

Office of Regulatory Affairs Partners Portal (ORAPP) Security Overview Knowledge Article

ORA Partners Portal (ORAPP) Security Overview

The ORA Partners Portal (ORAPP) is a data exchange (DX) system used by regulatory partners to share food safety data with FDA. Security features such as **ORAPP login accounts** and **reCAPTCHA** are implemented in ORAPP to safeguard business data and personal identifiable information (PII) of ORAPP users. ORAPP also contains **public** and **private** pages to manage access to ORA DX capabilities and data. Public pages are accessible to everyone and provide general information on the ORA DX program, systems, training, and resources. ORAPP private pages are exclusive to users with an ORAPP login account, typically FDA and regulatory partners, and provide access to data sharing capabilities for **inventory**, **inspection**, and **sample** data.

ORAPP Login Accounts

ORAPP login accounts are the primary security feature implemented in ORAPP to secure private pages and prevent unauthorized activity. ORAPP login accounts ensure only authorized users such as FDA and regulatory partners participating in the ORA DX program can access private pages. Access to private pages is determined by the user's role and varies from user to user based on their participation in specific ORAPP data sharing capabilities. Regulatory partners must be fully onboarded in an ORA DX capability to receive an ORAPP account.

Requests for ORAPP login accounts must be reviewed and **approved by the ORA DX Outreach Coordinator** before an account is created. The ORA DX Outreach Coordinator will validate the **user's agency participation in the ORA DX program, confirm ORA DX onboarding status**, and confirm **participation in data sharing capabilities** prior to approving an ORAPP login account request. For security purposes, users will receive two separate emails from <u>ORADX.Support@fda.hhs.gov</u> once the request has been approved. One email contains the username and the other email contains the temporary password.

To request an ORAPP account:

- 1. Navigate to the ORAPP Contact Us page.
- 2. Select **ORAPP User Support** on the Category dropdown menu.
- 3. Select New Account Request on the Subcategory dropdown menu.
- 4. On the Data Sharing Area dropdown menu, select the **data sharing area** in which your firm participates.
- 5. Then, enter your first name, last name, and email address in the respective fields.
- 6. If any additional information should be included with the request, enter the details in the Message section.
- 7. Perform the reCAPTCHA verification and select Submit.



Con	tact Us		
* Category * Category * Subcategory * Data Sharing Area * First Name * Last Name * Email Address Phone Number Message Click * * * * * * * * * * * * *	ORAPP User Support New Account Request Sample ubin Tobe ubin Tobe@fake.gov the "I'm not a robot" checkbox to complete the anti-spam verification process. I'm not a robot recAPTCHA Privey-Terme pmit Clear All cates required field	•	Phone Contact the ORA Applications Help Desk at 240-247-8803 FAQ Frequently Asked Ouestions (FAQ) about the ORA Data Exchange

Alternatively, an email can be sent to the <u>ORADX.Info@fda.hhs.gov</u> mailbox with the following information:

- 1. Full Name
- 2. State Agency or FDA Email Address
- 3. State Agency/Firm Name (Regulatory Partners Only)
- 4. ORA DX System and Participating Capabilities (Regulatory Partners Only)

ORAPP First Time Login

To log into ORAPP for the first time:

- 1. Navigate to the <u>ORAPP website</u> in your browser.
- 2. Select Login on the top-right side of the ORAPP home page. The ORAPP Login page displays.





- 3. Read the disclaimer and select the checkbox next to the **Accept** field. The Username and Password fields display.
- 4. Enter the **username** and **initial password** in the respective fields and select **Login**. An email containing a one-time PIN is sent to the email address associated with the user's ORAPP account and the Second Factor Authentication page displays.

