

document and should specify the monographs desired.

FDA emphasizes, however, that it will not consider adopting and incorporating any of the committee's new monographs or monograph revisions into FDA regulations without ample opportunity for public comment. If FDA decides to propose the adoption of new monographs and changes that have received final approval of the committee, it will announce its intention, and provide an opportunity for public comment in the **Federal Register**.

The committee invites comments and suggestions on specifications by all interested parties on the proposed new monographs and revisions of current monographs that follow:

### I. Proposed New Monograph

Food Starch, Unmodified

### II. Current Monographs to which the Committee Proposes to Make Revisions

Aluminum Potassium Sulfate (Assay, Heavy Metals, Lead)  
 Aluminum Sulfate (Heavy Metals)  
 Ammonium Carbonate (Heavy Metals, Sulfur Compounds)  
 Azodicarbonamide (Assay, Heavy Metals)  
 Beeswax, White (Heavy Metals)  
 Beeswax, Yellow (Heavy Metals)  
 Caffeine (Description, Identification, Assay, Heavy Metals, Lead, Water)  
 Calcium Acetate (Assay, Heavy Metals, Lead)  
 Calcium Bromate (Assay, Heavy Metals)  
 Calcium Chloride (Description, Labeling, Assay, Acid-Insoluble Matter,  
 Magnesium and Alkali Salts)  
 Calcium Citrate (Assay, Loss on Drying)  
 Calcium Hydroxide (Assay, Acid-Insoluble Substances, Heavy Metals, Magnesium and Alkali Salts)  
 Calcium Oxide (Assay, Acid-Insoluble Substances, Alkalies or Magnesium, Heavy Metals, Lead, Loss on Ignition)  
 Calcium Propionate (Identification, Assay)  
 Calcium Saccharin (Assay)  
 Calcium Sorbate (Lead)  
 Candelilla Wax (Identification, Heavy Metals)  
 Carrageenan (Delete monograph from the Food Chemicals Codex)  
 Castor Oil (Saponification Value, Specific Gravity)  
 Cellulose Gel (formerly Microcrystalline Cellulose, Description, Identification, Loss on Drying, pH, Water-Soluble Substances)  
 Chlorine (Assay, Heavy Metals, Moisture and Residue)  
 Dextrin (Heavy Metals, Lead, pH of Dispersions)

Disodium EDTA (Identification, Assay, Calcium, Nitrilotriacetic Acid)  
 Erythorbic Acid (Assay, Heavy Metals, Lead, Loss on Drying)  
 Ethyl Cellulose (Heavy Metals, Lead)  
 Food Starch, Modified (Numerous Changes)  
 Fumaric Acid (Identification, Assay, Heavy Metals, Maleic Acid)  
 Hydrochloric Acid (Numerous Changes)  
 Hydroxypropyl Cellulose (Heavy Metals, Lead)  
 Iron, Carbonyl (Arsenic, Lead)  
 Iron, Electrolytic (Arsenic, Lead)  
 Iron, Reduced (Arsenic, Lead, Acid-Insoluble Substances)  
 Isobutylene-Isoprene Copolymer (Identification, Heavy Metals, Total Unsaturation)  
 Lactic Acid (Labeling, Chloride, Sulfate)  
 Magnesium Carbonate (Heavy Metals, Acid-Insoluble Substances, Calcium Oxide)  
 Magnesium Hydroxide (Assay, Calcium Oxide, Heavy Metals, Oxide, Loss on Ignition)  
 Magnesium Oxide (Assay, Acid-Insoluble Substances, Calcium Oxide, Heavy Metals, Loss on Ignition)  
 Malic Acid (Identification, Assay, Fumaric and Maleic Acids, Heavy Metals, Lead, Residue on Ignition, Specific Rotation)  
 Maltodextrin (Labeling, Assay, Protein, Sulfur Dioxide, Total Solids)  
 Methyl Ethyl Cellulose (Heavy Metals, Lead)  
 Nisin Preparation (Lead)  
 Nitrous Oxide (Identification)  
 Phosphoric Acid (Labeling, Heavy Metals)  
 Poloxamer 331 (1,4-Dioxane; Ethylene Oxide, Propylene Oxide, and 1,4-Dioxane)  
 Poloxamer 407 (1,4-Dioxane; Ethylene Oxide, Propylene Oxide, and 1,4-Dioxane)  
 Polydextrose (Description, Lead, Monomers, Molecular Weight Limit, Residue on Ignition)  
 Polydextrose Solution (Monomers)  
 Polyethylene (Identification, Heavy Metals)  
 Polyethylene Glycols (1,4-Dioxane, Ethylene Glycol and Diethylene Glycol, Ethylene Oxide, Heavy Metals)  
 Polysorbate 20 (1,4-Dioxane)  
 Polysorbate 60 (1,4-Dioxane, Stearic and Palmitic Acids)  
 Polysorbate 65 (1,4-Dioxane)  
 Polysorbate 80 (1,4-Dioxane)  
 Polyvinyl Acetate (Loss on Drying, Heavy Metals, Volatiles)  
 Polyvinylpyrrolidone (Extractable Substances, Soluble Substances, Unsaturation, Water)  
 Potassium Bromate (Chloride, Heavy Metals, Loss on Drying, Sulfate)

