

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Administration for Children and Families

Statement of Organization, Functions, and Delegations of Authority

This notice amends Part K of the Statement of Organization, Functions, and Delegations of Authority of the Department of Health and Human Services (DHHS), Administration for Children and Families (ACF) as follows: Chapter KB, the Administration on Children, Youth and Families (ACYF) (62 FR 64592), as last amended, December 8, 1997; Chapter KF, the Office of Child Support Enforcement (OCSE) (63 FR 4455), as last amended, January 29, 1998; Chapter KP, the Office of the Deputy Assistant Secretary for Administration (ODASA) (63 FR 81), as last amended, January 2, 1998; and Chapter KR, the Office of Refugee Resettlement (ORR) (60 FR 27316), as last amended, May 23, 1995. This notice reflects the realignment of the discretionary grants function within ACF.

These Chapters are amended as follows:

I. Chapter KB, Administration on Children, Youth and Families

A. Delete KB.10 Organization in its entirety and replace with the following:

KB.10 Organization. The Administration on Children, Youth and Families is headed by a Commissioner, who reports directly to the Assistant Secretary for Children and Families and consists of:

Office of the Commissioner (KBA)
Office of Administration (KBA1)
Office of Grants Management (KBA2)
Head Start Bureau (KBC)
Program Operations Division (KBC1)
Program Support Division (KBC2)
Children's Bureau (KBD)
Office of Child Abuse and Neglect (KBD1)
Division of Policy (KBD2)
Division of Program Implementation (KBD3)
Division of Data, Research and Innovation (KBD4)
Division of Child Welfare Capacity Building (KBD5)
Family and Youth Services Bureau (KBE)
Child Care Bureau (KBG)
Program Operations Division (KBG1)
Policy Division (KBG2)

B. Delete KB.20 Functions, Paragraph A, in its entirety and replace with the following:

KB.20 Functions. A. The Office of the Commissioner serves as principal

advisor to the Assistant Secretary for Children and Families, the Secretary, and other officials of the Department on the sound development of children, youth, and families. It provides executive direction and management strategy to ACYF components. The Deputy Commissioner assists the Commissioner in carrying out the responsibilities of the Office.

In the Immediate Office of the Commissioner, program and policy coordination staff serve as the central control point for policy development and operational and long range program planning; research and evaluation staff plan and manage major research, evaluation, and data analysis activities; and communication and customer service staff plan and manage internal and external communication processes, including correspondence systems and electronic mail requests.

In addition to the Immediate Office, the Office of the Commissioner contains two organizational units. In support of the Commissioner and Deputy Commissioner and in consultation with ACYF programs the:

1. Office of Administration manages the formulation and execution of the budgets for ACYF programs and for Federal administration; provides support for ACYF's personnel administration functions, including staffing, employee and labor relations, performance management and employee recognition, and staff development and training; supports and manages procurements, particularly in ACYF-wide activities such as the discretionary grant paneling process; manages ACYF-controlled space and facilities; performs manpower planning and administration; plans for, acquires, distributes, and controls ACYF supplies; provides mail and messenger services; maintains duplicating, fax, and computer and computer peripheral equipment; supports and manages automation within ACYF; provides for health and safety; and performs various other administrative functions.

2. Office of Grants Management provides management and technical administration for discretionary grants for ACYF, the Administration on Developmental Disabilities (ADD), and the Administration for Native Americans (ANA); reviews, certifies and/or signs all discretionary grants; assures that all discretionary grants awarded by ACYF, ADD, and ANA conform with applicable statutes, regulations, and policies; computes grantee allocations, prepares discretionary grant awards, ensures incorporation of necessary grant terms and conditions, and monitors grantee

expenditures; analyzes financial needs under discretionary grant programs; provides data in support of apportionment requests; prepares reports and analyses on the grantee's use of funds; maintains liaison and coordination with appropriate ACF and HHS organizations to ensure consistency between ACYF, ADD, and ANA discretionary grant systems and the Department's grant payment systems; provides technical assistance to regional components on discretionary grant operations and technical grants management issues; and performs audit resolution activities for ACYF, ADD, and ANA discretionary grant programs. The Office of Grants Management coordinates and maintains liaison with the Department and other federal agencies on discretionary grants management and administration operational issues and activities.

C. Delete KB.20 Functions, Paragraph B.

II. Chapter KF, Office of Child Support Enforcement

A. Delete KF.10 Organization in its entirety and replace with the following:

KF.10 Organization. The Office of Child Support Enforcement is headed by a Director and consists of:

Office of the Director (KFA)
Office of Central Office Operations (KFB)
Division of Audit (KFB1)
Division of Program Operations (KFB2)
Division of Policy and Planning (KFB3)
Division of Consumer Services (KFB4)
Division of State and Local Assistance (KFB5)

Office of Automation and Special Projects (KFC)
Division of Child Support Information Systems (KFC4)
Office of Grants Management (KFD)

B. Delete KF.20 Functions, Paragraph A, in its entirety and replace with the following:

KF.20 Functions. A. Office of the Director. The Director is also the Assistant Secretary for Children and Families and is directly responsible to the Secretary for carrying out OCSE's mission. The Deputy Director/Commissioner has day-to-day operational responsibility for Child Support Enforcement programs. The Deputy Director/Commissioner assists the Director in carrying out responsibilities of the Office and provides direction and leadership to the Office of Central Office Operations, Office of Automation and Special Projects and Office of Grants Management.

The Office is responsible for developing regulations, guidance and

standards for States to observe in locating absent parents; establishing paternity and support obligations and enforcing support obligations; maintaining relationships with Department officials, other federal departments, State and local officials, and private organizations and individuals interested in the CSE program; coordinating and planning child support enforcement activities to maximize program effectiveness; and approving all instructions, policies and publications issued by OCSE staff.

C. KF.20 Functions. Add paragraph D. Add the following to establish paragraph D.

D. Office of Grants Management is headed by a Director who reports to the Deputy Director/Commissioner and provides management and technical administration for discretionary grants to the Office of Child Support Enforcement (OCSE), Office of Community Services (OCS), Office of Family Assistance (OFA) and Office of Planning, Research and Evaluation (OPRE); reviews, certifies and/or signs all discretionary grants; assures that all discretionary grants awarded by OCSE, OCS, OFA and OPRE conform with applicable statutes, regulations, and policies; computes grantee allocations, prepares discretionary grant awards, ensures incorporation of necessary grant terms and conditions, and monitors grantee expenditures; analyzes financial needs under discretionary grant programs; provides data in support of apportionment requests; prepares reports and analyses on the grantee's use of funds; maintains liaison and coordination with appropriate ACF and HHS organizations to ensure consistency between OCSE, OCS, OFA, and OPRE discretionary grant systems and the Department's grant payment systems; and provides technical assistance to regional components on discretionary grant operations and technical grants management issues; and performs audit resolution activities for OCSE, OCS, OFA, and OPRE discretionary grant program. On behalf of OCSE, OCS, OFA, and OPRE, coordinates and conducts liaison with the Department and other federal agencies on discretionary grants.

III. Chapter KP, Office of the Deputy Assistant Secretary for Administration

A. Delete KP.20 Functions, Paragraph C, in its entirety and replace with the following:

C. The Office of Financial Services (OFS) supports the Deputy Assistant Secretary for Administration in fulfilling ACF's Chief Financial Officer, Management Control Officer, and Chief

Grants Officer responsibilities including preparation of the CFO 5 Year Plan; performs audit oversight and liaison activities, including preparing reports to Congress, Office of the General Counsel and the Office of the Inspector General. OFS provides management and technical administration of ACF's formula, entitlement and block grants; writes/interprets financial policy and researches appropriation law issues; oversees and coordinates ACF's Federal Manager's Financial Integrity Act (FMFIA) activities; performs debt management functions; develops and administers quality assurance, training and certification programs for grants management; and is responsible for the annual preparation and audit of ACF's financial statement requirements. It develops/interprets internal policies and procedures for OFS components and coordinates the management of ACF's interagency agreement activities.