More the constraints to many other federal agencies, and in a few cases links to private organizations. Not are subject to that site's privacy policy when you leave this site. FDA is not responsible for the contents of any "section".	P Lo	gin
More: the QRAPP login process now requires a second verification method. You will receive a one-time PIN via email after valid credentials are entered on this page. DACOFIDENTIAL INFORMATION DISCLAIMER Any information accessed or printed by this system is provided for fileal use only by the U.S. Food and Drug Administration (FDA), remains property of the FDA, and must be used exclusively in a coordance with the written assurance to protect the confidentiality of the information signed by you and/or your agency. It may contain protected, privileged, or confidential non-public information are corrected written permission allowing turther disclosure of confidential commercial or personal privacy information obtained from FDA could be a civil or criminal violation and way carry legal consequences for the disclosing official. ENDENSEMENT DISCLAIMER - LINK TO OTHER SITES This website has links to many other federal agencies, and in a few cases links to private organizations. You are subject to that site's privacy policy when you leave this site. FDA is not responsible for the contents of any "off-site" web page referenced from this server. P Accept Login		
DACONFIDENTIAL INFORMATION DISCLAIMER: Any information accessed or printed by this system is provided for official use only by the U.S. Food and Drug Administration (FDA), remains property of the FDA, and must be used exclusively in accordance with the written assurance to protect the confidential non-public information signed by you and/or your agency. It may contain protected, privileged, or confidential non-public information signed by you and/or your agency. It may contain protected, privileged, or confidential non-public information signed by you and/or your agency. It may contain protected, privileged, or confidential non-public information signed by you and/or your agency. It may contain protected, privileged, or confidential conservery or other the associated information signed by you and/or your agency. It may contain protected, privileged, or confidential non-public information signed by you and/or your agency. It may contain protected, privileged, or confidential accommercial or personal privacy information obtained from FDA could be a civil or criminal violation and may carry legal consequences for the disclosure. Unauthorized disclosure of confidential commercial or personal privacy information obtained from FDA could be a civil or criminal violation and may carry legal consequences for the disclosure of private websites. Reference in this website to any specific commercial products, process, service, manufacturer, or company does not be secure of a consessibility on other federal or private websites. Reference in this website for the contents of any "off-site" web page referenced from this service. Image:		NOTE: The ORAPP login process now requires a second verification method. You will receive a one-time PIN via email after valid credentials are entered on this page.
Any information accessed or printed by this system is provided for official use only by the U.S. Food and Drug Administration (FDA), remains property of the FDA, and must be used exclusively in accordance with the written assurance to protect the confidential non-public information signed by you and/or your agency. It may contain protected, privileged, or confidential non-public information signed by you and/or your agency. It may contain protected, privileged, or confidential non-public information signed by you and/or your agency. It may contain protected, privileged, or confidential non-public information signed by you and/or your agency. It may contain protected, privileged, or confidential non-public information signed by you and/or your agency. It may contain protected, privileged, or confidential conservery or dreft webs who are not covered under the associated information stating agreement unless FDA and must be used exclusively in formation obtained from FDA could be a civil or criminal violation and may carry legal consequences for the disclosing official.	F	DA CONFIDENTIAL INFORMATION DISCLAIMER:
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This website has links to many other federal agencies, and in a few cases links to private organizations. You are subject to that site's privacy policy when you leave this site. FDA is not responsible for Section 508 compliance (accessibility) on other federal or private websites. Reference in this website to any specific commercial products, process, service, manufacturer, or company does not constitute its endorsement or recommendation by the U.S. Government or FDA. FDA is not responsible for the contents of any "off-site" web page referenced from this server.	E	NDORSEMENT DISCLAIMER - LINK TO OTHER SITES:
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Username Testtester1 Password Login		Accept
Login	U P	sername Test tester1 assword
		Login

5. Enter the one-time PIN provided in the email into the Enter One Time Pin field and select Login.



Ū		
		Second Factor Authentication
		Enter your Single Sign-On credentials below
		Enter One Time Pin: 216238
		Return to options Login

a. If the email was not received or if the PIN entered was rejected:
 i. Select Return to options.



- ii. Select One Time Pin through Email and then select the email address listed.
- iii. Select **OK** to generate a new one-time PIN.

ORACLE Access Manager	
	Second Factor Authentication Please choose your prefered method © one Time Pin through Email © sharita Appergrida.his.gov
	OK

- 6. Once the one-time PIN has been accepted, the security questions page displays. Select **three security questions** and enter the corresponding **answers**.
- 7. Select **Save**. The security questions and answers are stored and the Set Up New Password page displays.

