

**FDA STAFF MANUAL GUIDES, VOLUME 1 ORGANIZATIONS AND  
FUNCTIONS**

**FOOD AND DRUG ADMINISTRATION**

**OFFICE OF FOODS AND VETERINARY MEDICINE**

**CENTER FOR FOOD SAFETY AND APPLIED NUTRITION**

**OFFICE OF FOOD SAFETY**

**DIVISION OF DAIRY, EGG, AND MEAT PRODUCTS**

Effective Date: November 13, 2014

**1. DIVISION OF DAIRY, EGG, AND MEAT PRODUCTS (DJJHDF)**

- A. Provides oversight of regulations, guidance, policy, programs, position papers, and advisory opinions related to the safety, defense, composition, and quality of animal-derived foods.
- B. Provides expert advice to parties throughout the Center the Agency, other Federal Agencies, and government officials and external stakeholders including Congress. Serves as principle Center liaison to industry, international and other organizations on issues related to animal-derived foods, dairy foods, eggs and egg products, non-amenable meats, game meats, non-amenable animal by-products such as gelatin, collagen, and casings.
- C. Reviews industry petitions and regulatory actions, provides expert scientific testimony and provides technical review of laboratory analyses supporting proposed enforcement actions.
- D. Reviews and accepts or rejects the sanitary design and construction standards for milk equipment.
- E. Standardizes, certifies, and evaluates Agency and state staff, i.e. Office of Regulatory Affairs (ORA) regional milk specialist, state regulatory agencies and international third parties relevant to standardizing and certifying the evaluation of state and international milk programs.
- F. Collaborates with other parts of the Agency to identify emerging needs, and to plan, develop, and coordinate compliance programs, field assignments, and work plans, as related to food safety.

## **2. MILK AND MILK PRODUCTS BRANCH (DJJHDF1)**

- A. Develops regulations, guidance, policy, programs, position papers, and advisory opinions related to the safety, defense, composition, and quality of milk and milk products.
- B. Develops, collects, and interprets data regarding the safety, composition, quality, and manufacture of milk and milk products.
- C. Provides expert policy, scientific and technical advice throughout the Agency, other Federal Agencies, U.S. and foreign government officials and external stakeholders including Congress. Serves as the principal Center liaison to industry, international organizations, and other organizations on issues related to milk and milk products.
- D. Reviews proposed regulation for policy consideration and provides technical evaluation and necessary scientific support on cases related to milk and milk products.
- E. Reviews petitions on milk and milk products.
- F. Serves as the Agency's focal point for the development of programs and the implementation of the laws and regulations related to this office regarding milk and milk products.
- G. Reviews and accepts or rejects the sanitary design and construction standards for milk equipment.
- H. Standardizes, certifies, and evaluates the Agency and state staff i.e., ORA regional milk specialist, state regulatory agencies and international third parties relevant to standardizing and certifying the evaluation of state and international milk programs.
- I. Collaborates with other parties of the Agency to identify emerging needs, and to plan, develop, and coordinate compliance programs, field assignment, and work plans as related to the safety of milk and milk products.
- J. Facilitates trade with other countries by issuing health certificates, certificates of free sale, administering the Federal Import Milk Act, and listing firms eligible for export.

### **3. EGG AND MEAT PRODUCTS BRANCH (DJJHDF2)**

- A. Develops regulations, guidance, policy, programs, position papers, and advisory opinions, and recommends research priorities for issues related to the safety, composition, and quality of eggs and egg products, non-amenable meats and non-amenable meat products such as gelatin, collagen, and casings.
- B. Develops, collects, and interprets data regarding the safety composition, quality, and manufacture of eggs and non-amenable meat and meat products.
- C. Provides expert policy, scientific and technical advice throughout the Agency, other Federal Agencies, U.S. and foreign government officials and external stakeholders including Congress. Serves as the principal Center liaison to industry, international organizations, and other organizations on issues related to eggs and non-amenable meats and meat products.
- D. Reviews proposed regulatory actions referred for policy consideration and provides technical evaluation and necessary scientific support on cases related to eggs and non-amenable meats and meat products.
- E. Reviews petitions on eggs and non-amenable meats and meat products.
- F. Serves as the Agency's focal point for the development of programs and the implementation of the laws and regulations related to this office regarding eggs and non-amenable meats and meat products.

### **4. AUTHORITY AND EFFECTIVE DATE.**

The functional statements for this Division were approved by the Deputy Commissioner for Operations and Chief Operating Officer and effective on November 13, 2014.

STAFF MANUAL GUIDE 1231.136  
ORGANIZATIONS AND FUNCTIONS  
EFFECTIVE DATE: November 13, 2014

The following is the Food and Drug Administration, Office of the Commissioner, Center for Food Safety and Applied Nutrition, Office of Food Safety, Division of Dairy, Egg, & Meat Products organization structure depicting all the organizational structures reporting to the Division Director.

OFFICE OF THE DIVISION DIRECTOR:

- DIVISION OF DAIRY, EGG, & MEAT PRODUCTS (DJJHDF)
  - MILK & MILK PRODUCTS BRANCH (DJJHDF1)
  - EGG & MEAT PRODUCTS BRANCH (DJJHDF2)