

FDA STAFF MANUAL GUIDES, VOLUME II - DELEGATIONS OF AUTHORITY

ADMINISTRATIVE – PERSONNEL

AUTHORITY TO APPROVE PAYMENT OF SUPERVISORY DIFFERENTIALS

Effective Date: December 9, 2015

1. AUTHORITY DELEGATED AND TO WHOM DELEGATED

- A. The following officials are authorized to approve new or increase existing supervisory differential amounts and to approve the reduction or termination of supervisory differentials for both mandatory and non-mandatory actions:
1. Deputy Commissioners
 2. Associate Commissioners
 3. Chief Counsel and Deputy Chief Counsels
 4. Chief Scientist
 5. Center Directors and Deputy Center Directors
 6. Deputy Center Director for Management Services, National Center for Toxicological Research (NCTR)
 7. Associate Director, Office of Management Services, NCTR
 8. Director, Office of Management, Center for Biologics Evaluation Research (CBER)
 9. Director, Office of Management, Center for Drug Evaluation Research (CDER)
 10. Associate Director for Management, Center for Devices and Radiological Health (CDRH)
 11. Director, Office of Management Center for Tobacco Products (CTP)
 12. Associate Director for Management Center for Food Safety and Applied Nutrition (CFSAN)

- 13. Director, Office of Management Center for Veterinary Medicine (CVM)
- 14. Director, Office of Resource Management, Office of Regulatory Affairs (ORA)
- 15. ORA Regional Food and Drug Directors and District Directors
- 16. Deputy Chief Operating Officer, Office of Operations (OO)
- 17. Director, Office of Human Resources, OO

B. The following officials are authorized to recommend new, or increase existing, supervisory differential amounts and to recommend the reduction or termination of supervisory differentials for both mandatory and non-mandatory actions:

- 1. Officials who are one level below the official indicated in 1.A. above.

2. LIMITATIONS

The total continuing pay of the supervisor receiving the differential may not exceed the total continuing pay of the highest paid non-GS subordinate employee by more than 3%.

3. REDELEGATION.

The authorities delegated in 1.B. may be further re-delegated; however, the approving official in 1.A. must be a higher level official than the recommending official in 1.B.

4. EFFECTIVE DATE.

The Deputy Commissioner for Operations and Chief Operating Officer approved this delegation, via memorandum, on December 9, 2015.

STATUS (I, R, C)	DATE APPROVED	LOCATION OF CHANGE HISTORY	CONTACT	APPROVING OFFICIAL
Initial	12/09/2015	N/a	OO/OHR	Walter S. Harris, MBA, Deputy Commissioner for Operations and Chief Operating Officer