

## TRANSACTIONS GRANTED EARLY TERMINATION BETWEEN: 091696 AND 092796—Continued

Name of acquiring person, name of acquired person, name of acquired entity	PMN No.	Date terminated
HIG Investment Group, L.P., Woodrow A. Hall, Film Fabricators, Inc .....	96-2976	09/27/96

**FOR FURTHER INFORMATION CONTACT:**

Sandra M. Peay, or Parcellena P. Fielding, Contact Representative, Federal Trade Commission, Premerger Notification Office, Bureau of Competition, Room 303, Washington, DC 20580, (202) 326-3100.

By Direction of the Commission.

Donald S. Clark,

Secretary.

[FR Doc. 96-26015 Filed 10-9-96; 8:45 am]

BILLING CODE 6750-01-M

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Statement of Organization, Functions and Delegations of Authority; Program Support Center

Part P, (Program Support Center) of the Statement of Organization, Functions and Delegations of Authority for the Department of Health and Human Services (60 FR 51480, October 2, 1995, as amended most recently at 61 FR 52033, October 4, 1996) is amended to reflect a reorganization of functions within the Human Resources Service (HRS). This reorganization is taking place to provide an effective organization structure to support the movement of HRS into a multi-customer, fee-for-service, cost centered organization.

#### Program Support Center

*Part P, Section P-20, Functions*, is amended as follows:

Under *Chapter PA, Officer of the Director (PA)*, delete the title and statement in its entirety for the *Office of Equal Employment Opportunity (PA4)*.

*Chapter PB, Human Resources Service (PB)* is amended as follows:

Delete the functional statement in its entirety for the *Office of the Director (PBA)* and substitute it with the following:

#### *Office of the Director (PBA)*

(1) Provides executive direction, leadership, guidance and support to all Human Resources Service (HRS) components; (2) Oversees the development and implementation of administrative support functions for the HRS including budgeting, acquisition, personnel, and facilities management; (3) Provides leadership and direction in

the movement of HRS to a multi-customer, competitive, fee-for-service, cost centered organization, and personnel policy coordination for the Program Support Center (PSC): (4) Formulates and implements the multi-year plan for the HRS; (5) Directs the human resources program for the PSC; (6) Provides leadership to ensure the effective administration of the Board for Correction of PHS Commissioned Corps Records; (7) Provides leadership in establishing and maintaining an Equal Employment Opportunity (EEO) Program for the PSC. The PSC EEO Program includes the development and implementation of EEO policies, procedures and practices, a complaints processing system, and the administration of a special emphasis program for women, Hispanics, persons with disabilities, and other minorities; and (8) Administers an EEO complaints investigation program for the Department.

Under the heading *Systems Design and Analysis Division (PBB)*, insert item (6) Schedules and carries out the implementation of new systems changes into the production operation.

Under the heading *Systems Engineering and Maintenance Division (PBC)*, delete the functional statement in its entirety and substitute it with the following:

#### *Systems Engineering and Maintenance Division (PBC)*

(1) Maintains and enhances the Department's automated personnel and payroll system and subsystems; (2) Administers the Department's human resource data base through data definition, development of data structures, imposition of security measures, data base maintenance and control of user access and use of data; (3) Develops detailed system and/or subsystem specifications, program specifications, program modules, files, data bases, libraries and documentation necessary to support system maintenance and development activities; (4) Participates in the development of test criteria and test methodology necessary to conduct system/subsystem and program level tests needed to ensure the integrity of the Department's automated personnel and payroll system; (5) Develops and implements methods for reduction in

hardware, software and personnel costs while maintaining the highest system integrity and employing state-of-the-art data processing techniques where appropriate; (6) Performs quality assurance, including acceptance testing, for all new systems/subsystems, major enhancements and systems changes for the human resource information system; (7) Serves as HRS ADP Systems Security Officer, including physical security, system back-up, file access security, access codes, adherence to Privacy and Freedom of Information Act requirements and security standards for the human resource and payroll system; (8) Develops, publishes, maintains and ensures adherence to ADP standards and procedures; (9) Controls and maintains system documentation, including all documentation of a change or development cycle; and (10) Builds and maintains a regression library to be used in the standard test systems.

Under the heading *Systems Integrity Division (PBE)*, delete the title and functional statement in its entirety.

Under the heading *Business Systems Engineering Division (PBF)*, delete the functional statement in its entirety and substitute it with the following:

#### *Business Systems Engineering Division (PBF)*

(1) Administers the full range of human resource ADP support systems to manage the Commissioned Corps personnel system of the Public Health Service; (2) Performs systems analysis, design, development, testing, documentation and production for changes, enhancements and new requirements to the Commissioned Corps human resource ADP support systems; and (3) Schedules, operates and maintains systems applications, including the production of official personnel orders and monthly payroll transactions for the U.S. Treasury.

Delete the titles and functional statements in their entirety for the *Southwest Personnel Operations Division (PBK)* and the *Parklawn Personnel Operations Division (PBL)*.

