

To Leave a Comment on the HHS Rule Change

1. To leave a public comment go to:
<https://www.federalregister.gov/documents/2024/10/03/2024-17095/hhs-acquisition-regulation-regulatory-review>
2. This will take you to the page for the proposed rule "HHS Acquisition Regulation: Regulatory Review":

The screenshot shows the top portion of the Federal Register website. At the top, there is a navigation bar with 'Sections', 'Browse', 'Search', 'Reader Aids', and 'My FR'. Below this is the 'FEDERAL REGISTER' logo and the text 'The Daily Journal of the United States Government'. A blue banner indicates 'Proposed Rule'. The main heading is 'HHS Acquisition Regulation: Regulatory Review', followed by the text 'A Proposed Rule by the Health and Human Services Department on 10/03/2024'. A green button labeled 'SUBMIT A PUBLIC COMMENT' is visible, along with a note that the comment period ends on 12/02/2024 and that 13 comments have been received. Below the main heading, there is a sidebar with navigation options like PDF, Document Details, and Table of Contents, and a main content area with document headings and agency information.

3. In the top right, just under the rule name, click the green box with "SUBMIT A PUBLIC COMMENT" written in white:

This screenshot is similar to the one above but highlights the 'SUBMIT A PUBLIC COMMENT' button with a red circle. The button is green with white text and is located in the top right area of the page, just below the rule name and the comment period information. The rest of the page layout, including the navigation bar, logos, and document details, is identical to the previous screenshot.

4. This will open a small panel where you can type your comment:

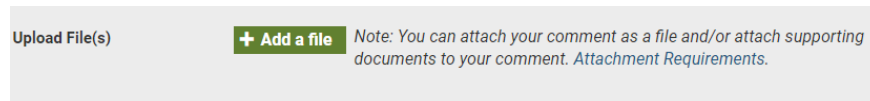
The screenshot shows the 'regulations.gov' comment form for 'HHS Acquisition Regulation: Regulatory Review'. The form includes a header with the Federal Register logo and navigation links. Below the title, it states 'A Proposed Rule by the Health and Human Services Department on 10/03/2024'. A notification indicates the comment deadline is 12/02/2024 at 11:59 pm EST. The form contains a 'Comment' field with a gold asterisk, an 'Upload File(s)' section, an 'Email' field, and radio buttons for 'An Individual', 'An Organization', and 'Anonymous'. At the bottom, there are 'SUBMIT COMMENT' and 'Preview Comment' buttons, along with a privacy notice link.

5. In the large white box next to "Comment" with the gold asterisk, you may type your comment:

This image is a close-up of the comment form. On the left, the label 'Comment*' is displayed in a bold, black font, with a gold asterisk and three small dots below it. To the right of the label is a large, empty white text input box with a thin black border. The text 'This is a bad rule...|' is typed into the box, with a vertical cursor at the end of the line.

- a. Click inside the white box and begin typing
- b. This section is mandatory

6. Optionally, if you would prefer to upload a file, click the small green box with "+Add a file" written in white just below the large white box:



7. You may leave the email blank
8. Next, you will have to complete the "Tell us about yourself! I am..." section:

- a. You will have an option of selecting "An Individual," "An Organization," or "Anonymous"
- I. To select your category, just click the circle below your choice
- b. If you chose to submit as "An Individual," you will have to leave your first name and last name (the other fields are optional)
- c. If you choose to submit as "Anonymous," you can jump to the end
9. Finally, click the box next to "I read and understand the statement above," and click submit comment: