

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

**Department of Health and Human Services**

**Food and Drug Administration**

**Center for Drug Evaluation and Research**

**Office of Strategic Programs**

**Office of Business Informatics**

**Division of Data Management Services and Solutions**

Effective Date: December 14, 2018

**1. Division of Data Management Services and Solutions (DCDKBB).**

- A. Develops and conducts training programs for review and support personnel targeting the electronic submission and review process.
- B. Provides business-related training for Information Technology systems.
- C. Interacts with applicants, sponsors and Center for Drug Evaluation and Research personnel to provide accurate and timely guidance on electronic submission issues.
- D. Works with organizational units within the Center to help identify and address local computing requirements.
- E. Supports development of guidance and regulations associated with information management issues.

**2. Authority and Effective Date.**

The functional statements for the Division of Data Management Services and Solutions were approved by the Secretary of Health and Human Services and effective on December 14, 2018.

**Department of Health and Human Services  
Food and Drug Administration  
Center for Drug Evaluation and Research  
Office of Strategic Programs  
Office of Business Informatics  
Division of Data Management Services & Solutions**



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The following is the Department of Health and Human Services, Food and Drug Administration, Center for Drug Evaluation and Research, Office of Strategic Programs, Office of Business Informatics, Division of Data Management Services & Solutions organizational structures depicting all the organizational structures reporting to the Director.

Division of Data Management Services & Solutions (DCDKBB).