 -- Box 14)
Required	100.000	Packaging/Labeling (DEA Form 250 -- Box 14)
Required	100.000	Replacement
Required	100.000	Transfer

If you have completed all required sub-reports, click Next to continue.



Commercial – Conversions



Basic Class To Be Manufactured (DEA Form 250 -- Box 13)

To convert PHENYLPROPANOLAMINE (FOR CONVERSION) to another substance, select the substance from the list. If the target substance is not in the list, either contact DEA to have the substance added to your registration, or select "Users Choice" (the last entry).

--- Listed in Alphabetical Order (Select One) ---

Drug Name	Drug Code	2009 (actual)	2010 (actual)	2011 (estimated)	% Yield (estimated)
				<input type="text"/>	<input type="text"/>

Fill in the fields above and click Submit.

Summary

Remove	Drug Name	Drug Code	2009 (actual)	2010 (actual)	2011 (estimated)	% Yield (estimated)
<input type="radio"/>	Vraxoin	0000	.000	.000	2,524.002	252.24

To remove an entry, click the Remove radio button.



Commercial - Dosage Forms





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Application for Quota Allotment

Commercial Manufacturing

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Procurement	2017	9193	HYDROCODONE (FOR SALE)	1,000.000	.000

**Dosage Form Data
(DEA Form 250 -- Box 14)
Quota Requested: 500.000**

If you intend to manufacture dosage forms from HYDROCODONE (FOR SALE), fill out the fields below and click Submit. You may create as many individual dosage forms as necessary.

* Name	* Authority to Market ?	* Used 2015	* Used 2016	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>


The * symbol denotes a required field. Number fields must be a valid number between 0 and 999,999,999.999 inclusive.

Summary

Remove	Name	Authority to Market	Used 2015	Used 2016	Est. 2017
<input type="radio"/>	hydrocodone/APAP 10/325	ANDA 010101	500.000	750.000	1,000.000

To remove an entry, click the Remove radio button.
Click Next to return to the Report Selection Menu.





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Application for Quota Allotment

Product Development

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Procurement	2017	9193	HYDROCODONE (FOR SALE)	1,000.000	.000

**Dosage Form Data
(DEA Form 250 -- Box 14)
Quota Requested: 200.000**

If you intend to manufacture HYDROCODONE (FOR SALE) into dosage forms, fill out the fields below and click Submit. You may create as many individual dosage forms as necessary.

* Name	* Strength ?	* Units/Batch	* # Batches	* Purpose ?	* Qty ?	* Completion Time
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

The * symbol denotes a required field.

Units/Batch and # Batches must be a whole number (integer) between 0 and 9,999,999.
Qty must be a decimal number between 0 and 999,999,999.999.

Summary


Remove	Name	Strength	Units/Batch	# Batches	Purpose	Qty	Completion Time
<input type="radio"/>	hydrocodone/APAP 5/325	5	2,000	30	experimental batch	200.000	6 months

To remove an entry, click the Remove radio button.
Click Next to return to the Report Selection Menu.



Labeling & Packaging





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DIVERSION CONTROL DIVISION

Application for Quota Allotment

Packaging / Labeling

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Procurement	2017	9193	HYDROCODONE (FOR SALE)	1,000.000	.000

**Package/Label Form Data
(DEA Form 250 -- Box 14)
Quota Requested: 100.000**

If you intend to segment HYDROCODONE (FOR SALE) into packages, fill out the fields below and click Submit. You may create as many individual package forms as necessary.

<small>* Name</small>	<small>* Strength ?</small>	<small>* Units / Pkg</small>	<small># Pkgs</small>	<small>* Purpose ?</small>	<small>* Qty</small>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

The * symbol denotes a required field.
Units / Pkg must be a whole number (integer) between 0 and 9,999,999.
Qty must be a decimal number between 0 and 999,999,999.999.

Summary


Remove	Name	Strength	Units / Pkg	# Pkgs	Purpose	Qty
<input type="radio"/>	hydrocodone/APAP 20/325	20	50	150	repackaging	91.500

To remove an entry, click the Remove radio button.
Click Next to return to the Report Selection Menu.



Replacement





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Application for Quota Allotment

Replacement

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Procurement	2017	9193	HYDROCODONE (FOR SALE)	1,000.000	.000

Replacement Data

Quota Requested: 100.000

Please provide an explanation of what was destroyed and why. You must submit appropriate documentation, including DEA Form 48 and DEA Form 522 (if a reverse distribution was used). Summarize what was destroyed (ie. commercial batches, product development samples and retains, bulk API, etc.) and the reason for disposal.

* Date of Destruction * Explanation (maximum 270 characters :: 270 characters remaining)

The * symbol denotes a required field. The Explanation field must be greater than 0 and less than 270 characters.

Summary

Remove	Date of Destruction	Explanation
<input type="radio"/>	Apr 10, 2017	Batch contamination

To remove an entry, click the Remove radio button.
Click Next to return to the Report Selceton Menu.



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Application for Quota Allotment

Transfer

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Procurement	2017	9193	HYDROCODONE (FOR SALE)	1,000.000	.000

Transfer Data Quota Requested: 100.000

If you intend to transfer HYDROCODONE (FOR SALE), fill out the fields below and click Submit. You may create as many individual Transfer forms as necessary.

* DEA Number

* Explanation (maximum 270 characters :: 270 characters remaining)

Please provide details of transfers, ie. what will be transferred, the purpose of the transfer, etc.

