OFFICE OF THE CENTER DIRECTOR

1. OFFICE OF THE CENTER DIRECTOR (DBVA).

a. Directs overall Center activities and coordinates and establishes Center policy in the areas of research, management, scientific evaluation, compliance and surveillance.

b. Approves new animal drug applications and issues notices of withdrawal of new animal drug approvals when the opportunity for a hearing has been waived.

c. Authorizes for use as edible products animals treated with investigational drugs and terminates exemptions for investigational trials.

d. In conjunction with appropriate agency officials in the foods area, provides FDA policy development and direction on environmental impact matters.

e. Serves as focal point for operational review and compliance activity policy and legislative matters; serves as focal point for international harmonization and trade issues related to animal drugs and feeds; leads and provides oversight of research animal issues for FDA.

f. Plans, develops and implements the Center's Equal Employment Opportunity and Affirmative Action Program.

g. Oversees and directs the Center's executive secretariat, project management activities, public affairs and outreach efforts in communicating the program goals and priorities of the Center. Coordinates the Center's communications with the Agency and the Department.

h. Develops, reviews, and coordinates all Federal Register publications pertaining to Center functions and coordinates requests and activities pertaining to the Regulatory Flexibility Act, Executive Orders on Regulations, Paperwork Reduction Act, and regulations planning and implementation.

i. Plans, produces, and publishes the FDA VETERINARIAN and other publications and consumer fliers.

j. Supports FDA public and consumer affairs initiatives, including supporting the efforts of CVM's Press Officer and FDA Public Affairs Specialists in headquarters and the field.

k. Develops, prepares and coordinates the Center's responses to requests for information through the Freedom of Information Act (FOIA). Provides automated, scientific literature search capabilities and retrieval support to CVM

l. Establishes and coordinates industry/producer group outreach initiatives. Responds to inquiries to the Center, including letters and telephone inquiries from consumers, industry representatives, government officials, health professionals and academics.

2. **AUTHORITY AND EFFECTIVE DATE.**

The functional statements for this Office were approved by the Commissioner, Food and Drug Administration, effective November 14, 2003.