

**SMG 1352.2**

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

**FOOD AND DRUG ADMINISTRATION**

**OFFICE OF MEDICAL PRODUCTS AND TOBACCO**

**CENTER FOR TOBACCO PRODUCTS**

**OFFICE OF MANAGEMENT**

**DIVISION OF FINANCIAL MANAGEMENT**

Effective Date: 03/24/2014

**1. DIVISION OF FINANCIAL MANAGEMENT (DKKIBA).**

- A. Analyzes Center resource needs and formulates and develops annual budget requests for the Center.
- B. Coordinates annual Center spend plan and tracks execution of this plan.
- C. Provides oversight for financial budget formulation and execution activities for the Center and serves as the liaison to the Agency financial management offices.
- D. Provides oversight of Center user fee program and serves as liaison between the Center and the Office of Financial Management (OFM) Division of User Fees (DUF) for User Fees activities to monitor fee collections.

**2. AUTHORITY AND EFFECTIVE DATE.**

The functional statements for this Office of Management/Division of Financial Management were approved by the Deputy Commissioner for Operations/Chief Operating Officer and effective on 03/24/2014.

**FOOD AND DRUG ADMINISTRATION  
OFFICE OF MEDICAL PRODUCTS AND TOBACCO  
CENTER FOR TOBACCO PRODUCTS  
OFFICE OF MANAGEMENT  
DIVISION OF FINANCIAL MANAGEMENT**



STAFF MANUAL GUIDE 1352.2  
ORGANIZATIONS AND FUNCTIONS  
EFFECTIVE DATE: March 24, 2014

The following is the Food and Drug Administration, Office of Medical Products and Tobacco, Center for Tobacco Products, Office of Management, Division of Financial Management organization structure depicting all the organizational structures reporting to the Office Director.

OFFICE OF THE DIRECTOR