

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

**Department of Health and Human Services**

**Food and Drug Administration**

**Human Foods Program**

**Office of Microbiological Food Safety**

**Office of Dairy and Seafood Safety**

**Division of Dairy Safety**

Effective Date: May 13, 2024

**1. Division of Dairy Safety (DCROAA).**

- A. Provides leadership for development and interpretation of Food and Drug Administration (FDA) regulations, guidance, policy and programs related to the safety, risk-management, composition and quality of dairy and dairy food products.
- B. Advises Human Foods Program (HFP) leadership of novel and emerging food safety challenges and trends and positions the FDA to adopt a preventive stance in ensuring the safety of dairy and dairy food products.
- C. Advocates for the adoption, implementation and enforcement of regulatory standards and ordinances related to dairy and dairy food products.
- D. Develops and manages dairy and dairy product safety programs designed to manage risk, improve public health, reduce dairy related illness and increase compliance by the industry.
- E. Trains, standardizes, and certifies state regulatory personnel to promote uniformity of inspection and rating activities.

**2. Dairy Safety Policy Branch (DCROAA1).**

- A. Develops regulations, guidance, policy, programs, position papers, and advisory opinions related to the safety, defense, composition, and quality of milk and milk products.

- B. Provides expert policy, scientific and technical advice to the FDA, other Federal Agencies, U.S. and foreign government officials, and external stakeholders including Congress.
- C. Serves as the principal HFP liaison to industry, international organizations, and other organizations on issues related to milk and milk products.
- D. Reviews industry petitions and regulatory actions, provides expert scientific testimony and provides technical review of laboratory analyses supporting proposed enforcement actions.
- E. Reviews and accepts or rejects the sanitary design and construction standards for milk equipment.
- F. Standardizes, certifies, and evaluates FDA and state staff, (e.g., milk specialists, state regulatory agencies, and international third parties relevant to standardizing and evaluating state and international milk programs).
- G. Collaborates with other parts of the FDA to identify emerging needs, and to plan, develop, and coordinate compliance programs, field assignments, and work plans, as related to food safety.

**3. Egg, Meat and Laboratory Policy Branch (DCROAA2).**

- A. Develops regulations, guidance, policy, programs, position papers, and advisory opinions, and recommends research priorities for issues related to the safety, composition, and quality of eggs and egg products, non-amenable meats and non-amenable meat products such as gelatin, collagen, and casings.
- B. Develops, collects, and interprets data regarding the safety composition, quality, and manufacture of eggs and non-amenable meat and meat products.
- C. Provides expert policy, scientific and technical advice to the FDA, other Federal Agencies, U.S. and foreign government officials, and external stakeholders including Congress. Serves as the principal HFP liaison to industry, international organizations, and other organizations on issues related to eggs and non-amenable meats and meat products and dairy laboratory programs.
- D. Reviews proposed regulatory actions referred for policy consideration and provides technical evaluation and necessary scientific support on cases related to eggs and non-amenable meats and meat products.
- E. Reviews petitions on eggs and non-amenable meats and meat products.

- F. Serves as the FDA's focal point for the development of programs and the implementation of the laws and regulations related to this office regarding eggs and non-amenable meats and meat products and dairy laboratory programs.

**4. Dairy Operations East Branch (DCROAA3).**

- A. Develops and maintains cooperative relationships with State, international, and other Federal agencies; encourages improved State and local consumer protection programs related to FDA-enforced laws and regulations.
- B. Serves as the primary point of contact for state officials concerning milk plants, dairy farms and Grade "A" milk packaging manufacturers.
- C. Advises the Dairy Program Director on new or emerging problems and trends, future program needs and priorities; State legislative activities; manpower, equipment, funding needs, and long-range planning.
- D. Promotes the adoption, implementation and enforcement of regulatory standards and ordinances.
- E. Evaluates state grade "A" milk programs.
- F. Trains, standardizes and certifies state regulatory personnel.
- G. Provides guidance and technical assistance to state regulatory personnel, industry, and academia on milk safety programs.
- H. Ensures compliance with the Pasteurized Milk Ordinance (PMO) through check ratings of state rating officers and third-party officials.
- I. Participates in emergency preparedness and response activities associated with national events, natural and man-made disasters, and illness outbreaks/injuries.
- J. Promotes the effectiveness of the milk safety program through participation in meetings, seminars, conferences, and committees.
- K. Conducts assessments in conjunction with FDA's International Programs to evaluate international comparability or equivalency.
- L. Participate within the National Conference for Interstate Milk Shippers (NCIMS) where model ordinances, scientific issues and standards are deliberated.