The * symbol denotes a required field. Number fields must be a valid number greater than 0 and less than 1,000,000,000.000.

Reset

Submit

Summary

Remove	DEA Number	Explanation
<input type="radio"/>	DQ1234567	Further analysis required in outside independent study


To remove an entry, click the Remove radio button.
Click Next to return to the Report Selection Menu.

Next



Summary



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Application for Quota Allotment

Final Summary

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Procurement	2017	9193	HYDROCODONE (FOR SALE)	1,000.000	.000

Year-End Report Data

	2015 (actual)	2016 (actual)	2017 (estimate)
Inventory	0.000	0.000	1,750.000
Dispositions	0.000	0.000	1,000.000
Acquisitions	0.000	0.000	1,000.000

Quota Allotment Request by Category

Comm Man	Prod Dev	Packaging/Labeling	Replacements	Transfers	Total
500.000	200.000	100.000	100.000	100.000	1,000.000

Remarks
(maximum 1,024 characters :: 1024 characters remaining)

Supporting Documents

You can optionally include a supporting document with your request. If so, click the Browse button and select a file from your local file system. The file must be a valid PDF file, must have a .pdf extension and must be free of any security restrictions.

No file chosen

Click Submit to transmit your data to the DEA.
Click Return to go back to the Year-End Estimates page to modify any part of your request.





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DIVERSION CONTROL DIVISION

Application for Quota Allotment

Summary Confirmation

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Procurement	2017	9193	HYDROCODONE (FOR SALE)	1,000.000	.000

Confirmation

The Quota Allotment request for the substance above has been submitted successfully.

Reference Number: 121583

Questions regarding this transaction may be emailed to DEA at ODE_quota@usdoj.gov. Please include your DEA registration number, the above reference number and your company name in the subject line of all correspondence regarding this request.

This request may be amended by selecting the same substance from the Main Selection Menu. All data entry fields will be loaded with the values from the latest completed request.

Printing Options

Click the Print button below to print the request or archive it as a PDF report.

Print

Return

Exit





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DIVERSION CONTROL DIVISION

Application for Quota Allotment

Quota Request Status

The following table lists substances for which you have formally requested a quota allotment, and the status of your application. Multiple requests for the same substance are sorted sequentially by Drug Name within Quota Type.

A date in the Date Approved field indicates the date the request was approved. Requests that have not been approved yet show as "Pending."

Requests may be amended by returning to the Main Selection Menu and selecting the substance from the list.

To view the request as a PDF report, click the Request ID link.

Quota Type	Quota Year	Date Submitted	Drug Code	Drug Name	Quota	Date Approved	Request ID
PRO	2017	Mar 31, 2016	9200	HEROIN	50.000	Pending	121569
PRO	2017	Apr 10, 2017	9193	HYDROCODONE (FOR SALE)	1,000.000	Pending	121583



Quota Amendments



U.S. Department of Justice Drug Enforcement Administration
Office of Diversion Control

Application for Quota Allotment

Quota Request Amendment

Notice

You have previously filed a quota allotment request for the substance noted above. The request was filed on Mar 02, 2011 in the amount of 585.000 grams. The Reference Number is 108019.

In the pages that follow, your original data values for the request will be displayed. You may freely remove, append or amend this data. Once you complete this amended request, it will be filed with its own reference number and will become the new statement of record for the requested quota allotment for this substance.

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Procurement	2011	8113(B)	EPHEDRINE (FOR SALE)	585.000	.000


Back

Next



List 1 Import quota





U.S. Department of Justice Drug Enforcement Administration
Office of Diversion Control

Application for Quota Allotment

Worksheet-A

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Import	2011	1225	PHENYLPROPANOLAMINE (FOR SALE)	6,879.000	.000

Instructions (DEA Form 488 -- Worksheet-A)

The Worksheet-A form is for you to document the subsequent disposition (sale) or utilization of PHENYLPROPANOLAMINE (FOR SALE). You may submit individual Worksheet-A forms using this web site. To do so, click the Next button below.

Alternatively, you may submit a Worksheet-A in Excel format via email. To email a Worksheet-A, first complete this request for an import quota, at the conclusion of which you will be given a reference number. Then prepare a Worksheet-A in Excel format and email it to ODE.Quota@usdoj.gov. Include the reference number in the subject line of the email. Click the radio button below to indicate that Worksheet-A submission by email.

Worksheet-A Email Submission

List 1 Import quota



Worksheet-A

Current Selection

Quota Type	Quota Year	Drug Code	Drug Name	Pending Quota	Approved Quota
Import	2011	1225	PHENYLPROPANOLAMINE (FOR CONVERSION)	12.000	.000

Worksheet-A Data (DEA Form 488 -- Worksheet-A)

* DEA Number : * Name of company

* Address :

* Phone : * Fax : * Email :

* Contact Person :

* Quantity to be sold (as grams of anhydrous base) :

* Provide documentation for Quantity to be sold (purchase orders, supply agreements, etc) :

* Intended Use : Sale / Product Launch Product Development / Research Other (explain)

The * symbol denotes a required field. Number fields must be a valid number between 0 and 999,999,999.999 inclusive.

Fill in the fields above and click Submit.



List 1 Import quota



Summary

Remove

DEA Num : #####

Company Name : dFGHFYT

Address : HFGGGYYJK,GYFJYYU CTGBD BGFSHDFJKSD

Phone : 256-515-4422

Fax : 121-142-4448

Email : NCBHXJH@GMAIL.COM

Contact : SHJAGYSG

Quantity to be sold : 5,226.000

Supporting docs : GJKEYU

Intended Use : Other

Intended Use Explain : FJDSIOUFRW

To remove an entry, click the Remove radio button.
To return to the Worksheet-A Selection Menu, click Return.

