Procedures for Revision of PHS Technology Transfer Policy and Procedure Manuals

A. PURPOSE

The purpose of this Manual Chapter is to establish the procedures of the U.S. Public Health Service (PHS) agencies, comprising the National Institutes of Health (NIH), the Food & Drug Administration (FDA), and the Centers of Disease Control (CDC), (collectively, Agencies), to revise the PHS Technology Transfer Policy Manual and PHS Technology Transfer Procedure Manual.

B. REVISIONS TO THE PHS TECHNOLOGY TRANSFER POLICY MANUAL

Revisions to the PHS Technology Transfer Policy Manual require the PHS Technology Transfer Policy Board’s vote and approval.

C. REVISIONS TO THE PHS TECHNOLOGY TRANSFER PROCEDURE MANUAL

Revisions to the PHS Technology Transfer Procedure Manual require approval by the NIH Office of Technology Transfer (NIH OTT) and PHS Technology Development and Transfer Committee, as represented by its Chair. In addition, procedures may, as appropriate, also require approval based on the subject matter by the NIH Office of Extramural Research, the NIH Office of Intramural Research, the NIH Office of General Counsel, the NIH Office of Financial Management, FDA, or CDC. The procedures in the PHS Technology Transfer Procedure Manual are intended as a guide to implement relevant PHS policies. Reasonable deviations are anticipated from the steps outlined therein where they would more effectively advance relevant PHS policy objectives.

D. EFFECTIVE DATE

The procedures set forth in this Manual Chapter are effective December 8, 2010, and supersede in their entirety the procedures first approved on June 29, 2009.

E. ADDITIONAL INFORMATION

For additional information on this Manual Chapter, contact the Office of Technology Transfer, NIH, (301) 496-7057 or http://www.ott.nih.gov/contact-us.