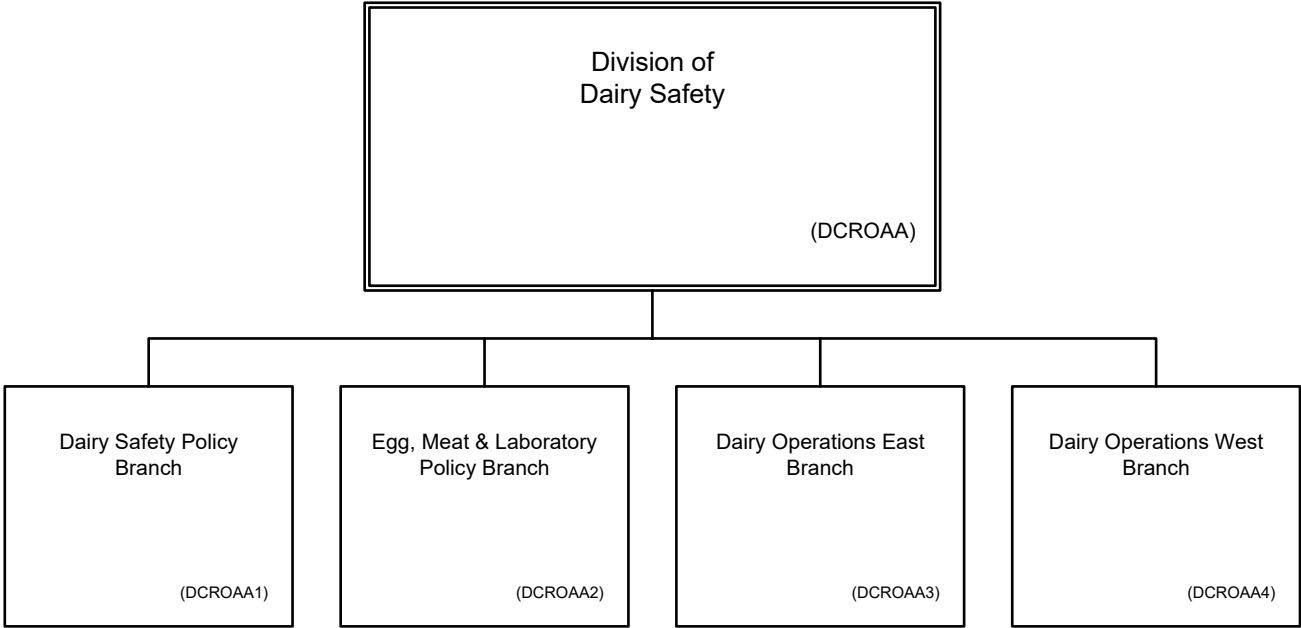
## **5. Dairy Operations West Branch (DCROAA4).**

- A. Develops and maintains cooperative relationships with State, international, and other Federal agencies; encourages improved State and local consumer protection programs related to FDA-enforced laws and regulations.
- B. Serves as the primary point of contact for state officials concerning milk plants, dairy farms and Grade "A" milk packaging manufacturers.
- C. Advises the Dairy Program Director on new or emerging problems and trends, future program needs and priorities; State legislative activities; manpower, equipment, funding needs, and long-range planning.
- D. Promotes the adoption, implementation and enforcement of regulatory standards and ordinances.
- E. Evaluates state grade "A" milk programs.
- F. Trains, standardizes and certifies state regulatory personnel.
- G. Provides guidance and technical assistance to state regulatory personnel, industry, and academia on milk safety programs.
- H. Ensures compliance with the Pasteurized Milk Ordinance (PMO) through check ratings of state rating officers and third-party officials.
- I. Participates in emergency preparedness and response activities associated with national events, natural and man-made disasters, and illness outbreaks/injuries.
- J. Promotes the effectiveness of the milk safety program through participation in meetings, seminars, conferences, and committees.
- K. Conducts assessments in conjunction with FDA's International Programs to evaluate international comparability or equivalency.
- L. Participates within the National Conference for Interstate Milk Shippers (NCIMS) where model ordinances, scientific issues and standards are deliberated.

## **6. Authority and Effective Date.**

The functional statements for the Division of Dairy Safety 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 Microbiological Food Safety  
Office of Dairy and Seafood Safety  
Division of Dairy Safety**



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Effective Date: May 13, 2024

The following is the Department of Health and Human Services, Food and Drug Administration, Human Foods Program, Office of Microbiological Food Safety, Office of Dairy and Seafood Safety, Division of Dairy Safety organization structure depicting all the organizational structures reporting to the Director:

Dairy Safety Policy Branch (DCROAA1)

Egg, Meat, and Laboratory Policy Branch (DCROAA2)

Dairy Operations East Branch (DCROAA3)

Dairy Operations West Branch (DCROAA4)