FDA U.S. FOOD & DRUG	ORA Partn	ers Portal	Logout
	Set Up Security Questions Follow the tips below to set up your security questions. A good answer: • Should not be obvious • Should not be known by other parties • Must be at least 3 characters long Note: Answers are not case-sensitive Security Questions	Answers	
	What was the make of your first vehicle?	Nissan	
	What is the name of your childhood best friend?	Daniel	
	What was your childhood phone number?	555-555-555	
	Save Clear All		

- 8. Enter the FDA-provided password in the **Temporary Password** field.
- 9. Enter a new password in the **New Password** field that meets the password requirements listed on the page.
- 10. Re-enter the new password in the **Confirm New Password** field and select **Save**. A password change confirmation message displays.

FDA U.S. FOOD & DRUG	ORA Partners Portal	Logout
	User Account Management	
	Set Up New Password * Temporary Password * Temporary Password * New Password * Confirm New Password Clear All	

11. Select **Proceed to ORAPP Homepage**. The ORAPP homepage displays.



FDA U.S. FOOD & DRUG	ORA Par	tners Portal		Logout	
User Account Management					
Password has been changed successfully! Proceed to ORAPP Homepage					
FDA U.S. FOOD & DRUG	FDA.gov	FoodSHIELD	FSMA		
	155	PFP	Vulnerability Disclosure Policy		

ORAPP Password Expiration

ORAPP login account passwords expire every 60 days. Starting 14 days prior to password expiration, ORAPP displays a password expiration warning message upon login. The warning message provides an option to **change the password** or **proceed without changes**. If the password is not changed, the warning message displays every day upon login until the password is changed or expires.

ORACLE Access Manager	
	Your password will expire in 11 days. Chance your password now. Click here to continue without changes
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ORAPP login account passwords can be changed at any time using the **Change Password** feature. To change your password in using the **Change Password** feature in ORAPP:

- 1. While logged in to ORAPP, select your **username** at the top-right corner of the page and select **Change Password**.
- 2. Enter your current password in the Current Password field.
- 3. Enter a new password that meets the password requirements listed on the page in the **New Password** field.
- 4. Re-enter the new password in the Confirm New Password field and select Save.



reCAPTCHA

reCAPTCHA is a security feature implemented in ORAPP to prevent abusive activities and spamming by distinguishing human activity from that of bots and malicious software. reCAPTCHA verification is required for all users regardless of login status when submitting an inquiry on the <u>ORAPP Contact Us</u> page. Public users and users not logged into ORAPP must also complete reCAPTCHA verification on the <u>ORAPP e-Learning page</u> when viewing an e-Learning course.

e-Learning	
All e-Learning training materials for the ORA DX Systems are available here	. For more information about the ORA DX e-Learning, submit a request via the Contact Us page.
To access an e-Learning course:	
1. Review the course descriptions and determine the course you want to laur	nch.
2. Enter your State and Organization in the boxes below.	
* State District of Columbia	
* Indicates required field	
3. Check the "I'm not a robot" checkbox and complete the reCAPTCHA securi I'm not a robot RECAPTCHA Security: Terma 4. Click the "Launch" button under the selected course.	ity process.
▶ ORA DX Overview	
▶ Inventory Data Sharing	
Inspection Data Sharing	



To complete reCAPTCHA verification:

- 1. Select the **checkbox** next to the reCAPTCHA field.
- 2. If prompted, follow the onscreen instructions to complete the reCAPTCHA verification and select **Next** or **Verify**.



3. The reCAPTCHA verification displays a green checkmark once completed. **Note**: reCAPTCHA verification expires after 60 seconds. A new reCAPTCHA verification is required to perform an additional task on the page once the verification has expired.

For ORA DX Support, com	olete the form below or contact the ORA Applications Help Desk at 240-247-8803.				
* Category	Enhanced DX Client User Support	•	Dhana		
* Subcategory	Demo Request	6	Contact the OBA Applications Holp Dack at		
* First Name	Tema		240-247-8803		
* Last Name	Arish	2	FAQ		
* Email Address	tarish@dre.gov		Frequently Asked Questions (FAQ) about the ORA Data Exchange		
Phone Number					
Message Click	he "I'm not a robot" checkbox to complete the anti-spam verification process.				
V I'm not a robot					
Sub * India	mit Clear All cates required field				



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Contact Us

The ORA DX Training team would love to hear from you to continuously improve ORA DX training. Contact the ORA DX Training Team with training inquiries, requests, or feedback via the <u>ORAPP</u> <u>Contact Us Page</u>.