Next



How to Improve Your Applications



- Provide YTD sales in grams base when applying for commercial quota
- If requested, provide customers' DEA#'s and the amount sold to each customer in grams base
- Provide product development in the following format: batch purpose, strength (mg) x Units x batches x conversion factor = total grams base. Please note amounts for overages, stability, retains, and waste.
- Include DEA#, application# on all correspondence
 - POC/direct phone line/extension if different than registration
- Too much or too little information will slow your quota review down
- Do not submit a copy of this/past applications, registration certificate, past quota letters with your supporting documentation
- If you're going to submit a large package of information please provide a summary page that provides a synopsis of your activity and the calculations you used to determine your quota requirements





Year-End Reporting System (YERS)





- ARCOS system was developed to track the distribution of controlled substances
 - Manufacturer >> Distributor >> Various Retail Outlets
- Timeliness of registrants completing reports makes it less suitable for certain DEA functions
- It was decided that ARCOS data could not be used to comply with UN mandates





In the early 90's, the DEA created year-end reports to facilitate:

- Establishment & Revision of
 - Aggregate Production Quotas (APQ) - CI, CII
 - Assessment of Annual Needs (AAN) - CMEA List I Chemicals
 - Individual registrant quotas (IQ, MQ, PQ)
- Monitoring the “80/20” Narcotic Raw Material import rule
- UN-treaty mandated reporting





- Provides a secure web-based database system
- Preloads your available drug codes, historical data
- Performs calculations
- Generates error messages for possible incorrect entries or when “specify” fields are not completed
- Moves submitted reports to completed list





Reports need to be completed by:

- DEA REGISTERED MANUFACTURERS
 - Schedule I and II controlled substances
 - Psychotropic drugs on UN’s “green list”
- DEA REGISTERED CMEA LIST I CHEMICAL IMPORTERS
 - Ephedrine
 - Pseudoephedrine
 - Phenylpropanolamine



