

FDA Staff Manual Guides, Volume I – Organizations and Functions

Department of Health and Human Services

Food and Drug Administration

Human Foods Program

Office of Integrated Food Safety System Partnerships

Office of Retail Food Protection

Division of Retail Food Protection Implementation

Effective Date: May 13, 2024

1. Division of Retail Food Protection Implementation (DCRJBB).

- A. Serves as the Integrated Food Safety System Partnerships (IFSSP) focal point for Retail Food Protection implementation to reduce foodborne illness in retail and foodservice establishments and support an Integrated Food Safety System (IFSS).
- B. Serves as the Human Foods Program primary point of contact for state, local, tribal, and territorial (SLTT) regulatory and public health agencies and regulatory associations to advance retail food protection, in collaboration with the Division of Retail Food Protection Policy, Research, and Risk Assessment.
- C. Leads the development and implementation of national regulatory intervention strategies to reduce foodborne illness in retail and foodservice establishments, in collaboration with the Division of Retail Food Protection Policy, Research, and Risk Assessment.
- D. Leads development and revision of the National Retail Food Regulatory Program Standards.
- E. Represents the FDA's RFPP in national conferences, meetings, seminars, and committees.
- F. Advises the IFSSP Retail Food Protection Director on new or emerging issues, SLTT legislative trends, innovations, and advances in inspection methodology that impact retail food protection.

2. Retail Food Protection Implementation Branch 1 (DCRJBB1).

- A. Provides technical support, guidance, training, and standardization to SLTT regulatory and public health agencies to support the adoption, interpretation, and implementation of the FDA Food Code, National Retail Food Regulatory Program Standards, and risk-based inspection methods to reduce foodborne illness in retail and foodservice establishments and support an IFSS.
- B. Provides technical and inspectional oversight during emergency preparedness and response activities associated with National Special Security Events (NSSEs), natural and man-made disasters, and retail food illness outbreaks/injuries.
- C. Provides subject matter expertise on national internal and external committees and other forums where RFPP implementation is deliberated.

3. Retail Food Protection Implementation Branch 2 (DCRJBB2).

- A. Provides technical support, guidance, training, and standardization to SLTT regulatory and public health agencies to support the adoption, interpretation, and implementation of the FDA Food Code, National Retail Food Regulatory Program Standards, and risk-based inspection methods to reduce foodborne illness in retail and foodservice establishments and support an IFSS.
- B. Provides technical and inspectional oversight during emergency preparedness and response activities associated with NSSEs, natural and man-made disasters, and retail food illness outbreaks/injuries.
- C. Provides subject matter expertise on national internal and external committees and other forums where RFPP implementation is deliberated.

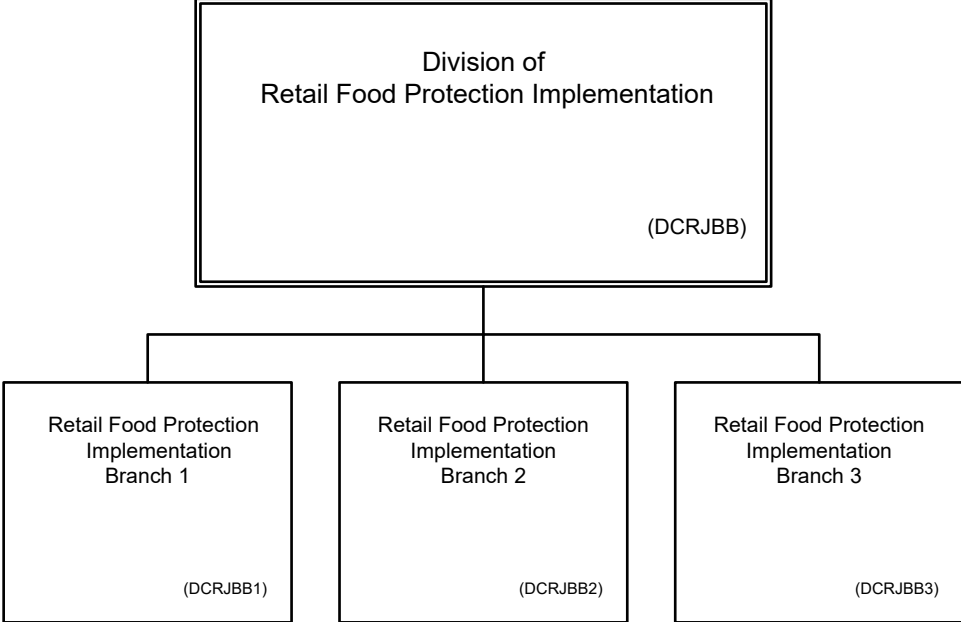
4. Retail Food Protection Implementation Branch 3 (DCRJBB3).

- A. Provides technical support, guidance, training, and standardization to SLTT regulatory and public health agencies to support the adoption, interpretation, and implementation of the FDA Food Code, National Retail Food Regulatory Program Standards, and risk-based inspection methods to reduce foodborne illness in retail and foodservice establishments and support an IFSS.
- B. Provides technical and inspectional oversight during emergency preparedness and response activities associated with NSSEs, natural and man-made disasters, and retail food illness outbreaks/injuries.
- C. Provides subject matter expertise on national internal and external committees and other forums where RFPP implementation is deliberated.

5. Authority and Effective Date.

The functional statements for the Division of Retail Food Protection Implementation 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 Foods Program
Office of Integrated Food Safety System Partnerships
Office of Retail Food Protection
Division of Retail Food Protection Implementation**



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The following is the Department of Health and Human Services, Food and Drug Administration, Human Foods Program, Office of Integrated Food Safety System Partnerships, Office of Retail Food Protection, Division of Retail Food Protection Implementation organization structure depicting all the organizational structures reporting to the Director:

Retail Food Protection Implementation Branch 1 (DCRJBB1)

Retail Food Protection Implementation Branch 2 (DCRJBB2)

Retail Food Protection Implementation Branch 3 (DCRJBB3)