



**UNIVERSITY OF GUAM
UNIBETSEDÁT GUÅHAN
Board of Regents**

Resolution No. 23-37

**RELATIVE TO AUTHORIZING CERTAIN UNIVERSITY OF GUAM EMPLOYEES TO
SIGN, OR TO APPOINT PERSONS AUTHORIZED TO SIGN, ALL
DOCUMENTS SUBMITTED ON THE UNIVERSITY OF GUAM'S BEHALF TO
THE FEDERAL ALCOHOL AND TOBACCO TAX AND TRADE BUREAU**

WHEREAS, the University of Guam (UOG) is the primary U.S. Land Grant and Sea Grant institution accredited by the Western Association of Schools and Colleges Senior College and University Commission serving the post-secondary needs of the people of Guam and the region; and

WHEREAS, the governance of UOG is vested in the Board of Regents (BOR) which has the responsibility for the policies governing administration of academic personnel at the University; and

WHEREAS, University of Guam Biorepository is a marine collection that houses thousands of preserved specimens of fish, corals, and other marine invertebrates such as crabs, snails, and sea stars. Guam is strategically located in the world's most diverse coral reef area, and UOG has the potential to be a world leader in marine biodiversity and collections-based research and outreach. These factors have led to the recent rapid growth of the Biorepository in terms of personnel, research outputs, funding, funding opportunities, and collection objects; and

WHEREAS, most of the Biorepository's collections are preserved in pure ethanol which is highly regulated and taxed by the federal Alcohol and Tobacco Tax and Trade Bureau (TTB). The TTB recognizes the need for university collections and laboratories to obtain ethanol without the high taxes that are imposed on alcohol that is used for consumption and collections and laboratories may seek a tax exemption via an application for an Industrial Alcohol user permit; and

WHEREAS, to complete this application, members of the Biorepository are requesting signing authority, which must be granted by the UOG BOR and which must be evidenced by a signed Department of the Treasury TTB Signing Authority for Corporate and LLC Officials, OMB Form No. 1513-0036; and

WHEREAS, the Biorepository is requesting that Robert Lasley, PhD, Curator of Crustacea, Diego Vaz, PhD, Curator of Ichthyology, Annalyn Bansil, Accounting Analyst III, and Terry Donaldson, PhD, Project Director, EPSCoR, be granted signing authority to seek the tax exemption to purchase ethanol; and

WHEREAS, the President, Interim Senior Vice President & Provost, and the BOR Academic, Personnel, and Tenure Committee have reviewed the Biorepository's request and the attached OMB Form No. 1513-0036 and recommend to the BOR for approval.

NOW, THEREFORE BE IT RESOLVED, that the BOR hereby authorizes Robert Lasley, PhD, Curator of Crustacea, Diego Vaz, PhD, Curator of Ichthyology, Annalyn Bansil, Accounting Analyst III, and Terry Donaldson, PhD, Project Director, EPSCoR to sign, or to appoint persons

authorized to sign, all documents unless otherwise specified, submitted on UOG's behalf to the federal Alcohol and Tobacco Tax and Trade Bureau and the BOR Executive Secretary is authorized to execute the attached OMB Form No. 1513-0036

Adopted this 6th day of December, 2023.



Sandra H. McKeever, Chairperson

ATTESTED:



Anita Borja Enriquez, D.B.A., Executive Secretary

16 October 2023

Board of Regents
University of Guam
UOG Station
Mangilao, Guam 96923

Dear University of Guam Board of Regents,

The University of Guam Biorepository is requesting signing authority to seek a tax exemption to purchase ethanol, a preservative used in large quantities in our collection.

The University of Guam Biorepository is a marine collection that houses thousands of preserved specimens of fish, corals, and other marine invertebrates such as crabs, snails, and sea stars. Guam is strategically located in the world's most diverse coral reef area, and we have the potential to be a world leader in marine biodiversity and collections-based research and outreach. These factors have led to the recent rapid growth of the Biorepository in terms of personnel, research outputs, funding, and funding opportunities, and collection objects.

Most of our collections are preserved in pure ethanol. Pure ethanol is highly regulated and taxed by the US Federal Government's Alcohol and Tobacco Tax and Trade Bureau (TTB). The TTB recognizes the need for university collections and laboratories to obtain ethanol without the high taxes that are imposed on alcohol that is used for consumption. The TTB therefore has a mechanism for collections and laboratories to seek tax exemption: the Application for an Industrial Alcohol User Permit. Tax exemption is standard procedure for university collections to avoid high taxation on ethanol.

To complete this application, members of the Biorepository are requesting signing authority, which must be granted by the UOG Board of Regents (see Signing Authority form). Four members of the Biorepository are requesting signing authority: Robert Lasley, PhD, Curator of Crustacea; Diego Vaz, PhD, Curator of Ichthyology; Annalyn Bansil, Accounting Analyst III; and Terry Donaldson, PhD, Project Director, EPSCoR.

I have spoken with a representative of TTB, and the UOG Biorepository meets the qualifications needed for tax exemption. Please grant us the signing authority needed to complete the tax exemption process by filling out the TTB Signing Authority form.

Please contact me if you have any questions or would like more information about the UOG Biorepository. Thank you for your consideration.

Sincerely,

Robert Lasley
Curator of Crustacea
University of Guam Biorepository
lasleyr@triton.uog.edu
671 683 6614

**DEPARTMENT OF THE TREASURY
ALCOHOL AND TOBACCO TAX AND TRADE BUREAU (TTB)
SIGNING AUTHORITY FOR CORPORATE AND LLC OFFICIALS**

NAME AND COMPLETE ADDRESS OF CORPORATION OR LLC Board of Regents University of Guam UOG Station Mangilao, Guam 96923	COMPLETE APPLICABLE INFORMATION <input checked="" type="checkbox"/> CHECK IF YOU ARE A NEW APPLICANT REGISTRY/PERMIT NO.
BOARD MEETING <input checked="" type="checkbox"/> DIRECTORS <input type="checkbox"/> TRUSTEES <input type="checkbox"/> MANAGERS <input type="checkbox"/> GOVERNORS	DATE OF MEETING 12/06/23


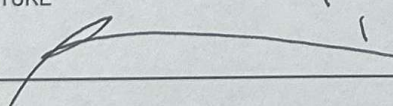
THE FOLLOWING CORPORATE/LLC OFFICIALS, EMPLOYEES, OR INCUMBENTS OF THE OFFICES LISTED ARE AUTHORIZED TO SIGN, OR TO APPOINT PERSONS AUTHORIZED TO SIGN, ALL DOCUMENTS UNLESS OTHERWISE SPECIFIED, SUBMITTED ON THE CORPORATION/LLC'S BEHALF TO THE ALCOHOL AND TOBACCO TAX AND TRADE BUREAU. OUTSIDE CONSULTANTS MAY NOT APPOINT OTHERS TO SIGN ON THE CORPORATION/LLC'S BEHALF.

Robert Lasley, Curator of Crustacea, University of Guam Biorepository

Diego Vaz, Curator of Ichthyology, University of Guam Biorepository

Annalyn Bansil, Accounting Analyst III, University of Guam/EPSCoR

Terry Donaldson, EPSCoR Project Director, University of Guam

I certify that this is true and complete and that the above authorization was granted at the cited meeting of the board.		CORPORATE/LLC SEAL  <input type="checkbox"/> NO SEAL <i>(If no seal, attach a resolution or meeting minutes that support the authority(ies) identified above.)</i>
SIGNATURE 	PRINTED NAME Anita Borja Enriquez, D.B.A.	
TITLE President	DATE 12/06/23	

INSTRUCTIONS

Prepare and submit in duplicate to the Director, National Revenue Center, Alcohol and Tobacco Tax and Trade Bureau, 550 Main Street, Suite 8002, Cincinnati, OH 45202. If your premise is located in Puerto Rico, then mail this form to TTB (PRO), 350 Chardon Ave Suite 310, San Juan PR 00918. Each copy must be signed in ink by a corporate/LLC official and be embossed with the corporate/LLC seal (if any). This form may be used to list the corporate/LLC officials, or employees (if any), who are authorized by the articles of incorporation, the bylaws, or the board of directors in adopted resolutions or motions, to act on behalf of the corporation or to sign its name. If the authorization to sign is granted by position title, rather than to specific individuals by name, a new authorization will not be needed each time a change of incumbent occurs. However, if you list an individual's name along with a title/position, the authority is limited to the period of time that the specific individual holds the specific title/position. If an individual or incumbent's authority is restricted to a certain area of expertise or specific documents, identify the limitation next to the designation. WHERE THE AUTHORIZATION IS NOT GRANTED BY THE ARTICLES OF INCORPORATION OR ORGANIZATION, THE BY-LAWS, OR ACTION BY THE BOARD OF DIRECTORS OR MANAGING MEMBERS, TTB F 5000.8, POWER OF ATTORNEY, MUST BE SUBMITTED.

PAPERWORK REDUCTION ACT NOTICE

This request is in accordance with the Paperwork Reduction Act of 1995. This information collection is used by TTB to ensure that only duly authorized individuals are signing documents. This information is voluntary. The estimated average burden associated with this collection of information is 0.25 hours per respondent or recordkeeper depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be addressed to the Reports Management Officer, Regulations and Rulings Division, Alcohol and Tobacco Tax and Trade Bureau, 1310 G Street, NW, Box 12, Washington, DC 20005. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a current, valid OMB control number.