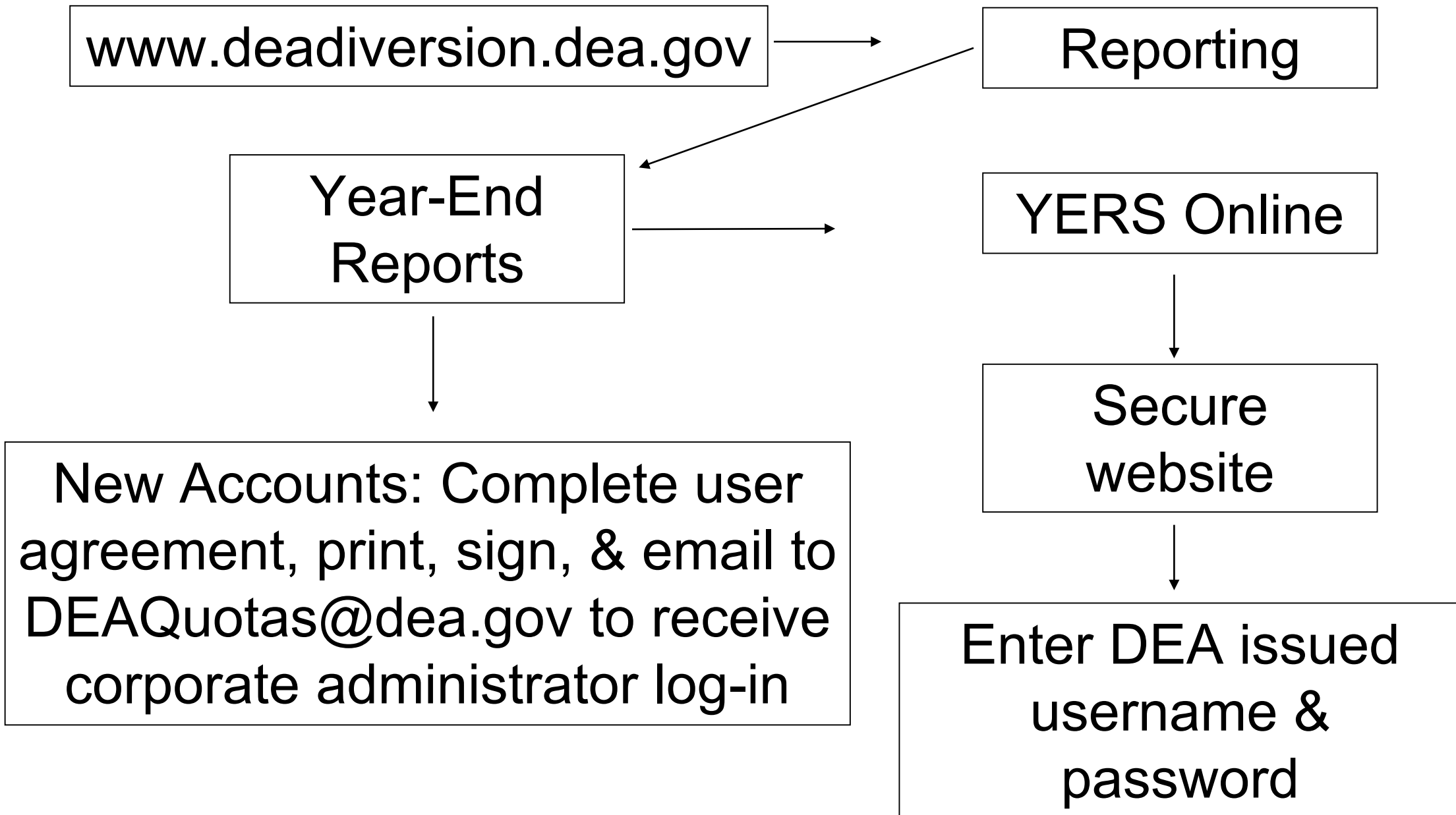
Important Things To Remember



- Due by January 31 after end of reporting calendar Year (CY)
- Separate report required for each substance if
 - Quota was issued for that reporting CY
 - Inventory processed or carried over from an earlier CY
 - Psychotropic drug on UN's 'green list'
 - Newly scheduled CI or CII drugs
- Quantities reported should be expressed as:
 - Anhydrous acid, base or alkaloid
 - GRAMS



Accessing YERS Online



Corporate Administrator Login



U.S. Department of Justice
Drug Enforcement Administration

DIVERSION CONTROL PROGRAM

YEAR END REPORTS

**Year-End Reports
User Login**

Welcome to the Year-End Reporting System

- If you are a corporate user, enter your user name, password and DEA Number.
- If you are a corporate administrator, enter your user name and password, and the DEA Number of the registrant for which you will be managing user accounts.
- If you are a DEA administrator, enter your user name and password, and the DEA Number of the registrant for which you will be managing user accounts.

DEA Number:

Username:

Password:

Change Password:

If you want to change your password, check the Change Password checkbox. To reset the form's text values to their original state, click Reset. To submit the form, click Next.



Create New Corporate User Account



**Corporate Administrator
User Administration**

You are the Corporate Administrator. These are the corporate users accounts for DEA Number

Create a New User Account
 New User

Reset User Password
 USER ACCT 1

Delete User Account
 USER ACCT 1

Click Back to return to the User Login screen. Click Next to process your selection.

**Corporate Administrator
Create New User**

A password must be comprised of at least one, but not more than ten uppercase or lowercase letters, any of the ten digits and the underscore character, arranged in any order.

DEA Number:

Username:

New Password:

Confirm New Password:


Click Cancel to abort this action and return to the User Administration screen. Click Next to process your selection.


**Corporate Administrator
User Administration Confirmation**

You have successfully created a user account for

Corporate User Login



 U.S. Department of Justice
Drug Enforcement Administration

DIVERSION CONTROL PROGRAM 

YEAR END REPORTS

Year-End Reports User Login

Welcome to the Year-End Reporting System

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Corporate User Login Confirmation



U.S. Department of Justice
Drug Enforcement Administration

DIVERSION CONTROL PROGRAM

YEAR END REPORTS

**Year-End Reports
Login Confirmation**

**Corporate User
Login Confirmation**

- You are logged in as
- You are authorized as a corporate user to submit Year-End Inventory Reports for DEA Number
- If this information is not correct, please contact your administrator immediately.

Click Back to return to the User Login screen. Click Next to advance to the Main Selection Menu screen.

[Back](#) [Next](#)

Report Selection Menu





U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION

OFFICE OF DIVERSION CONTROL

Year-End Reports

Report Selection Menu

Year-End Report for Procured Substances

- Registered Substances With Quotas and / or Outstanding Inventory
- Other registered substances
- View Null Reports
- Drugs Converted to Other Substances

Year-End Report for Manufactured Substances

- Registered Substances With Quotas and / or Outstanding Inventory
- Other registered substances
- View Null Reports
- Drugs Converted to Other Substances


Year-End Report for Psychotropic Substances

- Psychotropic Drugs



Report Selection



U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION
DIVERSION CONTROL DIVISION

**Year-End Report for Procured Substances
Drugs for Which a Quota Was Granted or Outstanding Inventory Exists**

Pending Reports

These are controlled substances or listed chemicals (ephedrine, pseudoephedrine and phenylpropanolamine) (arranged in drug code order) for which you were granted a Procurement quota for reporting year 2016 and / or for which there was outstanding inventory for reporting year 2015. Click the *File* radio button to file a year-end report.

File	Drug Code	Drug Name	Quota Granted (grams)
<input checked="" type="radio"/>	1100	D,L-AMPHETAMINE	N/A
<input type="radio"/>	1100	D-AMPHETAMINE (FOR SALE)	N/A
<input type="radio"/>	1237	METHCATHINONE	N/A
<input type="radio"/>	1724	METHYLPHENIDATE	N/A
<input type="radio"/>	2125	AMOBARBITAL	N/A

Rows 1 through 5 of 6
Use the *Back* / *Forward* links to scroll the list. Use the *Back* / *Next* buttons below to advance the screen.
[<< Back](#) Scroll [Forward >>](#)

Completed Reports

These are year-end Procurement reports (arranged in drug code order) that meet the criteria above and that you have already filed for reporting year 2016. Click the *Update* radio button to review or make changes to the report. Click the *Delete* radio button to delete the report.

Update	Delete	Print	Drug Code	Drug Name	Quota Granted (grams)
You have not yet filed any Procurement reports for reporting year 2016.					

To scroll the list backward or forward, click one of the *Back* or *Forward* links above.
To make a selection, click a radio button in one of the the lists.
To submit your selection for processing, click the *Next* button below.
To return to the previous page, click the *Back* button below.

