

Dated: August 26, 2002.

John Burckhardt,

Acting Director, Management Analysis and Services Office, Centers for Disease Control and Prevention.

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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

Clinical Laboratory Improvement Advisory Committee (CLIAC): Correction

ACTION: Notice; correction.

TIMES AND DATES: 8:30 a.m.–5 p.m., September 11, 2002. 8:30 a.m.–3:30 p.m., September 12, 2002.

SUMMARY: The Clinical Laboratory Improvement Advisory Committee published a notice in the **Federal Register** of August 20, 2002, announcing a meeting. The location of the meeting has been changed.

Correction

In the **Federal Register** of August 20, 2002, Volume 67, Number 161, Notice, Page 53950, "Place" should read: *Place:* Atlanta Marriott Century Center, 2000 Century Boulevard, NE., Atlanta, Georgia. Telephone: 404/325-0000.

FOR FURTHER INFORMATION CONTACT:

Rhonda Whalen, 770/488-8042.

The Director, Management Analysis and Services Office, has been delegated the authority to sign **Federal Register** Notices pertaining to announcements of meetings and other committee management activities, for both the Centers for Disease Control and Prevention and the Agency for Toxic Substances and Disease Registry.

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Acting Director, Management Analysis and Services Office, Centers for Disease Control and Prevention.

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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

Statement of Organization, Functions, and Delegations of Authority

Part C (Centers for Disease Control and Prevention) of the Statement of

Organization, Functions, and Delegations of Authority of the Department of Health and Human Services (45 FR 6772-76, date October 14, 1980, and corrected at 45 FR 69296, October 20, 1980, as amended most recently at 67 FR 42268-71, dated June 21, 2002) is amended to centralize contract and procurement functions within the Procurement and Grants Office (PGO), Office of Program Services, Centers for Disease Control and Prevention, and restructure PGO.

Section C-B, Organization and Functions, is hereby amended as follows:

Delete the functional statement for the *Office of the Director (CA581)*, *Procurement and Grants Office (CA58)*, *Office of Program Services (CA5)*, and insert the following:

(1) Provides leadership and guidance in all areas of Procurement and Grants Office (PGO) activities; (2) provides technical and managerial direction for the development of CDC-wide policies, procedures, and practices in the acquisition, assistance, and materiel management areas; (3) participates with senior management in program planning, policy determinations, evaluations, and decisions concerning acquisition, assistance, and materiel management; (4) provides direction for award, administration, measures of effectiveness and termination of contracts, purchase orders, grants, and cooperative agreements; (5) maintains a continuing review of CDC-wide acquisition, assistance management, and materiel management operations to assure adherence to laws, policies, procedures, and regulations; (6) maintains liaison with HHS, GSA, and other Federal agencies on acquisition, assistance, and materiel management policy, procedure, and operating matters; (7) provides administrative services and direction for budget, property, travel, and personnel of the PGO; (8) processes data for and maintains the contract information system for CDC and HHS; (9) provides technical and managerial direction for the development, implementation and maintenance of the Integrated Contracts Expert (ICE) System on a CDC-wide basis; (10) provides administrative support activities for training and development of all PGO employees; (11) operates CDC's Small and Disadvantaged Business Program and provides direction and support to various other socioeconomic programs encompassing the acquisition and assistance activities; (12) provides cost advisory support to acquisition and assistance activities with responsibility for initiating requests for audits and

evaluations, and providing recommendations to contracting officer or grants management officer; (13) as required, participates in negotiations with potential contractors and grantees, developing overhead rates for profit and nonprofit organizations, and provides professional advice on accounting and cost principles in resolving audit exceptions as they relate to the acquisition and assistance processes; (14) provides information technology support with responsibility for planning, budgeting, designing, developing, coordinating, monitoring, and implementing IT projects, activities, and initiatives; (15) develops and implements organizational strategic planning goals and objectives.

Delete the title and functional statement for *Contracts Management Branch (Pittsburgh) (CA583)* and insert the following:

Acquisition and Assistance Field Branch (CA583). (1) Plans, directs, and conducts the acquisition of non-personal services, supplies, equipment, research and development, studies, and data collection for NIOSH, NCHS, and other CIOs as directed by PGO management through a variety of contractual mechanisms (competitive and non-competitive); (2) plans, directs, and conducts assistance management activities for NIOSH, NCHS, and other CIOs through the awards of grants and cooperative agreements (competitive and non-competitive); (3) reviews statements of work and assistance applications from a management point of view for conformity to laws, regulations, and policies, and negotiates and issues contract, grant, and cooperative agreement awards; (4) provides continuing surveillance of financial and administrative aspects of acquisition and assistance supported activities to assure compliance with appropriate HHS and CDC policies; (5) gives technical assistance, where indicated, to improve the management of acquisition and assistance supported activities and responds to requests for management information from Officer of Director, headquarters, regional staffs, NIOSH, NCHS, and the public; (6) performs contract and purchasing administrative activities including coordination and negotiation of contract modifications, reviewing and approving contractor billings, resolving audit findings, and performing close-out/termination activities; (7) provides for the collection and reporting of business management and programmatic data, and analyzes and monitors business management data on grants and cooperative agreements; (8) assures that contractor and grantee performance is in