



# Electronic Federal Select Agent Program (eFSAP) Information System - Updates

APHIS/CDC Form 1

Section 4 – Add/Remove/Modify/Reapply Personnel

Federal Select Agent  
Program Training





# APHIS/CDC FORM 1

## Section 4, Personnel Changes



Federal Select Agent Program Information System

  
responsible.official4@dev.cdciaps.com  
(responsible official4)  
[Sign Out](#)

- Form 1**
- Form 2
- Form 3
- Form 4

### eFSAP Test Entity

**LEAD AGENCY:** CDC

**REGISTRATION STATUS:** Approved

**REGISTRATION EXPIRES:** 03/23/2022 

**Facility Address:** 1020 Valley Drive, Atlanta, GA 30329-1234

**Registration #:** 20200401-103033

Select Form 1  
from your entity  
home screen.



# APHIS/CDC FORM 1

## Section 4, Personnel Changes



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](#)

[Close](#)

Select “Amend” to initiate a personnel change.



# APHIS/CDC FORM 1

## Section 4, Personnel Changes



Select the type of amendment you would like to perform.

**Amendment Selection**

Welcome to the Form 1 Amendment page. Before we get started we need a little information. Below are the types of Amendments available for this form and actions specific to the Amendment.

Select the type of Amendment you would like to perform

- Section 1 - Change Entity Name, Abstract, or Type
- Section 1 - Change Entity Physical or Additional Address
- Section 2 - Sign Section 2
- Section 3 - Add Select Agent or Toxin
- Section 3 - Reactivate Select Agent or Toxin
- Section 4 - Add/Remove/Modify/Reapply Personnel**
- Section 4 - Change Responsible Official
- Section 5A - Modify Entity-Wide Security Assessment and Incident Response
- Section 5B - Modify Entity-Wide Biosafety/Biocontainment
- Section 5C - Modify Entry Requirements for Federal Select Agent Programs Inspectors
- Section 6 - Add New Building
- Section 6 - Add New Room or Suite
- Section 6 - Modify Building
- Section 6 - Modify Room or Suite
- Section 6 - Reactivate Room or Suite
- Section 6 - Remove Building
- Section 7AC - Add New Work Objective
- Section 7AC - Modify Work Objective and/or Attachment(s)
- Section 7AC - Remove Approved Work Objective



# APHIS/CDC FORM 1

## Section 4, Personnel Changes



For personnel changes, select “Section 4 Amendment” and click “Ok”.

A screenshot of a web application dialog box titled "Amendment Selection". The dialog box has a close button (X) in the top right corner. The main text reads: "Welcome to the Form 1 Amendment page. Before we get started we need a little information. Below are the types of Amendments available for this form and actions specific to the Amendment." Below this text is a prompt: "Select the type of Amendment you would like to perform". A dropdown menu is open, showing the selected option: "Section 4 - Add/Remove/Modify/Reapply Personnel". At the bottom right of the dialog box, there is a blue button labeled "Ok" with a red arrow pointing to it. The background of the screenshot shows a registration status of "Approved" and an expiration date of "03/23/2022".



# APHIS/CDC FORM 1

## Section 4, Personnel Changes



# APHIS/CDC Form 1

## Section 4 – Add/Remove/Modify/Reapply Personnel

*Add personnel*





# APHIS/CDC FORM 1

## Section 4, Add Personnel



Enter:

1. Last name
2. First name
3. DOB
4. Click “generate new DOJ number”\*
5. Indicate if Tier 1 access and/or responsibility for inventory

The screenshot shows a web form titled "New Person" with the following fields and annotations:

- Last Name:** Input field containing "Smith", annotated with a red "1".
- First Name:** Input field containing "William", annotated with a red "2".
- DOJ Number:** Empty input field.
- Date of Birth:** Input field containing "12/25/1980", annotated with a red "3".
- Business E-mail Address:** Input field containing "e.g. user@website.com".
- Title:** Empty input field.
- Business Telephone #:** Input field with a placeholder "( ) - - x - -".
- Business Fax #:** Input field with a placeholder "( ) - - x - -".
- Mailing Address (NOT a post office box):** Empty input field.
- City:** Empty input field.
- Emergency Telephone #:** Input field with a placeholder "( ) - - x - -".
- State:** Dropdown menu with "-- Select an op" and a downward arrow.
- Zip:** Input field with a placeholder " - - -".
- Access/Responsibility:** Two checkboxes:  Tier 1 Access and  Inventory. Red arrows point to these checkboxes.
- Buttons:** A blue button labeled "Generate new DOJ number" is annotated with a red "4" and an arrow pointing to it.

