



Electronic Federal Select Agent Portal (eFSAP) APHIS/CDC Form 1 Amendment Section 6 – Modify Room or Suite



Amendment Submission

To submit an amendment, begin by selecting **Form 1** on the home page.

Form 1 Form 2 Form 3 Form 4 Inspections

Federal Select Agent Program Portal

Entity: eFSAP Test Entity

LEAD AGENCY: CDC REGISTRATION STATUS: Approved REGISTRATION EXPIRES: 01/09/2019

Facility Address: 1020 Valley Drive, Atlanta, GA 30333-1234

Responsible Official Name: Steve Stevenson Responsible Official Title: Director of Science Responsible Official Address: 1020 Valley Drive, Atlanta, GA 30329

Registration #: 20161010-1852 Application #: c0c7e336-f01e-e711-80cf-001dd8003fe2 Type Status: Commercial - Profit

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](#) [Amendment History](#)

[Exit](#)

Section 6 – Modify Room or Suite

Use the dropdown to select “Section 6 – Modify Room or Suite”.

Select the type of Amendment you would like to perform

Section 6 - Modify Room or Suite

Please select from the following:

Building 1 / Lab and Storage Suite / Long Term Storage Only

Complete your cover letter for this amendment:

Add a lab to the suite.

Ok

Use the dropdown to select the building.
Enter your cover letter and click **ok**.

Section 6 – Modify Room or Suite

The “**Section 6 - Modify Room or Suite**” amendment allows you to add or remove biosafety levels.

This laboratory is operated at (add that apply):

Select a BSL 

Add a biosafety level

ABSL3	
BSL3	
NIHBL3	

To add a biosafety level (BSL), select the BSL using the dropdown and click **Add a biosafety level**.

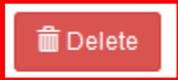
To remove a BSL, click the trash bin next to the BSL you would like to remove.

Click **Save and Return to Amendment**.

Section 6 – Modify Room or Suite

Rooms can be deleted from a suite using the “Section 6 - Modify Room or Suite” amendment.

List All Rooms in Suite:

Room Type ABSL3/NIHBL3 Lab and Storage	Lab & Storage ABSL3 NIHBL3	<input checked="" type="checkbox"/> HEPA Filtered	
Room Type ABSL3/NIHBL3 Lab Only	Lab & Storage ABSL3 NIHBL3	<input type="checkbox"/> HEPA Filtered	
Room Type BSL3/NIHBL3 Lab and Storage	Lab & Storage BSL3 NIHBL3	<input checked="" type="checkbox"/> HEPA Filtered	

Click **Delete** next to the room you would like to remove.
Click **Save and Return to Amendment**.

Section 6 – Modify Room or Suite

The “**Section 6 - Modify Room or Suite**” amendment allows you edit room/suite information.

1. Will this suite/room be used for Tier 1 select agent and/or toxin?
 Yes No

2. Access to suite/room where select agent and/or toxin is stored or used is controlled by (check all that apply):

- Lock and key
- Card access system
- Card access system with PIN
- Biometric System
- Other

3. Access to the storage unit(s) where select agent and/or toxin are housed is controlled by (check all that apply):

- No access control on the storage unit(s)
- Lock and Key
- Card access system
- Card access system with PIN
- Biometric System

Enter the changes you would like to make, and click **Save and Return to Amendment**.

Section 6 –Modify Room or Suite (Add a Room to a Suite)

The “**Section 6 - Modify Room or Suite**” amendment allows you to add a room to a suite.

1. To begin, use the dropdown to select a room type.

2. Enter a room name, use the dropdown to make selections and click “**Add Suite Room**”.

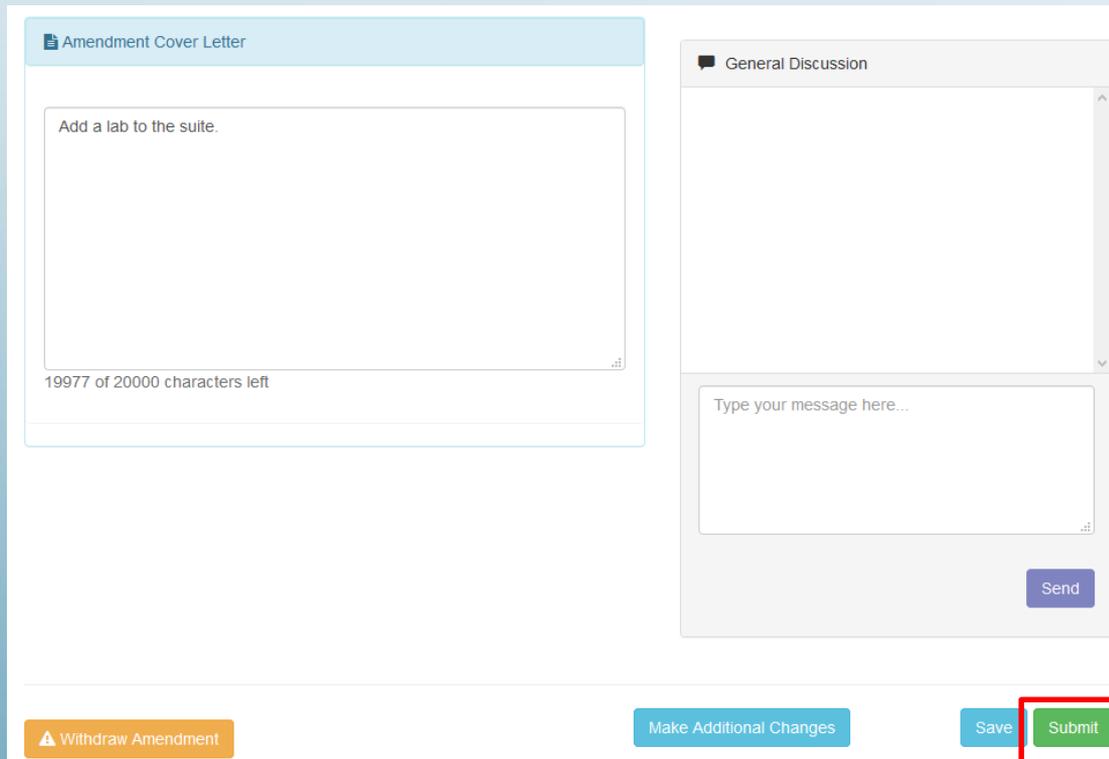
3. The added room will display.

Section 6 – Modify Room or Suite (Add a Room to a Suite)

Click **Save and Return to Amendment**.



Review and/or edit the amendment cover letter, and click **Submit**.



Once submitted a notification will display on the home page.

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).