

# US Department of Health and Human Services

## Third Party Websites and Applications Privacy Impact Assessment

**Date Signed:**

June 10, 2021

**OPDIV:**

OS

**Name:**

Small and Disadvantaged Business Utilization (OSDBU) vFair

**TPWA Unique Identifier:**

T-4421404-047256

**Is this a new TPWA?**

Yes

**Will the use of a third-party Website or application create a new or modify an existing HHS/OPDIV System of Records Notice (SORN) under the Privacy Act?**

No

**If SORN is not yet published, identify plans to put one in place.**

null

**Will the use of a third-party Website or application create an information collection subject to OMB clearance under the Paperwork Reduction Act (PRA)?**

No

**Indicate the OMB approval number expiration date (or describe the plans to obtain OMB clearance).**

Expiration Date: 1/1/01 12:00 AM

**Describe the plans to obtain OMB clearance.**

Explanation: Per guidance provided on <https://pra.digital.gov/do-i-need-clearance/> website, OMB approval is not required.

**Does the third-party Website or application contain Federal Records?**

No

**Describe the specific purpose for the OPDIV use of the third-party Website or application:**

vFAIRs is a virtual and hybrid event hosting tool that OSBDU will use to reach out to Small and Disadvantaged Businesses to register for the upcoming conference. The application will enable OSBDU to host an on-line symposium on June 29, 2021. In this event, OSBDU will support small business communities with training and counseling objectives integral to engaging, equipping, and educating small business owners about the federal procurement process. Note: vFAIRs is just conference hosting and not an information repository for future use. OSBDU will use the vFAIRs tool for one-time conference hosting. OSBDU will not share participants' registration information.

**Have the third-party privacy policies been reviewed to evaluate any risks and to determine whether the Website or application is appropriate for OPDIV use?**

Yes

**Describe alternative means by which the public can obtain comparable information or services if they choose not to use the third-party Website or application:**

Since vFAIRs is a conference hosting tool, all small business participants will need to use vFAIRs to register for the OSBDU on-line conference. The public cannot use an alternative means to obtain the OSBDU conference registration service. Registration for the OSBDU on-line conference is entirely voluntary. Any small business owners who desire to receive training and counseling about the federal procurement process will register for the conference using the registration link available at: <https://www.hhsaccess2success.com/>.

**Does the third-party Website or application have appropriate branding to distinguish the OPDIV activities from those of nongovernmental actors?**

Yes

**How does the public navigate to the third-party Website or application from the OPDIV?**

An external hyperlink from an HHS Website or Website operated on behalf of HHS

**Please describe how the public navigate to the thirdparty website or application:**

Small businesses will visit <https://www.hhsaccess2success.com/> website for more information on the conference registration process and the link for registration.

**If the public navigate to the third-party website or application via an external hyperlink, is there an alert to notify the public that they are being directed to a nongovernmental Website?**

Yes

**Has the OPDIV Privacy Policy been updated to describe the use of a third-party Website or application?**

Yes

**Provide a hyperlink to the OPDIV Privacy Policy:**

<https://www.hhs.gov/answers/hhs-administrative/what-is-the-hhs-privacy-policy/index.html>

**Is an OPDIV Privacy Notice posted on the third-party website or application?**

Yes

**Is PII collected by the OPDIV from the third-party Website or application?**

Yes

**Will the third-party Website or application make PII available to the OPDIV?**

Yes

**Describe the PII that will be collected by the OPDIV from the third-party Website or application and/or the PII which the public could make available to the OPDIV through the use of the third-party Website or application and the intended or expected use of the PII:**

HHS OSDBU will collect participant's name and title, business email address, business phone number, organization name, location information, and business website URL to register participants for the conference.

**Describe the type of PII from the third-party Website or application that will be shared, with whom the PII will be shared, and the purpose of the information sharing:**

PII from the third-party Website or application that will not be shared.

**If PII is shared, how are the risks of sharing PII mitigated?**

Not applicable.

**Will the PII from the third-party website or application be maintained by the OPDIV?**

No

**Describe how PII that is used or maintained will be secured:**

PII that is used or maintained will be protected using encryption. The role based access control is also enforced to access the information. Only system owner and business can access the information.

**What other privacy risks exist and how will they be mitigated?**

None