\*If the person being added already has a DOJ, the Responsible Official obtains the individual’s previously assigned DOJ number from FSAP and enters the information into eFSAP.



# APHIS/CDC FORM 1

## Section 4, Add Personnel



Assign Roles

**Primary Roles**

RO\*

ARO

Owner/Controller

PI

Laboratorian

Animal Care Staff

Unescorted visitors

**Support Roles**

Maintenance

Janitorial

Administrative

IT

Other

Safety

Security

Shipping/Receiving

**Select a primary and/or support role. Multiple roles can be selected.**

\* The box for RO cannot be selected. Changes to the Responsible Official (RO) is a separate amendment.



# APHIS/CDC FORM 1

## Section 4, Add Personnel



**Assign Roles**

**Primary Roles**

RO

ARO

Owner/Controller

PI

Laboratorian

Animal Care Staff

Unescorted visitors

**Assigned PI:**

**Tier 1**  
Britney Beck  
Killian Lopez  
Sam Samuelson

**Support Roles**

Maintenance

Janitorial

Administrative

IT

Other

Safety

Security

Shipping/Receiving



A laboratorian requires an assigned PI who is responsible for supervising the laboratorian. A drop-down menu appears with the currently approved PIs. Multiple PIs can be selected.



# APHIS/CDC FORM 1

## Section 4, Add Personnel



SRA Information

Approval Status: <u>Not Set</u>	Initial Application Date	Not Set	Access Approval Date	Not Set	Access Withdrawal Date	Not Set
---------------------------------	--------------------------	---------	----------------------	---------	------------------------	---------

Close [+ Add personnel](#)

Once all information is entered, the blue “Add personnel” button at the bottom of the page will become active. Select this button to add this person as pending to your registration.



# APHIS/CDC FORM 1

## Section 4, Add Personnel



 **Signature Required**

I certify that information and training on safety, security, and incident response for working with select agents and toxins has been or will be provided to the individuals listed above before they have access to select agents and toxins. Training will address the needs of the individual, the work being performed, and risks posed by the select agents and/or toxins. Annual refresher training will be provided for these individuals. Written records and the means used to verify that the individuals understood the training will be maintained for at least three years.

---

**RO Signature:**  × **Date:**

**responsible official4**

Please type name as above. 

**When adding a laboratorian, animal care staff, support staff, or an unescorted visitor, the RO or ARO will need to electronically sign the document to verify the person has been or will be trained.**



# APHIS/CDC FORM 1

## Section 4, Add Personnel – ARO



<b>Business E-mail Address:</b> <input type="text" value="wsmith@efsap.com"/> 238 of 254 characters left	<b>Title:</b> <input type="text" value="Biosafety Officer"/> 83 of 100 characters left	<input checked="" type="checkbox"/> Tier 1 Access <input type="checkbox"/> Inventory
<b>Business Telephone #:</b> <input type="text" value="(404)555-5555 x_____"/>	<b>Business Fax #:</b> <input type="text" value="(404)555-5556 x_____"/>	<b>Emergency Telephone #:</b> <input type="text" value="(404)321-1234 x_____"/>
<b>Mailing Address (NOT a post office box):</b> <input type="text" value="1020 Valley Drive, Atlanta, GA "/> 170 of 200 characters left	<b>City:</b> <input type="text" value="Atlanta"/> 43 of 50 characters left	<b>State:</b> Georgia <input type="button" value="v"/> <b>Zip:</b> <input type="text" value="30329-1234"/>
<b>Assign Roles</b>		
<b>Primary Roles</b>		
<input type="checkbox"/> RO	<input checked="" type="checkbox"/> ARO	<input type="checkbox"/> Owner/Controller
<input type="checkbox"/> PI	<input type="checkbox"/> Laboratorian	<input type="checkbox"/> Animal Care Staff
	<input type="checkbox"/> Unescorted visitors	

If ARO is selected, you are required to enter contact information for the person.



# APHIS/CDC FORM 1

## Section 4, Add Personnel



The new person displays in a “Pending” status until the Access Status is approved.