Year-end Reporting – UN Mandated Reports



UN mandated individual reports for the following optical isomers:

- Amphetamine
 - d-amphetamine
 - l-amphetamine
 - d,l-amphetamine
- Methamphetamine
 - d-methamphetamine
 - l-methamphetamine
 - d,l-methamphetamine
- Tetrahydrocannabinols
 - Delta-9-THC
 - All Other Tetrahydrocannabinols





“For Sale” vs. “For Conversion”

For Sale: substance used to manufacture products containing same basic class which is bought from the bulk manufacturer.

- involves ~95% of the quota applications

ex: Codeine (for sale) \longrightarrow codeine/APAP

For Conversion: substance used to synthesize a different basic class.

ex: Codeine (for conversion) \longrightarrow hydrocodone






Examples of “For Sale” vs. “For Conversion”

- Codeine
 - D-amphetamine
 - D-methamphetamine
 - **Dexmethylphenidate**
 - Diphenoxylate
 - Hydrocodone
- **Methylphenidate**
 - Morphine
 - Noroxymorphone
 - Oxycodone
 - Oxymorphone

Report Selection Confirmation





U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION
DIVERSION CONTROL DIVISION

**Year-End Report for Procured Substances
Drugs for Which a Quota Was Granted or Outstanding Inventory Exists**

Confirmation to File a New Report

Current Selection

Reporting Year	Drug Code	Drug Name	Quota Granted (grams)
2016	1100	D,L-AMPHETAMINE	N/A

All amounts are expressed as grams of anhydrous base or alkaloid, not as salt.

Please note that the quota value for this controlled substance or listed chemical (ephedrine, pseudoephedrine and phenylpropanolamine) reflects your established Procurement quota for reporting year 2016 and does not include any granted replacement quota. If this figure does not agree with your records, please contact [ODEQ](#).

Year-end Reporting: Inventory




- Inventories should include amounts held by the registrant and be reported for each manufacturer, importer, exporter or distributor registration at that registration's physical location
- “Bulk Controlled Substance” is the amount of raw material in inventory
- “In-process” - i.e. beads not yet encapsulated
- “Non-saleable Materials” includes any non-saleable inventory - i.e. samples, product development



Inventory





U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION

DIVERSION CONTROL DIVISION

Year-End Report for Procured Substances
Drugs for Which a Quota Was Granted or Outstanding Inventory Exists

Inventory

Current Selection

Reporting Year	Drug Code	Drug Name	Quota Granted (grams)
2016	1100	D,L-AMPHETAMINE	N/A

*All amounts are expressed as grams of anhydrous base or alkaloid, not as salt.
 Use the Tab key to navigate between fields.*

Inventory (as of December 31)	2015	2016	
Bulk controlled substance (API)	600.000	.000	
In-process material (in all forms)	200.000	.000	
Finished dosage forms (in bulk and/or packaged)	300.000	.000	
Non-saleable material ...			
retains / stability samples	100.000	.000	
product development material	100.000	.000	
pending destruction	100.000	.000	
other (specify): <input style="width: 100px;" type="text"/>	.000	.000	
Total non-saleable material	300.000	.000	
Total Ending Inventory (grams)	1,400.000	.000	<input type="button" value="Sum"/>

Click *Return* to abandon this report and start over with a new selection.
 Click *Next* to advance to the Acquisitions page.



Year-end Reporting: Acquisitions



- Only material which was obtained against a quota should be reported under “Domestic Procurement” or “Manufactured/ Produced/ Synthesized/ Extracted”
- Material acquired through authorized replacement of destroyed material is reported under “Other Acquisitions to be Accounted For”





Year-End Report for Procured Substances Drugs for Which a Quota Was Granted or Outstanding Inventory Exists

Acquisitions

Current Selection

Reporting Year	Drug Code	Drug Name	Quota Granted (grams)
2016	1100	D,L-AMPHETAMINE	N/A

*All amounts are expressed as grams of anhydrous base or alkaloid, not as salt.
Use the Tab key to navigate between fields.*

Acquisitions (during the year)	2016	
Domestic procurements, acquisitions, transfers, etc ...		
bulk API	.000	
non-bulk API material (in process, blends, beads, dosage forms, etc.)	.000	
Total domestic procurements	.000	
Imports ...		
bulk API	.000	
non-bulk API material (in process, blends, beads, dosage forms, etc.)	.000	
Total imports	.000	
Returns by customer for credit, salvage, rework, etc.		
bulk API	.000	
non-bulk API material (in process, blends, beads, dosage forms, etc.)	.000	
Total returns	.000	
Other acquisitions ...		
Replacement quota	.000	
other (specify): <input style="width: 300px;" type="text"/>	.000	
Total other acquisitions	.000	
Total acquisitions (grams)	.000	<input type="button" value="Sum"/>

Click [Back](#) to return to the Inventory page.
Click [Next](#) to advance to the Dispositions page.



Year-end Reporting: Dispositions



- Material acquired with current year's quota
- Material from previous year's inventory
 - Domestic sales / transfers
 - Exempted products
 - Exports
 - Returns
 - Authorized destructions



Dispositions



Year-End Report for Procured Substances Drugs for Which a Quota Was Granted or Outstanding Inventory Exists

Dispositions

Current Selection

Reporting Year	Drug Code	Drug Name	Quota Granted (grams)
2016	1100	D,L-AMPHETAMINE	N/A

All amounts are expressed as grams of anhydrous base or alkaloid, not as salt.
Use the Tab key to navigate between fields.