OFS provides management and technical administration of ACF's formula, entitlement and block grants; assures that all formula, entitlement and block grants awarded by ACF conform with applicable statutes, regulations, and policies; computes grantee allocations, prepares formula, entitlement and block grant awards, ensures incorporation of necessary grant terms and conditions, and monitors grantee expenditures; analyzes financial needs under formula, entitlement and block grant programs; provides data in support of apportionment requests; prepares reports and analyses on the grantee's use of funds; maintains liaison and coordination with appropriate ACF and HHS organizations to ensure consistency between ACF formula, entitlement and block grant systems and the Department's grant payment systems; and provides technical assistance to ACF program and regional components on formula, entitlement and block grant operations and technical grants management issues; and performs audit resolution activities for ACF formula, entitlement and block grant programs. OFS serves as the lead for ACF in coordination and liaison with the Department and other federal agencies on formula, entitlement and block grants management and administration operational issues and activities.

OFS provides agency-wide guidance to program and regional office staff on grant related issues; including developing and interpreting financial and grants policy, coordinating strategic grants planning, facilitating policy advisory groups, and assuring consistent grant program announcements. OFS prepares, coordinates and disseminates

action transmittals, information memoranda, and other policy guidance on financial and grants management issues; provides financial and grants administration training and technical assistance to ACF staff and grantees; directs and/or coordinates management initiatives to improve financial administration of ACF mandatory and discretionary grant programs. OFS also develops and delivers grants management training to ACF program and financial staff.

B. Delete KP.20 Functions, Paragraph D, in its entirety and replace with the following:

D. The Office of Management Services (OMS) provides centralized management and administration of acquisitions for ACF headquarters and regional components; assures that all contracts awarded conform to applicable statutes, regulations and policies; develops ACF policies, procedures and instructions for the award and administration of all ACF acquisitions; reviews and interprets proposed HHS and OMB regulations, circulars and directives pertaining to acquisition management; solicits, negotiates, awards, modifies, terminates and closes all acquisitions issued by ACF; conducts the Small and Disadvantaged Business Utilization Program; and provides training and technical assistance to program and staff components on significant acquisition policies and procedures. OMS serves as the lead for ACF in coordination and liaison within ACF and with the Department, OMB, GSA and other federal agencies on procurement management issues and activities.

IV. Chapter KR, Office of Refugee Resettlement

A. Delete KR.20 Functions, Paragraph A, in its entirety and replace with the following:

KR.20 Functions. A. Office of the Director is directly responsible to the Assistant Secretary for Children and Families for carrying out ORR's mission and providing guidance and general supervision to the components of ORR. Within the Office of the Director, staff assist the Director in managing the formulation of program policy and budget and in the formulation of salaries and expense budgets. Staff also provide administrative, personnel and data processing support services.

The Office coordinates with the lead refugee and entrant program offices of other federal departments; provides leadership in representing refugee and entrant programs, policies and administration to a variety of governmental entities and other public

and private interests; and acts as the coordinator of the total refugee and entrant resettlement effort for ACF and the Department.

The Discretionary Grants Unit, responsible to the Office of the Director, provides technical administration of ORR discretionary grants; reviews, certifies and/or signs all discretionary grants; assures that all discretionary grants awarded by ORR conform with applicable statutes, regulations, and policies; prepares discretionary grant awards, ensures incorporation of necessary grant terms and conditions, and prepares reports and analyses on the grantee's use of funds; maintains liaison and coordination with appropriate ACF and HHS organizations to ensure consistency between ORR discretionary grant systems and the Department's grant payment systems; and performs audit resolution activities for ORR discretionary grant program.

B. Delete KR.20 Functions, Paragraph C, in its entirety and replace with the following.

C. Division of Community Resettlement directs and manages effective refugee resettlement through the programmatic implementation of grants, contracts and special initiatives associated with national discretionary activity. Provides management of ORR discretionary grants; computes grantee allocations, and monitors grantee expenditures; analyzes financial needs under discretionary grant programs; provides data in support of apportionment requests; and provides technical assistance on discretionary grants operations. The ORR coordinates and provides liaison with the Department and other federal agencies on discretionary grants operational issues and other activities as specified by the Director or required by Congressional mandate.

