

**GOVERNMENT PUBLISHING OFFICE****Depository Library Council to the Director; Meeting**

The Depository Library Council (DLC) to the Director, Government Publishing Office (GPO) will meet on Monday, October 17, 2016 through Wednesday, October 19, 2016 in Arlington, Virginia. The sessions will take place from 8 a.m. to 5:30 p.m., Monday and Tuesday and 8:00 a.m. to 12:30 p.m., on Wednesday. The meeting will be held at the Doubletree Hotel, 300 Army Navy Drive, Arlington, Virginia. The purpose of this meeting is to discuss the Federal Depository Library Program. All sessions are open to the public. The United States Government Publishing Office is in compliance with the requirements of Title III of the Americans with Disabilities Act and meets all Fire Safety Act regulations.

**Davita Vance-Cooks,**

*Director, Government Publishing Office.*

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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 67772-76, dated October 14, 1980, and corrected at 45 FR 69296, October 20, 1980, as amended most recently at 81 FR 54091-54094, dated August 15, 2016) is amended to reflect the reorganization of the Office of Safety, Security and Asset Management, Office of the Chief Operating Officer, Centers for Disease Control and Prevention.

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

Delete and replace the title and the mission and function statements for the *Office of Safety, Security and Asset Management (CAJS)* and insert the following:

*Office of Safety, Security and Asset Management (CAJS).* The Office of Safety, Security and Asset Management (OSSAM) serves as the lead organizational entity for providing a safe, secure, functional, and healthy workplace environment for the Centers

for Disease Control and Prevention (CDC) and Agency for Toxic Substances and Disease Registry (ATSDR) staff while ensuring environmental stewardship and appropriate management of CDC assets.

*Office of the Director (CAJS1).* (1) Directs, manages, coordinates and evaluates the programs and activities of OSSAM service offices; (2) develops goals and objectives, and provides leadership, policy formulation, and guidance in program planning and development; and (3) provides advice and counsel to the CDC Director, the Chief Operating Officer, and other senior Office of the Director (OD) and Centers/Institute/Offices (CIO) officials on all OSSAM programs and activities.

*Office of Operations (CAJS13).* (1) Oversees technical programs to ensure a safe, secure, and healthy workplace while ensuring all worksite issues are properly addressed and brought to closure; (2) provides oversight and guidance to CIOs through OSSAM liaison officers who support programs as the key contact for matters related to safety, security, facilities, logistics, and sustainability, and (3) manages space requests and provides recommendations to the Chief Operating Officer for approval for all CDC CIOs.

*Office of Financial, Administrative, and Information Services (CAJS13B).* (1) Provides administrative guidance, advice, and support to OSSAM employees; (2) manages OSSAM information technology support, including system development, maintenance, design, and implementation; (3) provides direction, strategy, analysis, and operational support in all aspects of OSSAM's human capital management and administrative operations; (4) develops and implements internal policies and procedures, including developing related communications; (5) provides employee and labor relations support; (6) serves as the point of contact between OSSAM OD and each of the CDC Business Service Offices; (7) provides overall budgetary support and oversight for OSSAM, including budget planning, execution, monitoring, and reporting; (8) provides oversight, guidance and approval for the procurement process OSSAM-wide; (9) provides oversight of property accountability, including appointing an OSSAM property accountability officer; (10) provides guidance and oversight related to the records management requirements and process; and (11) establishes and enforces OSSAM-related travel policies.

*Office of Policy, Performance, and Communications (CAJS13C).* (1)

Provides technical and managerial direction for the development of organizational and CDC-wide policies as it relates to safety, security, and asset management to support CDC's public health science and programs; (2) participates with senior management in program planning, policy determinations, evaluations, and decisions concerning escalation points for safety, security, and asset management; (3) provides leadership, coordination, and collaboration on issues management and triaging, and ensures the process of ongoing issues identification, management, and resolution; (4) conducts policy analysis, tracking, review, and clearance as it relates to safety, security, and asset management to support CDC's public health science and programs; (5) coordinates with CDC-Washington on authorizations; (6) coordinates with the CDC Office of Financial Resources regarding budget justifications and appropriation matters; (7) manages and responds to Congressional inquiries and media requests as it relates to safety, security, and asset management to support CDC's public health science and programs; (8) serves as the point of contact for the policy analysis, technical review, and final clearance of executive correspondence and policy documents that require approval from the CDC Director, CDC Leadership Team, or officials; (9) leads OSSAM performance management, including the development of strategic plans, performance metrics, dashboards, Quarterly Program Review materials, and Office of the Chief Operating Officer performance management initiatives; (10) provides OSSAM-wide communications support which includes presentations, messages, clearances, emergency notifications, and meetings; (11) ensures accurate and consistent information dissemination, including Freedom Of Information Act requests and CDC's Division of Issues Management, Analysis, and Coordination controlled correspondence; (12) ensures consistent application of CDC correspondence standards and styles; and (13) provides leadership, technical assistance, and consultation in establishing best practices in internal and external business communication and implements external communication strategies to promote and protect CDC's brand (e.g., employee communications, intranet, internet and other communication platforms).

*Public Health Intelligence Office (CAJS14).* (1) Provides leadership and operational and technical support for