1. DIVISION OF MANUFACTURERS ASSISTANCE AND TRAINING (DKKBHB).

A. Provides assistance and training to industry, including large and small manufacturers and trade associations, and responds to requests for information regarding the CBER policies and procedures.

B. Informs industry and trade associations of the status of the CBER policies and initiatives through regular information mailings and training.

C. Communicates regularly with Center staff to insure they are kept informed of current CBER policies, procedures, initiatives, and accomplishments.

D. Serves as the CBER focal point for industry and trade associations to provide meeting support and coordinates external meetings with other FDA Centers.

E. Directs, manages, coordinates, and develops the Center’s overall professional and management training program, a formal career development program, a new employee orientation program, and related policies.

F. Coordinates and develops in-service and automated data processing (ADP) training programs pertinent and unique to the Center.

G. Coordinates with external organizations to develop and implement training, professional, and technical development programs.

H. Interacts with other FDA Centers and the Office of Regulatory Affairs in the development and implementation of scientific and professional training programs.
I. Participates as an active member of the CBER Curriculum Committees in the
development and implementation of Centerwide scientific and professional
training programs.

2. AUTHORITY AND EFFECTIVE DATE.

The functional statements for this Division were approved by the Secretary of the
Department of Health and Human Services on July 8, 2011.
FOOD AND DRUG ADMINISTRATION
OFFICE OF MEDICAL PRODUCTS AND TOBACCO
CENTER FOR BIOLOGICS EVALUATION AND RESEARCH
OFFICE OF COMMUNICATIONS, TRAINING AND MANUFACTURERS ASSISTANCE
DIVISION OF MANUFACTURERS ASSISTANCE & TECHNICAL TRAINING

OFFICE OF THE DIRECTOR
Career Development & Directed Training Branch
Manufacturers Assistance & Technical Training Branch
The following is the Food and Drug Administration, Office of Medical Products and Tobacco, Center for Biologics Evaluation and Research, Office of Communications, Training and Manufacturers Assistance, Division of Manufacturers Assistance and Training organization structure depicting all the organizational structures reporting to the Office Director.

OFFICE OF THE DIRECTOR:

- Career Development & Directed Training Branch
- Manufacturers Assistance & Technical Training Branch