Dispositions (during the year)	2016	
Domestic Sales or Transfers to:		
Pharmacies, Doctors, Hospitals, Clinics	.000	
Other manufacturers	.000	
Distributors for commercial sale	.000	
Distributors for destruction	.000	
Researchers, analytical labs	.000	
Other federal, state or county agencies	.000	
Total domestic sales or transfers	.000	
Put in process for conversion to bulk substances	.000	
Exports	.000	
Returns from you to your suppliers (specify): <input type="text"/>	.000	
Quantity used to make exempted or excluded products	.000	
Losses (specify): <input type="text"/>	.000	
Authorized destructions via DEA Form 41	.000	
Other dispositions (specify): <input type="text"/>	.000	
Total dispositions (grams)	.000	<input type="button" value="Sum"/>

Click **Back** to return to the Acquisitions page.
Click **Next** to save your work and view a Summary page for this report.
If you wish to put in process for conversion, enter an amount in to textbox and click Next.



Summary Totals



U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION			
DIVERSION CONTROL DIVISION			
Year-End Report for Procured Substances Drugs for Which a Quota Was Granted or Outstanding Inventory Exists			
Summary Totals			
Current Selection			
Reporting Year	Drug Code	Drug Name	Quota Granted (grams)
2016	1100	D,L-AMPHETAMINE	N/A
<i>All amounts are expressed as grams of anhydrous base or alkaloid, not as salt. Use the Tab key to navigate between fields.</i>			
Total Ending Inventory for 2015			1,400.000
Total Ending Inventory for 2016			.000
Total Acquisitions for 2016			.000
Total To Be Accounted For <i>(Total Ending Inventory For 2015 plus Total Acquisitions For 2016)</i>			1,400.000
Total Dispositions for 2016			.000
Total Accounted For <i>(Total Ending Inventory For 2016 plus Total Dispositions For 2016)</i>			.000
Difference <i>(Total To Be Accounted For minus Total Accounted For)</i>			1,400.000
Please provide an explanation for any difference: <i>(maximum 1,024 characters :: 1024 characters remaining)</i>			
<input type="text"/>			
Remarks: <i>(maximum 1,024 characters :: 1024 characters remaining)</i>			
<input type="text"/>			
To save this report to permanent storage, click Submit . To return to the beginning of this report in order to review or change the entered data, click Back . To return to the Report Selection List, click Return .			
<input type="button" value="Return"/> <input type="button" value="Back"/> <input type="button" value="Submit"/>			



Confirmation





U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION
DIVERSION CONTROL DIVISION

**Year-End Report for Procured Substances
Drugs for Which a Quota Was Granted or Outstanding Inventory Exists**

Summary Confirmation

Current Selection


Reporting Year	Drug Code	Drug Name	Quota Granted (grams)
2016	1100	D,L-AMPHETAMINE	N/A

You have successfully created the year-end report for the substance noted above. The report selection has been moved to the Completed Reports section of the QA/OI Selection List.

To return to the Report Selection Menu, click *Main*.
To return to the Report Selection List, click *Return*.
To exit this application, click *Exit*.

Completed Reports



U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION
DIVERSION CONTROL DIVISION

**Year-End Report for Procured Substances
Drugs for Which a Quota Was Granted or Outstanding Inventory Exists**

Pending Reports

These are controlled substances or listed chemicals (ephedrine, pseudoephedrine and phenylpropanolamine) (arranged in drug code order) for which you were granted a Procurement quota for reporting year 2016 and / or for which there was outstanding inventory for reporting year 2015. Click the *File* radio button to file a year-end report.

File	Drug Code	Drug Name	Quota Granted (grams)
<input type="radio"/>	1100	D-AMPHETAMINE (FOR SALE)	N/A
<input type="radio"/>	1237	METHCATHINONE	N/A
<input type="radio"/>	1724	METHYLPHENIDATE	N/A
<input type="radio"/>	2125	AMOBARBITAL	N/A
<input type="radio"/>	2270	PENTOBARBITAL	N/A

Completed Reports

These are year-end Procurement reports (arranged in drug code order) that meet the criteria above and that you have already filed for reporting year 2016. Click the *Update* radio button to review or make changes to the report. Click the *Delete* radio button to delete the report.

Update	Delete	Print	Drug Code	Drug Name	Quota Granted (grams)
<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	1100	D,L-AMPHETAMINE	N/A

You no longer hold a valid registration for the substance outlined in red above. For that reason, your only option is to print a copy of the report.


To scroll the list backward or forward, click one of the *Back* or *Forward* links above.
To make a selection, click a radio button in one of the the lists.
To submit your selection for processing, click the *Next* button below.
To return to the previous page, click the *Back* button below.



Year-End Report Manufacturing Selection Menu



The screenshot shows a web application interface for the U.S. Department of Justice Drug Enforcement Administration, specifically the Diversion Control Division. The header is dark purple with the agency's logo on the left and the text 'U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION' and 'DIVERSION CONTROL DIVISION' on the right. Below the header is a light green bar with the text 'Year-End Reports'. The main content area is white and titled 'Report Selection Menu'. It contains three sections of radio button options: 'Year-End Report for Procured Substances', 'Year-End Report for Manufactured Substances', and 'Year-End Report for Psychotropic Substances'. Each section lists four options: 'Registered Substances With Quotas and / or Outstanding Inventory', 'Other registered substances', 'View Null Reports', and 'Drugs Converted to Other Substances'. The 'Year-End Report for Manufactured Substances' section has the first option selected. At the bottom of the menu are two buttons: 'Exit' and 'Next'.

