

Center; (10) maintains liaison with CDC public affairs and communications staff offices; (11) provides publications-related activities including editing, preparing articles and drafting news releases, distributing publications, and bibliographic services; and (12) provides public relations and publication-related activities.

Delete the title and functional statement for the *Office of Planning, Evaluation, and Legislation (CN13)* and insert the following:

*Office of Policy, Planning, and Evaluation (CN13).* (1) Coordinates, develops, recommends and implements strategic planning and tracking for NCEH/ATSDR; (2) develops and manages an evaluation program to ensure adequacy and responsiveness of NCEH/ATSDR activities; (3) participates in reviewing, coordinating, and preparing legislation, briefing documents, Congressional testimony, and other legislative matters; (4) maintains liaison and coordinates with other Federal agencies for program planning and evaluation; (5) assists in the development of NCEH/ATSDR budget and program initiatives; (6) provides liaison with staff offices and other officials of CDC; (7) monitors and prepares reports on health-related activities to comply with provisions of relevant legislation; (8) coordinates the development, review, and approval of Federal regulations, Federal Register announcements, request for OMB clearance, and related activities; (9) develops and strengthens strategic partnerships with key constituent groups; and (10) facilitates communication between NCEH/ATSDR and its partners.

Delete the title and functional statement for the *Office of Program Operations and Management (CN14)* and insert the following:

*Office of financial and Administrative Services (CN14).* (1) Plans, manages, directs, and conducts the administrative and financial management operations of NCEH/ATSDR; (2) reviews the effectiveness and efficiency of administration and operation of all NCEH/ATSDR programs; (3) develops and directs systems for (4) provides and coordinates services for the extramural award activities of (5) formulates and executes the budget; and (6) develops and directs a system for cost recovery.

Delete in their entirety the title and functional statement for the *Emergency Response Coordination Group (CN15).*

Delete in their entirety the title and function statement for the *Information Resources Management Group (CN17).*

Delete in their entirety the title and functional statement for the

*Surveillance and Programs Branch (CN73), Division of Environmental Hazards and Health Effects (CN7).*

Delete in their entirety the title and functional statement for the *Risk Assessment and Communication Section (CN745), Radiation Studies Branch (CN74), Division of Environmental Hazards and Health Effects (CN7).*

Delete in their entirety the title and functional statement of the *Lead Poisoning Prevention Branch (CN75), Division of Environment Hazards and Health Effects (CN7).*

After the functional statement for the *Air Pollution and Respiratory Health Branch (CN76)*, insert the following:

*Environmental Health Tracking Branch (CN78).* (1) Coordinates development of training, capacity, and infrastructure to support and sustain the national environment public health tracking network; (2) develops and maintains quality partnerships with key stakeholders; (3) facilitates communication and coordination of environmental public health tracking activities across and within health and environmental agencies; (4) facilitates and conducts scientific activities for environmental public health tracking; (5) disseminates, communicates, and promotes use of environmental public health tracking information to diverse audiences; and (6) conducts continuous quality improvement for environmental public health tracking activities.

Delete in their entirety the title and functional statement for the *Biometry Branch (CN77), Division of Environmental Hazards and Health Effects (CN7).*

After the functional statement for the *Division of Laboratory Sciences (CN8)*, insert the following:

*Division of Emergency and Environmental Health Services (CN9).*

(1) Provides national and international leadership for the coordination, delivery, and evaluation of emergency and environmental health services, with emphasis on uniquely exposed or susceptible populations; (2) ensures the participation and involvement of the public and other stakeholders in the Division's programs, as appropriate; (3) maintains liaison with, and serves as a primary Federal resource for, emergency and environmental health service delivery to Federal, state, and local agencies; national, international, and private organizations; and academic institutions; (4) works in collaboration with other NCEH Divisions and CIOs throughout CDC to respond to, and where designated, coordinate PHS activities associated with international complex humanitarian emergencies, and

with emergency response to technological and environmental disasters; (5) serves as the national focus for conducting cruise-line vessel sanitation inspections and maintaining sanitation standards including conducting diarrheal disease surveillance and disease outbreak investigations on vessels; (6) coordinates the reviews of Federal Environmental Impact Statements for HHS; (7) serves as the HHS and CDC focus for ensuring public health protection associated with chemical demilitarization processes and activities conducted by the Department of Defense and its contractors; (8) plans, develops, implements, and evaluates training programs, workshops, technical manuals and guidelines, and model standards to strengthen the technical capacity of environmental health practitioners in constituent agencies and organizations; (9) serves as the lead agency for coordinating efforts designed to achieve national program objectives and performance standards related to the elimination and prevention of childhood lead poisoning; and (10) coordinates Division activities with other CDC organizations and HHS agencies, as appropriate.

*Office of the Director (CN91).* Plans, directs and manages the activities of the Division.

*Environmental Public Health Readiness Branch (CN92).* (1) Serves as the HHS and CDC focus for chemical demilitarization-related activities; (2) conducts reviews of Department of Defense (DOD) chemical demilitarization plans, calling on appropriate experts within and outside PHS; (3) reviews air monitoring and analytical plans and performance for demilitarization of chemical weapons; (4) ensures that adequate provisions are made for public health and worker safety during chemical demilitarization activities; (5) coordinates with DOD agencies and state and local health and environmental agencies activities concerning chemical demilitarization plans and operations, including the evaluation of medical readiness; (6) performs site visits prior to, and during, chemical demilitarization operations; (7) reviews and provides relevant public health information to health professionals and the public, and ensures the participation and involvement of the public and other stakeholders, as appropriate; (8) reviews on-site emergency response plans for chemical demilitarization activities; (9) coordinates the reviews of Federal Environmental Impact Statements for HHS; (10) coordinates Branch activities through the Division and other CDC