Potassium Hydroxide (Assay, Heavy Metals, Mercury)  
 Potassium Sorbate (Lead)  
 Potassium Sulfate (Description, Assay)  
 Propylene Glycol Alginate (Ash, Esterified Carboxyl Groups, Heavy Metals, Lead, Neutralized Carboxyl Groups)  
 Rice Bran Wax (Heavy Metals)  
 Silicon Dioxide (Heavy Metals, Lead, Loss on Drying)  
 Sodium Carboxymethylcellulose (Heavy Metals, Lead)  
 Sodium Hydroxide (Assay, Heavy Metals)  
 Sodium Hydroxide Solution (Labeling, Heavy Metals)  
 Sodium Metabisulfite (Assay, Heavy Metals, Lead)  
 Sodium Potassium Tartrate (Assay)  
 Titanium Dioxide (Identification, Assay, Lead, Water-Soluble Substances)  
 Vitamin A (Assay)

Interested persons may, on or before August 14, 1995, submit to NAS written comments regarding the monographs listed in this notice. Those wishing to make comments are encouraged to submit supporting data and documentation with their comments. Two copies of any comments are to be submitted. Comments and supporting data or documentation are to be identified with the docket number found in brackets in the heading of this document and should include a statement that the comment is in response to this **Federal Register** notice. NAS will forward a copy of each comment to the Dockets Management Branch (address above). Received comments may be seen in the Dockets Management Branch between 9 a.m. and 4 p.m., Monday through Friday.

Dated: May 18, 1995.

**Fred R. Shank,**

*Director, Center for Food Safety and Applied Nutrition.*

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BILLING CODE 4160-01-F

### Health Care Financing Administration

#### Statement of Organization, Functions, and Delegations of Authority

#### Office of the Associate Administrator for External Affairs

Part F of the Statement of Organization, Functions, and Delegations of Authority for the Department of Health and Human Services, Health Care Financing Administration (HCFA), (**Federal Register**, Vol. 59, No. 60, pp. 14637-14638, dated Tuesday, March 29, 1994) is amended to reflect changes in the

organizational structure of the Office of the Associate Administrator for Customer Relations and Communications (AACRC). AACRC is being renamed the Office of the Associate Administrator for External Affairs (AAEA) and is being reorganized to more accurately reflect the customer relations and communication areas.

The specific amendments to Part F are as follows:

• Section F.10. (Organization) is amended by deleting F.10.B. in its entirety and replacing it with the following:

B. Office of the Associate Administrator for External Affairs (FC)

1. Office of Media Relations (FCA)
2. Office of Professional Relations (FCB)
3. Office of Beneficiary Relations (FCC)
4. Freedom of Information and Privacy Office (FCE)

• Section F.20.B. (Functions) is amended by deleting the statement and substructure in their entirety and replacing them with the new functional statements. The new functional statements read as follows:

B. Office of the Associate Administrator for External Affairs (FC)

- Advises the Administrator, senior staff, and components on HCFA communications and customer relations' policies, procedures, and programs.
- Promotes an awareness of customer and partner perceptions of HCFA policies and programs and participates in ensuring that HCFA activities meet customer needs and standards of service.
- Promotes an awareness within and outside of HCFA determining the scope and diversity of HCFA's customer base and their needs.
- Develops and maintains channels of communication and mechanisms for feedback between HCFA and its customers and partners. Develops, coordinates, and advises the Administrator, senior staff, and components on outreach, customer service, and survey strategies, policies, and procedures.
- Directs and coordinates a coherent communications strategy with HCFA leadership and components and ensures an effective implementation of this strategy. Directs communication of HCFA policies and initiatives to the media, advocacy groups, and provider, professional, and educational organizations and institutions.
- Designs, conducts, and advises the Administrator, senior staff, and components on information campaigns and initiatives to educate customers and

partners on HCFA policies, programs, and services. Advises and participates in the production of customer-oriented print and multi-media materials.

- Manages the interaction of the Administrator, senior staff, and components with the Department, other government entities, the media, and external parties interested in HCFA's public affairs' programs and activities (including interviews, public appearances, and speeches).
- Directs and advises the Administrator, senior staff, and components on the requirements, policies, and administration of the Freedom of Information Act and Privacy Act.

#### 1. Office of Media Relations (FCA)

- Serves as the principal spokesperson for HCFA to the news media.
- Prepares and edits appropriate materials about HCFA, its policies, actions and findings, and provides them to the public through the print and broadcast media; develops and directs public information and media relations' strategies for HCFA.
- Provides consultation, advice and training to HCFA senior staff with respect to relations with the news media.
- Responds to inquires from a broad variety of news media including major newspapers, national television and radio networks, national news magazines, local newspapers and radio and television stations, publications directed toward HCFA's beneficiary populations and newsletters serving the health care industry.
- Arranges formal interviews for journalists with the HCFA Administrator or other appropriate senior HCFA staff; identifies for interviewees the issues to be addressed, and prepares or obtains background materials as needed.
- Maintains a broad based knowledge of HCFA's structure, responsibilities, mission, goals, programs and initiatives in order to provide or arrange for rapid and accurate response to news media needs.
- For significant HCFA initiatives, issues media advisories and arranges press conferences as appropriate; coordinates material and personnel as necessary.

#### 2. Office of Professional Relations (FCB)

- Serves as the focal point in HCFA for external health care professional, institutional, and related organizations.
- Provides consultation and technical assistance to organizations and agencies

representing the health professional, business, and academic communities.

- Contributes to the development of HCFA policies, regulations, procedures, and legislative proposals taking into consideration the views of the affected parties.

- Promotes within HCFA an awareness of the concerns of the health care community.
- Provides technical assistance and support services in the operations of the Practicing Physicians Advisory Council.

- Services as a contact in HCFA for international visitors. Responds to requests from intergovernmental agencies and the international community for information related to the United States health care system.

- Maintains a close working relationship with other Federal agencies on health related matters.

- Manages speaker and meeting requests for the Administrator. Receives and develops requests, identifies issues, and negotiates topics. Makes recommendations to the Administrator to accept or decline requests. Initiates search for Senior level speakers, when invitations are declined. Explores feasibility of meeting with senior staff, when meeting requests are declined.

- Manages the Speakers Bureau. Responds to requests from outside organizations for senior level HCFA speakers (other than the Administrator).

- Seeks speaker opportunities for the Administrator to present HCFA goals and objectives.

- Manages the Administrator's public appearances, and meetings. Serves as liaison between HCFA and the leadership of professional and beneficiary organizations in coordinating the preparations surrounding public appearances and meetings.

- Conducts follow-up activities. After each event a follow up call is made to the group to see if their issues were addressed. A call is also made to the Administrator's office to get the Administrator's comments on the effectiveness of the event.

- Develops briefing material for use by the Administrator, the Deputy, the Associate, and the Secretary, including identifying and researching issues of concern to both HCFA and outside organizations.

- Researches and writes the speeches given by the Administrator.

- Researches and prepares articles and other public statements for the Administrator's signature.

- Advises the Office of Media Relations on potential news opportunities stemming from public appearances and speaking engagements.

