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The meetings will be closed in accordance with the provisions set forth in secs. 552b(c)(4) and 552b(c)(6), Title 5, U.S.C. Applications and/or proposals and the discussions could reveal confidential trade secrets or commercial property such as patentable material and personal information concerning individuals associated with the applications and/or proposals, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy.

(Catalog of Federal Domestic Assistance Program Nos. 93.306, 93.333, 93.337, 93.393-93.396, 93.837-93.844, 93.846-93.878, 93.892, 93.893, National Institutes of Health, HHS)

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Susan K. Feldman,

*Committee Management Officer, NIH.*

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## Public Health Service

### National Institutes of Health; Statement of Organization, Functions, and Delegations of Authority

Part H, Chapter HN (National Institutes of Health) of the Statement of Organization, Functions, and Delegations of Authority for the Department of Health and Human Services (40 FR 22859, May 27, 1975, as amended most recently at 61 FR 14804, April 3, 1996) is amended to reflect the reorganization of the National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK) as follows: (1) Abolish the Office of Program Planning and Evaluation (HNK12); (2) abolish the Office of Disease Prevention and Technology Transfer (HNK15); (3) establish the Office of Scientific Program and Policy Analysis (HNK19); and (4) revise the functional statements for the Office of Administrative Systems Technology (HNK16) and the Division of Extramural Activities (HNK7).

Section HN-B, Organization and Functions is amended as follows: Under the heading National Institute of Diabetes and Digestive and Kidney Disease (HNK), delete the titles and functional statements in their entirety for the Office of Program Planning and Evaluation (HNK12) and the Office of Disease Prevention and Technology Transfer (HNK15) and insert the following:

*Office of Scientific Program and Policy Analysis (HNK19).* (1) Advises the Institute Director concerning emerging scientific and program policy

issues of significance to the Institute and recommends options for their resolution; (2) develops and executes a program for the planning, assessment, and analysis of the Institute's policies, programs, and research accomplishments; (3) provides technical leadership, guidance, and analytic methods for program development and program planning, evaluation, and analysis related to the disease categories and relevant disciplines within the Institute's mission; (4) directs a program for coordination, review, analysis and presentation of Institute policies, programs, and research advances related to health promotion, disease prevention, technology assessment/transfer, consensus development, clinical trials, women's health issues and international activities; (5) assesses the total Institute program in terms of actual accomplishments vs. plans and recommends programmatic actions to correct discrepancies; (6) directs the compilation and analysis of program data and statistics for special studies and advises the Institute Director and his immediate staff concerning resultant operational and policy implications; and (7) in carrying out the above functions, collaborates with other institutes, the Department, and outside organizations.

*Office of Administrative Systems Technology (HNK16).* (1) Provides staff assistance to Institute officials in developing policies and strategies relating to planning, implementation and maintenance of automated administrative systems; (2) designs and conducts studies to determine both system needs and improve efficiency of retrieval and storage of administrative information; (3) serves as a resource for current technological advances and trends in both systems hardware and software; (4) provides expertise in systems programming and staff training; (5) tests new systems technology on a limited basis for particular Institute applications; (6) coordinates Information Resources Management (IRM) activities which include preparation of the Institute's Automated Data Processing Plan, management of the system security program, and maintenance of the system hardware inventory; (7) provides an Institute focus for advice and assistance on system configurations, vendor support and procurement procedures and clearances; (8) provides staff assistance for development of general administrative policies and procedures, conducts management studies as needed, and advises on organizational issues; (9) advises the Director and

Institute staff on matters relating to the Privacy Act and the Freedom of Information Act; (10) assists on matters related to Institute patenting and technology transfer programs; (11) serves as liaison relating to the above functions with appropriate divisions and other organizations at the NIH as well as components within PHS and the Department.

*Division of Extramural Activities (HNK7).* (1) Advises the Institute Director concerning Institute extramural program policies related to research contracts, grants, and training programs; (2) identifies areas for increased efforts and advises the three categorical programs of the development of funding levels; (3) provides scientific merit review of applications for special grant programs and research contract proposals; (4) provides Institute programs with grant and contract management and processing services; (5) maintains a system for operational control of funds for numerous individual program budgets; (6) provides report and statistics related to Institute grant and contract programs through operational and technical support activities in program analysis; (7) represents the Institute on overall NIH extramural and collaborative program policy committees and coordinates such policy within the Institute; (8) coordinates the presentation of Institute research grant and training programs to the National Diabetes and Digestive and Kidney Diseases Advisory Council; (9) coordinates program planning in the extramural activities program area and assesses progress toward objectives within the broad field represented by the categorical diseases programs; (10) designs and executes internal evaluations of the NIDDK committee management function which relates to multiple independent scientific advisory groups; and (11) serves as Institute liaison with NIH and HHS offices performing committee management functions.

Dated: May 8, 1996.

Harold Varmus,

*Director, NIH.*

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