 U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION
DIVERSION CONTROL DIVISION

Year-End Reports

Report Selection Menu

Year-End Report for Procured Substances

- Registered Substances With Quotas and / or Outstanding Inventory
- Other registered substances
- View Null Reports
- Drugs Converted to Other Substances

Year-End Report for Manufactured Substances

- Registered Substances With Quotas and / or Outstanding Inventory
- Other registered substances
- View Null Reports
- Drugs Converted to Other Substances

Year-End Report for Psychotropic Substances

- Psychotropic Drugs



- Narcotic Raw Materials reporting is required by 1961 Single Convention on Narcotic Drugs:
 - Opium
 - Concentrated poppy straw (CPS)
- Alkaloids in CPS which are reported:
 - Codeine
 - Morphine
 - Oripavine
 - Thebaine



Year-end Report for Bulk Manufacturers



- To be completed by a manufacturer who **manufactures, produces, synthesizes or extracts** a bulk Schedule I or II controlled substance
- In-process inventories are to be reported as end-product inventories, not as precursor inventories
 - based on actual assay of in-process material, or
 - based on historical yields



Conversion Reporting



- To be completed by a manufacturer who utilized a basic class for conversion to another controlled or non-controlled substance
 - Example 1 - If a manufacturer used phenylacetone (II) to synthesize amphetamine (II), the amount of phenylacetone used and the amount of amphetamine synthesized would be reported on this worksheet
 - Example 2 - Manufacturer received a “codeine (for conversion)” manufacturing quota and utilized it for purposes of making “hydrocodone (for sale)”.
- This is **NOT** to be used to report:
 - the manufacture of dosage forms
 - the manufacture of exempt or excluded products
 - the “conversion” of a schedule II to a III, IV or V



Dispositions – Bulk Conversions



Dispositions

Current Selection

Reporting Year	Drug Code	Drug Name	Quota Granted (grams)
2007	2270	PENBARBITAL	10,000.000

*All amounts are expressed as grams of anhydrous base or alkaloid, not as salt.
Use the Tab key to navigate between fields.*

Dispositions (during the year)	2007	
Domestic Sales or Transfers to:		
Pharmacies, Doctors, Hospitals, Clinics	<input type="text" value="1.000"/>	
Other manufacturers	<input type="text" value="1.000"/>	
Distributors for commercial sale	<input type="text" value="1.000"/>	
Distributors for destruction	<input type="text" value="1.000"/>	
Researchers, analytical labs	<input type="text" value="1.000"/>	
Other federal, state or county agencies	<input type="text" value="1.000"/>	
Total domestic sales or transfers	6.000	
Put in process for conversion to bulk substances. Yes <input checked="" type="radio"/> No <input type="radio"/>	<input type="text" value=".000"/>	
Exports	<input type="text" value="1.000"/>	
Returns from you to your suppliers (specify): TEST	<input type="text" value="1.000"/>	
Quantity used to make exempted or excluded products	<input type="text" value="1.000"/>	
Losses (specify): TEST2	<input type="text" value="1.000"/>	
Authorized destructions via DEA Form 41	<input type="text" value="1.000"/>	
Other dispositions (specify): TEST3	<input type="text" value="1.000"/>	
Total dispositions (grams)	12.000	<input type="button" value="Sum"/>

Click **Back** to return to the Acquisitions page.
Click **Next** to save your work and view a Summary page for this report.



Drugs Converted to Other Substances

Converted-From Substance

Drug Code	Drug Name	Quantity (grams)
2270	PENBARBITAL	1.000

Converted-To Substance

You are converting the drug listed above to one or more other substances. If the substance to be converted is in the drop down list, click the radio button and select the substance from the list. Then fill in the values for Qty Converted and Qty Produced. If the substance is not in the list, click the radio button for Non-Controlled Substance and type the name of the substance in the Non-Controlled Substance field and fill in the values for Qty Converted and Qty Produced.

Controlled Substance :
Qty Converted :
Qty Produced :

Non-Controlled Substance :
Qty Converted :
Qty Produced :

To record a converted substance, make your selection and click **Submit**. To see a summary of all the converted substance entries you've made far so far, click **Summary**.

Dispositions - Bulk Conversions Summary



Drugs Converted to Other Substances

Converted-From Substance

Drug Code	Drug Name	Quantity (grams)
2270	PENTOBARBITAL	1.000

Summary

Remove	Drug Produced	Qty Converted	Qty Produced
<input type="radio"/>	5-METHOXY-3,4-METHYLENEDIOXY-AMPHETAMINE	1.000	1.000
<input type="radio"/>	4-BROMO-2,5-DIMETHOXYPHENETHYLAMINE	11.000	1.000
Total		12.000	2.000

Click Continue to return to the Converted Substances Selection page. Click Finish to return to the Report Dispositions page.

Continue

Finish



Summary Totals



Year-End Report for Substances Procured Accountability for Outstanding Inventory

Summary Totals

Current Selection

Reporting Year	Drug Code	Drug Name	Quota Granted (grams)
2008	2270	PENTOBARBITAL	10,000.000

All amounts are expressed as grams of anhydrous base or alkaloid, not as salt.
Use the Tab key to navigate between fields.

