



eFSAP APHIS/CDC Form 1 Amendments

Section 6 Amendment: Add New Building



Form 1 Amendments: Section 6 – Add New Building

Click Form 1 on your entity's landing page.

The screenshot shows a web interface for the University of Select Agents. At the top, there is a navigation bar with tabs for Home, Form 1 (highlighted with a red box), Form 2, Form 3, Form 4, Inspections, and Admin Center. Below the navigation bar, the page title is "University of Select Agents".

The main content area displays agent details in a grid format:

- LEAD AGENCY:** CDC
- REGISTRATION STATUS:** Approved
- REGISTRATION EXPIRES:** 01/30/2022 (with a download icon)
- Facility Address:** [Redacted]
- Registration #:** 20200130-091620
- Responsible Official Name:** [Redacted]
- Responsible Official Business #:**
- Responsible Official Emergency #:**
- Primary FSAP POC:** [Redacted]
- Primary POC Office #:** 123-456-7890
- Primary POC Mobile #:** 999-124-7891
- Secondary FSAP POC:** [Redacted]
- Secondary POC Office #:** [225-222-2222](tel:225-222-2222)
- Secondary POC Mobile #:** 333-333-3333

Below the details is a "Notifications" section with a bell icon. It includes a button "Archive Selected" and radio buttons for "Current" (selected), "Archived", and "Flagged". Below this is a table with columns for "Select All", "From", "Type", "Date And Time", and "Notification". The "Select All" column contains a checkbox.

Select All	From	Type	Date And Time	Notification
<input type="checkbox"/>				

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Select “Amend”.

Select an Action ✕

Select an action for the APHIS/CDC FORM 1 APPLICATION FOR REGISTRATION FOR POSSESSION, USE, AND TRANSFER OF SELECT AGENTS AND TOXINS.

An entity will complete APHIS/CDC Form 1 to apply to possess, use, or transfer select agents and toxins (as described in 7 CFR part 331, 9 CFR part 121, and 42 CFR part 73). The APHIS/CDC Form 1 is also used to amend an approved registration.

[View](#) [Amend](#)

[Exit](#)

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Use the dropdown to select “Section 6 – Add New Building”, and click **Ok**.

Select the type of Amendment you would like to perform

Section 6 - Add New Building

Ok

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Enter the building number and complete questions 1-3.

Add Building

Building Number:

1. What security features are present outside of the building(s) where select agents and/or toxins are used or stored? (Check all that apply):

- Security lighting
- Bars/security film on windows
- Exterior intrusion detection system
- Perimeter fence
- Roving guards
- Video surveillance of all access points
- Vehicle screening
- Other

None

Click **Add Building** at the bottom of the page.

Cancel **Add Building**

A dialog box will appear. Click **OK**.

webapp.ipsastest.com says

By clicking 'Ok', this form will be added to the entity data for Section 6.
Do you wish to proceed?

OK Cancel

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The new building will display in Section 6 with an “no rooms assigned” status.

Section 6 A/B - Buildings and Suites/Rooms

All Current Historical

Building	Room/Suite	Status	Tier 1	Suite	#Rooms	Storage
<input type="radio"/> 6	No Rooms Assigned	Unassigned				
<input type="radio"/> Building 1	<input type="radio"/> Tier 1 Storage Only Room	Approved	<input checked="" type="checkbox"/> Tier 1	<input type="checkbox"/> Suite	1	<input checked="" type="checkbox"/> Storage
<input type="radio"/> Building 2	<input type="radio"/> Room 1 - Tier 1 Lab and Storage Suite	Approved	<input checked="" type="checkbox"/> Tier 1	<input checked="" type="checkbox"/> Suite	5	<input checked="" type="checkbox"/> Storage

A notification will display indicating a new building was added.

 Notifications

Current Archived

From	Type	Date And Time	Notification
fte advanced	Form1 View	12/5/2019 10:59:58 AM	Section 6 - Building "6" was added by "fte advanced" (State: Unassigned)

Additional Assistance

- ❑ The eFSAP Resource Center has resources to assist with the use of eFSAP.
- ❑ For technical assistance with eFSAP, or for assistance with the Secure Asset Management System (SAMS), please submit a help request ticket at eFSAP Customer Support Request Form, email eFSAPSupport@cdc.gov, or call 1 (877) 232-3322.
- ❑ For all other inquiries regarding your entity's registration, please contact your designated FSAP point of contact (POC).