The Division ensures the quality of medical screening and initial medical treatment of refugees; collects data and performs analyses on the changing needs of the refugee and entrant population; provides leadership to identify data needs and sources, formulates data and reporting requirements; assists states and private agencies on data reporting and the resolution of reporting problems; compiles, evaluates, and disseminates information on the nationwide performance and costs of refugee service programs; responds to unanticipated refugee and entrant arrivals or significant increases in arrivals to communities where adequate or appropriate services do not exist; strengthens the role of ethnic community national or multi-State

organizations to promote economic independence among refugees; provides for English Language Training and provides where specific needs have been shown and recognized by the Director for health (including mental health) services, social services, educational and other services.

The Division develops Repatriation plans to make arrangements and approve payments for temporary assistance to certain U.S. citizens and dependents repatriated from foreign countries, and for the hospitalization of certain U.S. Nationals repatriated because of mental illness.

Dated: August 3, 1998.

Olivia A. Golden,

Assistant Secretary for Children and Families.

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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Food and Drug Administration

[Docket No. 98N-0320]

Agency Emergency Processing Request Under OMB Review; Correction

AGENCY: Food and Drug Administration, HHS.

ACTION: Notice; correction.

SUMMARY: The Food and Drug Administration (FDA) is correcting a notice that appeared in the **Federal Register** of June 11, 1998 (63 FR 32102). The document announced an opportunity for public comment on a proposed collection of information that has been submitted to the Office of Management and Budget for emergency processing under the Paperwork Reduction Act of 1995. The notice published with an error. This document corrects that error.

FOR FURTHER INFORMATION CONTACT: Margaret R. Schlosburg, Office of Information Resources Management (HFA-250), Food and Drug Administration, 5600 Fishers Lane, Rockville, MD 20857, 301-827-1223.

SUPPLEMENTARY INFORMATION: In FR Doc. 98-15484, appearing on page 32102, in the **Federal Register** of Thursday, June 11, 1998, the following correction is made:

1. On page 32103, in the second column, beginning in the first line, "a nutrient claim or a health claim that is based on an authoritative statement of a scientific body of the Federal Government or the National Academy of Sciences. Under these sections of the

act, a food producer that intends to use such a claim must submit a notification of its intention to use the claim 120 days before it begins marketing" is corrected to read "a nutrient content claim or a health claim that is based on an authoritative statement of certain scientific bodies of the Federal Government or of the National Academy of Sciences or any of its subdivisions. Under these sections of the act, a food producer may use such a claim in the labeling of an appropriate product 120 days after a complete notification of the claim is submitted to FDA".

Dated: July 29, 1998.

William K. Hubbard,

Associate Commissioner for Policy Coordination.

[FR Doc. 98-20956 Filed 8-5-98; 8:45 am]

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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Food and Drug Administration

Biotechnology Manufacturing Grassroots Meeting

AGENCY: Food and Drug Administration, HHS.

ACTION: Notice of meeting.

SUMMARY: The Food and Drug Administration (FDA), Office of Regulatory Affairs (ORA), Pacific Region, and the Center for Biologics Evaluation and Research (CBER), is announcing the following meeting: Biotechnology Manufacturing Grassroots Meeting. The topic to be discussed is mechanisms and processes through which the agency could potentially increase operational efficiency in relation to both the pre- and post-approval inspection process; improve communication and cooperation among CBER, FDA field offices, and industry representatives associated with biotechnology manufacturing processes; and improve levels of consumer protection.

DATES: The meeting will be held on Tuesday, September 15, 1998, from 8:30 a.m. to 3:30 p.m.

ADDRESSES: The meeting will be held at the Los Angeles District Office, Food and Drug Administration, 19900 MacArthur Blvd., suite 300, Irvine, CA 92715.

FOR FURTHER INFORMATION CONTACT: Mark Roh (HFR-PA17), Pacific Regional Office, Food and Drug Administration, 1301 Clay St., suite 1180-N, Oakland, CA 94612, 510-637-3980, fax 510-637-3977, e-mail "mroh@ora.fda.gov".