

FDA Staff Manual Guides, Volume I – Organizations and Functions

Department of Health and Human Services

Food and Drug Administration

Office of Operations

Office of Security and Passport Operations

Division of Physical Security and Integration

Effective Date: May 13, 2024

1. Division of Physical Security and Integration (DCNHE).

- A. Responsible for physical security measures designed to safeguard personnel, prevent unauthorized access to property and information, and to protect assets against damage, theft, sabotage, in compliance with Executive Order 12977 and related federal security mandates and standards.
- B. Develops and directs the Food and Drug Administration (FDA)-Wide physical security programs and provides professional leadership and authoritative guidance.
- C. Oversees FDA's 24/7 Security Command Center.

2. Physical Security Branch (DCNHE1).

- A. Oversee compliance with federally mandated physical security requirements and Department of Homeland Security, Interagency Security Committee Standards through conducting customized security risk assessments for all FDA facilities to implement countermeasures to minimize the impact of undesirable events.
- B. Oversees the guard force operation, in partnership with the Department of Homeland Security, Federal Protective Services, and FDA Contract Guard Services.
- C. Manages the FDA lock work services.
- D. Maintains FDA's Visitor Management System.

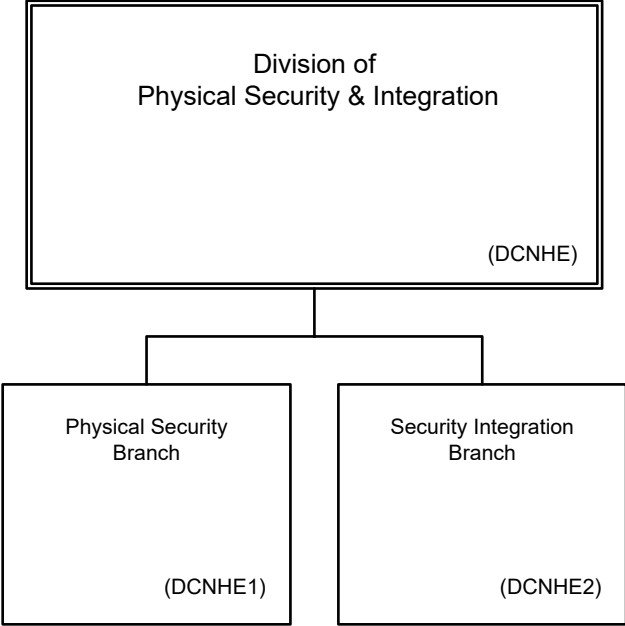
3. Security Integration Branch (DCNHE2).

- A. Provides direction and technical guidance to all FDA Centers and Offices in physical security system integration.
- B. Manages, maintains, and installs the FDA-wide Physical Access Control System (PACS) components for automated and key entry based on verifiable access rights.
- C. Ensures the PACS grants access to only authorized individuals.
- D. Ensures all Video Surveillance Systems are recording continuously.
- E. Ensures all electronic security countermeasures are maintained and functional.

4. Authority and Effective Date.

The functional statements for the Division of Physical Security and Integration were approved by the Secretary of Health and Human Services on March 5, 2024 and effective on May 13, 2024.

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The following is the Department of Health and Human Services, Food and Drug Administration, Office of Operations, Office of Security and Passport Operations, Division of Physical Security and Integration organization structure depicting all the organizational structures reporting to the Director:

Physical Security Branch (DCNHE1)
Security Integration Branch (DCNHE2)