**3. Office of Beneficiary Relations (FCC)**

- Advises the Associate Administrator, HCFA senior staff and HCFA components on HCFA's policies and actions affecting Medicare and Medicaid beneficiaries.
- Promotes within HCFA an awareness of the needs and concerns of HCFA's beneficiaries (including those segments of the beneficiary population with special information or service needs), their families, caregivers and representatives.
- Maintains a close working relationship with other Federal and State agencies, and beneficiary representative organizations.
- Identifies the need for changes in information, benefits and services, and assesses the impact of proposed HCFA actions on current and future beneficiaries.
- Conducts and coordinates within HCFA the assessment of beneficiary needs, the measurement of beneficiary satisfaction with HCFA programs, policies and operations, and the development of customer service standards; serves as a resource with respect to these activities and the information collected through them.
- Participates with other HCFA components in the development and implementation of strategies and program objectives affecting beneficiary services.
- Responds to beneficiary inquiries involving access to and utilization of the Medicare and Medicaid programs and related issues.
- Plans, directs, and coordinates the production of audio and film products such as public service announcements and informational films, and the preparation and publication of general purpose publications such as *The Medicare Handbook*, *The Guide to Nursing Homes*, etc.
- Reviews and clears print, audiovisual, and exhibit plans and materials intended for use with beneficiary populations, and secures such clearances as needed through the Office of the Assistant Secretary for Public Affairs.
- Administers a wide variety of contracts, grant programs and interagency agreements, within HCFA, to assist in the conduct of its beneficiary service responsibilities.
- Works in cooperation with the Office of Media Relations to determine and meet the information needs of the public with respect to issues of concern to beneficiaries and their representatives.
- Coordinates other HCFA activities directly related to beneficiary services as they arise.

**4. Freedom of Information and Privacy Office (FCE)**

- Conducts activities necessary to the receipt, management, response, and reporting requirements of the Department under the Freedom of Information Act (FOIA) regarding all requests received by HCFA.
- Maintains a log of all FOIA requests received by the central office, refers requests to the appropriate components within headquarters, the regions or among carriers and intermediaries for the collection of the documents requested. Makes recommendations and prepares replies to requesters, including denials of information as permitted under FOIA, and drafts briefing materials and responses in connection with appeals of denials decisions.
- Consults with the Office of the General Counsel and the Department of Health and Human Services' Freedom of Information Officer and external agencies regarding denials, releases, and appeals.
- Provides in house training, internal and external work plans, and guidance for FOIA coordinators and management officials in HCFA central and regional office components, and maintains up-to-date knowledge of Federal Court decisions interpreting FOIA.
- Prepares guidelines and Medicare/Medicaid manual changes regarding FOIA program, keeps track of any changes levied for FOIA research process activities, and assures prompt payment.
- Establishes and monitors HCFA's policies and guidelines for the implementation of Privacy Act safeguards of records. This is accomplished by utilizing the administrative issuances system (AIS) guides and training.
- Directs the maintaining and amending of HCFA-wide records for confidentiality and disclosure to the Privacy Act to include: planning, organizing, initiating and controlling privacy matching assignments.
- Develops HCFA comments and recommendations for reports, proposed policy and proposed legislation; coordinates appropriate privacy issues for FOIA requests; and responds to congressional, public and other agencies on Privacy Act issues.
- Publishes notices describing Privacy Act records systems and provides advice and guidance to HCFA components on issues as required by the Privacy Act.
- Follows necessary clearance procedures for proposals, and new system integrations.
- Maintains case records and the FOIA filing system, monitors and

reviews FOIA office production reports and administrative responsibilities.

- Plans, directs, and coordinates studies to ascertain trends and developments in disclosures of information requested under the Freedom of Information Act. Develops these findings into various alternatives and recommendations for the more effective handling of FOI requests and presents them to management prior to implementation. Provides input to the Department on any proposed changes to FOI procedures.
- Defines the scope of requests and adequacy of records available.

Dated: May 19, 1995.

**Donna E. Shalala,**

*Secretary.*

[FR Doc. 95-13182 Filed 5-30-95; 8:45am]

BILLING CODE 4120-01-M

**National Institutes of Health****National Cancer Institute; Notice of Meetings**

Pursuant to Pub. L. 92-463, notice is hereby given of the meetings of the National Cancer Institute for June 1995.

These meetings will be open to the public to discuss administrative details or other issues relating to committee activities as indicated in the notice and for the review of concepts being considered for funding. Attendance by the public will be limited to space available.

These meetings will be closed to the public as indicated below in accordance with the provisions set forth in secs. 552b(c)(4) and 552b(c)(6), Title 5, U.S.C. and sec. 10(d) of Pub. L. 92-463, for the review, discussion and evaluation of individual grant applications, previous site visit reports, and for the critique and evaluation of extramural/intramural programmatic and personnel policies, including consideration of personnel qualifications and performance and the competence of individual investigators. These applications, reports and the discussions could reveal confidential trade secrets or commercial property such as patentable material, and personal information concerning individuals associated with the applications, programs, and projects, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy.

Ms. Carole Frank, the Committee Management Officer, National Cancer Institute, Executive Plaza North, Room 630E, 6130 Executive Blvd MSC 7405, Bethesda, Maryland 20892-7405, (301-496-5708) will provide a summary of the meetings and the roster of