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§ 371.3 Plant Protection and Quarantine.

The PPQ Operational Support unit and the four PPQ regional offices, under the administrative direction of the Administrator and the functional and technical direction of the Deputy Administrator, PPQ, are responsible for Plant Protection and Quarantine as follows:

(a) *PPQ operational support.* (1) Participating with the Deputy Administrator, PPQ, in the overall planning and formulation of all PPQ programs and activities.

(2) Directing, coordinating, and integrating the activities of subordinate staffs that provide operational support, guidance, and planning to field programs conducted in the four domestic regions.

(3) Developing and maintaining cooperative relationships and programs with other Federal agencies, State and local governments, and industry with regard to plant protection activities and programs designed to protect farm crops and other valued plant life from harmful insects, nematodes, diseases, and weeds.

(b) *PPQ regional offices.* (1) Participating with the Deputy Administrator, PPQ, in the operational planning and implementation of policies, programs, and activities of PPQ.

(2) Planning, providing leadership, coordinating, and conducting PPQ regional programs and activities to protect the Nation's agriculture from harmful plant pests and diseases, and preventing the entry of these plant pests and diseases and animal diseases into the United States or their spread in foreign commerce. (Activities relating to animal diseases are concerned with import and export of animal products and byproducts).

(3) Developing and maintaining cooperative relationships and programs with other Federal agencies, State and local governments, and industry with regard to plant protection activities and programs designed to protect farm crops and other valued plant life from harmful insects, nematodes, diseases, and weeds.

§ 371.4 Veterinary Services.

The VS Operational Support unit and the four VS regional offices, under the administrative direction of the Administrator and the functional and technical direction of the Deputy Administrator, VS, are responsible as follows:

(a) *VS Operational Support.* (1) Participating with the Deputy Administrator, VS, in the overall planning and formulation of policies, programs, and activities of VS within the APHIS framework.

(2) Directing, coordinating, and integrating the activities of subordinate staffs that provide operational support, guidance, and planning to field programs involving the detection, control, and/or eradication of animal diseases and parasites, and involving the enforcement of quarantines governing the importation and exportation of live animals, animal semen, and eggs.

(3) Monitoring and evaluating ongoing programs to ensure that they are effective, efficient, and in compliance with laws, regulations, and policies.

(4) Providing technical guidance, advice, and information in support of field operations units and personnel.

(5) Coordinating and monitoring VS import and export programs.

(6) Negotiating animal health protocols with foreign countries to facilitate the export of United States livestock.

(7) Cooperating with other APHIS organizations and other Federal and private agencies in developing plans, programs, and procedures to protect the nation's livestock and poultry resources.

(8) Maintaining close liaison and cooperative relationships with other APHIS organizations, the Agricultural Research Service, other Federal and private agencies, and colleges and universities involved in research and development activities relating to the control and eradication of animal diseases and other programs relating to VS objectives and missions.

(b) *VS Regional Offices.* (1) Participating with the Deputy Administrator, VS, in the overall planning and formulation of all policies, programs, and activities of VS.

(2) Planning, providing leadership, and coordinating VS programs and activities within the Region (comprising

several States) to protect the health of livestock, poultry, and other valued animal life through the detection, control and/or eradication of animal diseases and parasites and through the enforcement of quarantines governing the importation and exportation of live animals, animal semen, eggs, and other live animal tissues and specimens.

(3) Supervising, directing, coordinating, and integrating the activities of subordinate Area Offices that are responsible for the conduct of Federal and multi-State cooperative programs.

§371.5 Management and Budget.

The Budget and Accounting Division, Human Resources Division, Administrative Services Division, Information Systems and Communications Division, Resource Management Systems and Evaluation Staff, Equal Opportunity and Civil Rights Staff, Equal Opportunity Counseling, and the Field Servicing Office, under the direction of the Deputy Administrator for Management and Budget, are responsible as follows:

(a) *Budget and Accounting Division.* (1) Participating with the Deputy Administrator for M&B in the overall formulation of all administrative management policies, programs, and activities for APHIS, ACS, and OT.

(2) Planning, providing staff leadership and administering the budget and related programs and the fiscal and related management programs necessary to meet the requirements of program and administrative activities in APHIS, ACS, and OT.

(3) Assisting in formulating current and long-range policies and programs relating to APHIS, ACS, and OT budget and multi-year programs and financial plans and coordinating the development of the documentation of these programs and plans.

(4) Assisting in developing the accounting and related financial systems necessary for APHIS, ACS, and OT. Developing procedures and instructions to implement the systems, and maintaining these systems.

(5) Planning and providing for the selection, documentation, negotiation, and implementation of cooperative agreements.

(b) *Human Resources Division.* (1) Participating with the Deputy Administrator for M&B in the overall formulation of all administrative management policies, programs, and activities for APHIS, FGIS, ACS, P&SA, and OT.

(2) Planning for and providing staff leadership and assistance to managers and program leaders of APHIS, FGIS, ACS, P&SA, and OT in the areas of organization, position management, performance appraisal, position classification, salary and wage administration, placement, employee relations, and labor management relations.

(3) Providing leadership in the development of personnel policy for recruitment, employee development, training, and the Foreign Service Personnel System.

(4) Leading and coordinating personnel management review and evaluation activities throughout APHIS to ensure that personnel management programs are effective, efficient, and in compliance with laws, regulations, and policy.

(5) Providing certain operating personnel services for APHIS, FGIS, ACS, P&SA, OT, and AMS, was agreed upon by APHIS and each of the other Agencies.

(6) Developing, implementing, and maintaining a career management initiative and organizational development program.

(c) *Administrative Services Division.* (1) Participating with the Deputy Administrator for M&B in the overall formulation of all administrative management policies, programs, and activities for APHIS, FGIS, ACS, P&SA, OT, and AMS.

(2) Planning for and providing staff leadership and operating administrative services and assistance to managers and supervisors in: Real and personal property management and utilization; procurement of supplies, equipment, and services through competitive and noncompetitive procedures or from established contract sources; safety, health and environmental concerns; development and control of forms and reports; records security; printing and distribution; mail and shuttle service; and directives management. Providing overall direction and coordination for the design and construction of facilities.