

**FDA Staff Manual Guides, Volume I – Organizations and Functions**

**Department of Health and Human Services**

**Food and Drug Administration**

**Human Foods Program**

**Office of Strategic Programs**

Effective Date: May 13, 2024

**1. Office of Strategic Programs (DCRC).**

- A. Advises and assists key Human Foods Program (HFP) officials concerning the strategic planning, performance, and evaluation of the HFP and related Food and Drug Administration's (FDA) inspections and investigations program foods activities.
- B. Integrates inputs from risk managers, the HFP Surveillance Strategy and Risk Prioritization, Resource Management, Executive Programs, and enabling functions, including FDA's inspections and investigations program foods activities, to determine best alignment of HFP activities towards public health and organizational goals within Administration priorities, Congressional direction, and existing statutory authority.
- C. Establishes annual and multi-year strategic priorities and plans derived from risk-informed decision-making frameworks for the HFP, including FDA's inspections and investigations program foods activities. Leads and coordinates the development of priorities and goals that the HFP, including FDA's inspections and investigations program foods activities, will achieve on annual and multi-year timeframes via a formal strategic planning process.
- D. Develops outcome-based performance measures and indicators for the HFP, in coordination with risk managers and HFP Surveillance Strategy and Risk Prioritization and in alignment with strategic priorities and plans. Monitors, analyzes, and reports progress, accomplishments, and challenges and provides solutions.
- E. Performs analyses of significantly broad HFP issues identified in the planning process or based on performance against metrics to improve overall program performance and increase effectiveness of HFP allocation of resources, including FDA's inspections and investigations program foods functions.

- F. Identifies adjustments to strategic plans and their execution, in coordination with HFP's Executive Programs, based on key performance indicators and results of quality assessments and program evaluations.
- G. Coordinates with the Office of Commissioner, FDA's Planning, Evaluation, and Risk Management programs, and Department of Health and Human Services (HHS) on long-range planning processes.

**2. Authority and Effective Date.**

The functional statements for the Office of Strategic Programs were approved by the Secretary of Health and Human Services on March 5, 2024 and effective on May 13, 2024.

**Department of Health and Human Services  
Food and Drug Administration  
Human Food Program  
Office of Strategic Programs**



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The following is the Department of Health and Human Services, Food and Drug Administration, Human Foods Program, Office of Strategic Programs organization structure depicting all the organizational structures reporting to the Director: