

**FDA Staff Manual Guides, Volume I - Organizations and Functions**

**Department of Health and Human Services**

**Food and Drug Administration**

**Office of Operations**

**Office of Finance, Budget and Acquisitions**

**Office of Financial Management**

**Division of Internal Controls, Compliance and Oversight**

Effective Date: December 14, 2018

**1. Division of Internal Controls, Compliance and Oversight (DCNECB)**

- A. Provides framework for effective internal financial control and compliance in support of the Food and Drug Administration (FDA) and Office of Management (OFM) missions.
- B. Manages and conducts annual assessment to evaluate FDA's internal control over reporting to meet the requirements of Office of Management and Budget (OMB) Circular A-123 Management's Responsibility for Enterprise Risk Management and Internal Controls and appendices.
- C. Oversees FDA's compliance with the Federal Managers Financial Integrity Act (FMFIA) of 1982 that requires management establish and maintain effective internal controls.
- D. Oversees the Conference Approval and Reporting for the FDA.
- E. Manages the Travel Compliance Program to identify and communicate the reporting of travel items that are non-compliant to Federal Travel Regulations (FTR) and the Department of Health and Human Services (DHHS) Travel Policy Manual and increase accountability of remediation activities across FDA Centers and Offices.

**2. Authority and Effective Date.**

The functional statements for the Division of Internal Controls, Compliance and Oversight were approved by the Secretary of Health and Human Services and effective on December 14, 2018.

**Department of Health and Human Services  
Food and Drug Administration  
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The following is the Department of Health and Human Services, Food and Drug Administration, Office of Operations, Office of Finance, Budget, and Acquisitions, Office of Financial Management, Division of Controls, Compliance and Oversight organization structure depicting all the organizational structures reporting to the Director.

Division of Controls, Compliance and Oversight (DCNECB)