

SMG 1118.8

**FDA STAFF MANUAL GUIDES, VOLUME I - ORGANIZATIONS AND
FUNCTIONS**

FOOD AND DRUG ADMINISTRATION

OFFICE OF POLICY, PLANNING, LEGISLATION, AND ANALYSIS

OFFICE OF LEGISLATION

Effective Date: September 26, 2014

1. OFFICE OF LEGISLATION (DNNC).

- A. Advises and assists the Commissioner and other key agency officials concerning legislative needs, pending legislation and oversight activities that affect Agency.
- B. Serves as the focal point for overall legislative liaison activities within Agency and between the Food and Drug Administration (FDA), the Department of Health and Human Services (DHHS), Public Health Service (PHS) and other agencies; and analyzes the legislative needs of Agency and drafts or develops legislative proposals, position papers, and departmental reports on proposed legislation for approval by the Commissioner.
- C. Advises and assists members of Congress and congressional committees and staffs in consultation with the Office of the Secretary, on agency actions, policies, and issues related to legislation which may affect Agency.

2. AUTHORITY AND EFFECTIVE DATE.

The functional statements for this Office were approved by the Secretary of Health and Human Services, and effective on September 26, 2014.

FOOD AND DRUG ADMINISTRATION
OFFICE OF POLICY, PLANNING, LEGISLATION, AND ANALYSIS
OFFICE OF LEGISLATION

OFFICE OF THE DIRECTOR

(DNNC)

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The following is the Food and Drug Administration, Office of Policy, Planning, Legislation, and Analysis, Office of Legislation organization structure depicting all the organizational structures reporting to the Office Director.

OFFICE OF THE DIRECTOR—(DNNC)