Total Ending Inventory for 2007	177.494
Total Ending Inventory for 2008	.000
Total Acquisitions for 2008	.000
Total To Be Accounted For <i>(Total Ending Inventory For 2007 plus Total Acquisitions For 2008)</i>	177.494
Total Dispositions for 2008	.000
Total Accounted For <i>(Total Ending Inventory For 2008 plus Total Dispositions For 2008)</i>	.000
Difference <i>(Total To Be Accounted For minus Total Accounted For)</i>	177.494
Please provide an explanation for any difference:	
<input type="text"/>	
Remarks:	
<input type="text"/>	

To save this report to permanent storage, click Submit.
To return to the beginning of this report in order to review or change the entered data, click Back.
To return to the Report Selection List, click Return.

[Return](#) [Back](#) [Submit](#)



Year-End Report for Substances Procured Accountability for Outstanding Inventory

Summary Confirmation

Current Selection

Reporting Year	Drug Code	Drug Name	Quota Granted (<i>grams</i>)
2008	2270	PENTOBARBITAL	10,000.000

You have successfully created the year-end report for the controlled substance noted above. The report selection has been moved to the Completed Reports section of the Outstanding Inventory Selection List.

To return to the Report Selection Menu, click *Main*.
To return to the Report Selection List, click *Return*.
To exit this application, click *Exit*.

Main

Return

Exit



UN Psychotropic Substance Report



- Specified psychotropic substances in UN Schedules III and IV, member countries voluntarily submit statistics to UN
 - Check the DEA Diversion web site (www.deaiversion.usdoj.gov)
 - Check the INCB web site (www.incb.org)
 - Check the “green list” - attached
- Bulk and non-bulk manufacturers should report
- DEA attempted to codify a regulation which would have required such reporting (circa 1992), however never promulgated the rule



Year End Report Psychotropic Selection Menu





U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION
DIVERSION CONTROL DIVISION

Year-End Reports

Report Selection Menu

Year-End Report for Procured Substances

- Registered Substances With Quotas and / or Outstanding Inventory
- Other registered substances
- View Null Reports
- Drugs Converted to Other Substances

Year-End Report for Manufactured Substances

- Registered Substances With Quotas and / or Outstanding Inventory
- Other registered substances
- View Null Reports
- Drugs Converted to Other Substances

Year-End Report for Psychotropic Substances

- Psychotropic Drugs



Psychotropic Substances to be Reported



71 Schedule III:

Buprenorphine
Butalbital
Cathine
Cyclobarbitol
Flunitrazepam
Pentazocine

71 Schedule IV:

Allobarbitol
Alprazolam
Barbitol
Benzphetamine
Bromazepam
Brotizolam
Camazepam
Chlordiazepoxide
Clobazam
Clonazepam
Clorazepate
Clotiazepam


Cloxazolam
Delorazepam
Diazepam
Diethylpropion
Estazolam
Ethchlorvynol
Ethinamate
Ethyl loflazepate
Fencamfamin
Fenproporex
Fludiazepam
Flurazepam
Halazepam
Haloxazolam
Ketazolam
Loprazolam
Lorazepam
Lormetazepam
Mazindol
Medazepam
Mefenorex
Meprobamate
Mesocarb
Methylphenobarbital

Methyprylon
Midazolam
Nimetazepam
Nitrazepam
Nordazepam
Oxazepam
Oxazolam
Pemoline
Phendimetrazine
Phenobarbital
Phentermine
Pinazepam
Pipradrol
Prazepam
Pyrovalerone
Secbutabarbitol
SPA (lefetamine)
Temazepam
Tetrazepam
Triazolam
Vinylbital
Zolpidem



Psychotropic Report





U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION

DIVERSION CONTROL DIVISION

**UN Psychotropic Substances
Psychotropic Drugs**

Psychotropic Drugs

Current Selection

Reporting Year	Drug Code	Drug Name	Quota Granted (grams)
2016	2765	DIAZEPAM	N/A

All amounts are expressed as grams of anhydrous base or alkaloid, not as salt.

	2015	2016	
Inventory (as of December 31)	.000	.000	
Bulk Manufactured		.000	
Dispositions (during 2016)			
Quantity Sold as Finished Dosage Forms		.000	
Quantity Used to Manufacture Non-Psychotropic Substances		.000	
Quantity Used to Manufacture Excluded, Excepted or Exempted Substances		.000	
Total Dispositions		.000	Sum
Estimates for Future Usage	2017	2018	
Expected Future Usage (Sale) of Finished Dosage Forms	.000	.000	
Remarks: (maximum 255 characters :: 255 characters remaining)			


To save this report to permanent storage, click *Submit*.
To abandon this report and return to the Report Selection List, click *Return*.

Return
Submit



Psychotropic Report





U.S. DEPARTMENT OF JUSTICE ★ DRUG ENFORCEMENT ADMINISTRATION
DIVERSION CONTROL DIVISION

**UN Psychotropic Substances
Psychotropic Drugs**

Summary Confirmation

Current Selection

Reporting Year	Drug Code	Drug Name	Quota Granted (<i>grams</i>)
2016	2765	DIAZEPAM	N/A

You have successfully filed the year-end report for the substance noted above. The report selection has been moved to the Completed Reports section of the Psychotropic Drugs Selection List.

To return to the Report Selection Menu, click *Main*.
To return to the Report Selection List, click *Return*.
To exit this application, click *Exit*.



Thank you!

If you have questions we can be reached via email and phone.

United Nations Reporting and Quota Section (DRQ)

DEAQuotas@dea.gov

(571) 362-3248

