

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

**Department of Health and Human Services**

**Food and Drug Administration**

**Human Foods Program**

**Office of Integrated Food Safety System Partnerships**

**Office of Retail Food Protection**

**Division of Retail Food Protection Policy, Research, and Risk Assessment**

Effective Date: May 13, 2024

**1. Division of Retail Food Protection Policy, Research, and Risk Assessment (DCRJBA).**

- A. Serves as the Integrated Food Safety System (IFSS) Partnerships' focal point for policy, research and risk assessment related to the Human Food Program's Retail Food Protection Policy (RFPP) and Interstate Travel Program (ITP) to advance an Integrated Food Safety System.
- B. Serves as the HFP primary point of contact for federal and foreign regulatory and public health agencies, industry trade associations, and academic institutions to advance retail food protection, in collaboration with the Division of Retail Food Protection Implementation.
- C. Represents the HFP RFPP and Interstate Travel Program (ITP) at national conferences and forums where the FDA Food Code, other retail food protection policy, and ITP policy are deliberated.
- D. Advises the IFSSP Retail Food Protection Director on new or emerging issues and trends, innovations, and advances in technology, behavioral science, and food science that impacts RFPP and ITP policy.

**2. Retail Food Protection Branch 1 (DCRJBA1).**

- A. Develops, revises, and promotes adoption and implementation of the FDA Food Code and guidance documents to advance retail food protection.

- B. Provides expert advice and guidance to other HFP Offices, federal and foreign regulatory and public health agencies, Congress, and industry on retail food protection policy issues.
- C. Standardizes FDA Human Foods Program personnel in the interpretation and application of the FDA Food Code.
- D. Leads the development and implementation of national industry intervention strategies to reduce foodborne illness in retail and foodservice establishments, in collaboration with the Division of Retail Food Protection Implementation.
- E. Represents the HFP RFPP at national conferences and forums where the FDA Food Code and other retail food protection policy are deliberated.
- F. Provides technical and inspectional oversight during emergency preparedness and response activities associated with National Special Security Events (NSSEs), natural and human induced disasters, and retail food illness outbreaks/injuries.
- G. Maintains the Interstate Certified Shellfish Shippers List, the Interstate Milk Shippers List and the list of Jurisdictions Enrolled in the National Retail Food Regulatory Program Standards.
- H. Provides geographic information systems support to the FDA and other SLTT officials on the Food Code and other FDA guidance related to food safety.

### **3. Retail Food Protection Branch 2 (DCRJBA2).**

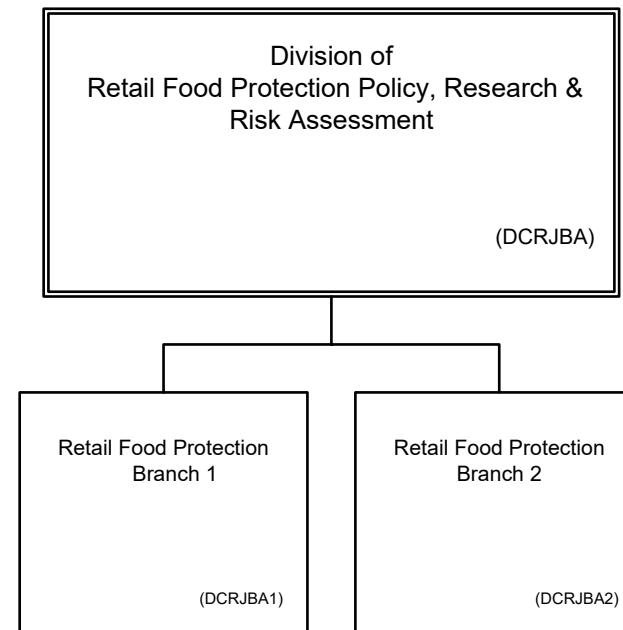
- A. Conducts research studies and risk assessments to reduce foodborne illness in retail and foodservice establishments and interstate travel conveyances to support an Integrated Food Safety System (IFSS).
- B. Plans and develops approaches to administer regulatory responsibilities in the HFP's ITP.
- C. Provides expert advice and guidance to other HFP Offices, FDA's inspections and investigations program, federal and foreign regulatory and public health agencies, Congress, and industry on ITP issues.
- D. Provides information, problem-solving and technical assistance to FDA and external organizations to maintain effective oversight of food safety and environmental health for interstate travel conveyances and their supporting facilities.
- E. Represents the HFP RFPP at national conferences and forums where the ITP program policy are deliberated.

F. Leads the development and implementation of national industry intervention strategies to reduce foodborne illness associated with interstate travel conveyances.

**4. Authority and Effective Date.**

The functional statements for the Division of Retail Food Protection Policy, Research, and Risk Assessment were approved by the Secretary of Health and Human Services on March 5, 2024 and effective on May 13, 2024.

**Department of Health and Human Services  
Food and Drug Administration  
Human Foods Program  
Office of Integrated Food Safety System Partnerships  
Office of Retail Food Protection  
Division of Retail Food Protection Policy, Research and Risk Assessment**



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The following is the Department of Health and Human Services, Food and Drug Administration, Human Foods Program, Office of Integrated Food Safety System Partnerships, Office of Retail Food Protection, Division of Retail Food Protection Policy, Research, and Risk Assessment organization structure depicting all the organizational structures reporting to the Director:

Retail Food Protection Branch 1 (DCRJBA1)

Retail Food Protection Branch 2 (DCRJBA2)