Establish the *Personnel Policy, Programs and Organizational Development Division (PBN)* and enter the functional statement as follows:

*Personnel Policy, Programs and Organizational Development Division (PBN)*

(1) Plans, develops, coordinates and implements policies and guidance to meet the programmatic needs of the Human Resources Service, the Office of the Secretary (OS), the Office of Inspector General and the Administration on Aging; (2) Provides policies and guidance to managers in the full range of human resource management activities, including compensation, performance management, leave, merit staffing, classification, career management, alternative work schedules, flexiplace, and delegations of personnel authorities; (3) Develops systems to facilitate the implementation of policies, evaluate effectiveness, monitor and provide feedback on critical areas that impact on human resource management programs, and policy implementation; (4) Provides consultative services and expert advice to organizations effecting change management activities. Specialized services include restructuring, streamlining, employee empowerment, quality management, team building, program evaluation, and other organizational improvement efforts; (5) Oversees the operation of the Career Management Center and provides individual consultative services and expert advice to employees on career related activities; and (6) Oversees the operation of the Employee Assistance Program (EAP) for OS, PSC and other HHS components located in the Southwest Washington, DC area. Services include intake, assessment, referral of employees, and education of employees and management about EAP services.

Establish the *Personnel Operations Division (PBP)* and enter the functional statement as follows:

*Personnel Operations Division (PBP)*

(1) Administers a comprehensive human resources management program for headquarters and field components of the Office of the Secretary, the Office of Inspector General, the Program Support Center and the Administration on Aging; (2) Develops and implements strategies and processes to ensure the progression of the Personnel Operations Division to a multi-customer, competitive, fee-for-service, cost centered organization; (3) Formulates and implements marketing strategies to promote the utilization of the Personnel Operations Division services by other HHS components and external customers; (4) Provides personnel management advice and assistance on

all aspects of personnel administration including analyzing employee resources, forecasting future requirements, coordinating policy to meet departmental mission and public interest needs, and communication to managers, supervisors, and employees; (5) Provides the full range of personnel operations services and consultation to managers in their human resources activities, including recruitment, staffing, position classification, pay administration, performance management, awards, security, special and executive recruitment, and Commissioned Corps liaison activities; and (6) Provides retirement and benefits counseling, and maintains official personnel records.

Establish the *Training and Career Development Division (PBQ)* and enter the functional statement as follows:

*Training and Career Development Division (PBQ)*

(1) Administers a comprehensive training and career development program for headquarters and field components of the Office of the Secretary, the Office of Inspector General, the Program Support Center and the Administration on Aging; (2) Provides consolidated training for HHS components and external customers in Southwest Washington, D.C. and in the Parklawn, Rockville, Maryland complex, other Federal agencies and external customers; (3) Develops and implements strategies and processes to ensure that HRS training services becomes a multi-customer, competitive, fee-for-service, cost centered organization; and (4) Formulates and implements marketing strategies to competitively promote the utilization of the Training and Career Development Division services by other HHS organizations and external customers.

Establish the *Employee and Labor Relations Division (PBR)* and enter the functional statement as follows:

*Employee and Labor Relations Division (PBR)*

(1) Administers a comprehensive employee and labor relations program for headquarters and field components of the Office of the Secretary, the Office of Inspector General, the Program Support Center, the Administration on Aging, other HHS components and external customers; (2) Develops and implements strategies and programs to ensure that the Employee and Labor Relations Division becomes a multi-customer, competitive, fee-for-service cost centered organization; (3) Formulates and implements marketing strategies to promote the utilization of

the Employee and Labor Relations Division by other HHS organizations and external customers; (4) Develops and administers written policies, procedures, planning and guidance materials on the full range of employee relations program areas for the PSC and its customers; (5) Provides advice and assistance on employee relations services and consultation to managers, supervisors and employees, including adverse actions, employee performance deficiencies, discipline, grievances and appeals, reduction-in-force, incentive awards program, leave regulations, standards of conduct, fitness for duty and violence in the work place, retirement, worker's compensation, conflict of interest, including outside activities, and financial disclosure; (6) Provides expert managerial advisory services to management on the full range of labor relations functions, including negotiated agreements, contract dispute resolution and the National Partnership Council; and (7) Administers the full range of special initiative programs including all official Department commemorative events, special incentives and honor awards programs, special leave programs, and employee suggestions programs.

Dated: October 2, 1996.

Lynnda M. Regan,

*Director, Program Support Center.*

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**Centers for Disease Control and Prevention**

**Citizens Advisory Committee on Public Health Service Activities and Research at Department of Energy (DOE) Sites: Savannah River Site Health Effects Subcommittee Meeting**

In accordance with section 10(a)(2) of the Federal Advisory Committee Act (Pub. L. 92-463), the Agency for Toxic Substances and Disease Registry (ATSDR) and the Centers for Disease Control and Prevention (CDC), announce the following meeting:

*Name:* Citizens Advisory Committee on Public Health Service Activities and Research at DOE Sites: Savannah River Site Health Effects Subcommittee (SRS).

*Times and Dates:* 8 a.m.-5 p.m., October 24, 1996. 8 a.m.-12 noon, October 25, 1996.

*Place:* Terrace Garden Buckhead, 3405 Lenox Road, N.E., Atlanta, Georgia 30326, telephone 404/261-9250, FAX 404/848-7391.

*Status:* Open to the public, limited only by the space available. The meeting room accommodates approximately 50 people.

*Background:* Under a Memorandum of Understanding (MOU) signed in December