Last Name	First Name	DOJ#	Approval Stat.	Roles	Tier 1	Supervising PIs	Initial Applicat.	BRAG Received D.	Access Appro.	Access Expira.	Access Withd.		
k							Start Date End Date						
Kepler	Johannes	JK070812	Pending	Security	No		08/03/2020					Edit	History



# APHIS/CDC FORM 1

## Section 4, Add Personnel



The “Initial Application Date” will be the date that the person was added.



Last Name	First Name	DOJ#	Approval Stat.	Roles	Tier 1	Supervising PIs	Initial Applicat.	BRAG Received D.	Access Appro.	Access Expira.	Access Withd.		
k							Start Date End Date						
Kepler	Johannes	JK070812	Pending	Security	No		08/03/2020					Edit	History



# APHIS/CDC FORM 1

## Section 4, Add Personnel



### Notifications

Filter:

Current  Archived  Flagged

Select All	From	Type	Date And Time	Notification	
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="checkbox"/>	responsible o...	Form1 <a href="#">View</a>	8/3/2020 2:23:56 PM	Section 4 - Johannes Kepler with DOJ number JK070812 was added (State: Pending) by responsible official4	<input type="button" value="Flag"/>



The action will show in your notification center.



# APHIS/CDC FORM 1

## Section 4, Add Personnel



If the person is approved to access BSAT:

- FSAP will update the “Access Approved” and “Access Expiration” dates
- The person’s Approval Status will change to “unrestricted”

Last Name	First Name	DOJ#	Approval Stat.	Roles	Tier 1	Supervising PIs	Initial Applicat.	BRAG Received D.	Access Appro.	Access Expira.	Access Withd.		
k							Start Date End Date						
Kepler	Johannes	JK070812	Unrestricted	Security	No		08/03/2020	08/03/2020	08/03/2020	08/03/2023		Edit	History





# APHIS/CDC FORM 1

## Section 4, Remove Personnel



# APHIS/CDC Form 1

## Section 4 – Add/Remove/Modify/Reapply Personnel

*Remove personnel*



# APHIS/CDC FORM 1

## Section 4, Remove Personnel



For personnel changes, select “Section 4 Amendment” and click “Ok”.

A screenshot of a web application dialog box titled "Amendment Selection". The dialog box has a white background and a grey border. At the top right, there is a close button (an 'x' icon). The main content area contains the following text: "Welcome to the Form 1 Amendment page. Before we get started we need a little information. Below are the types of Amendments available for this form and actions specific to the Amendment." Below this text is a heading: "Select the type of Amendment you would like to perform". Underneath the heading is a dropdown menu with a blue border and a downward-pointing arrow on the right. The selected option in the dropdown is "Section 4 - Add/Remove/Modify/Reapply Personnel". At the bottom right of the dialog box, there is a blue button with the text "Ok" in white. A red arrow points to this button. At the bottom of the dialog box, there is a footer with the text "REGISTRATION STATUS: Approved" and "REGISTRATION EXPIRES: 03/23/2022".



# APHIS/CDC FORM 1

## Section 4, Remove Personnel



Last Name	First Name	DOJ#	Approval Stat.	Roles	Tier 1	Supervising PIs	Initial Applicat.	BRAG Received D.	Access Appro.	Access Expira.	Access Withd.		
k							Start Date End Date						
Kepler	Johannes	JK070812	Unrestricted	Security	No		08/03/2020	08/03/2020	08/03/2020	08/03/2023		Edit	History



To remove a person, click the edit button to the right of the person's information.



# APHIS/CDC FORM 1

## Section 4, Remove Personnel



SRA Information

Approval Status: Unrestricted

Initial Application Date: 08/03/2020

Access Approval Date: 08/03/2020

Access Expiration Date: 08/03/2023

Close Remove Update

Finalize

No longer requires access due to a change in job duty

No longer part of select agent program

No longer employed at the entity

Deceased

Assumed a position at another entity

Entity registration is being withdrawn

Other

Reason for removal

No longer employed at the entity

Finalize

1. Select "Remove"

2. The "Reason for Removal" dropdown becomes active and contains drop-down selectors. Choose one or choose the other and type a reason in the text box.

3. Select "Finalize"



# APHIS/CDC FORM 1

## Section 4, Remove Personnel



### Section 4 - Entity Personnel

All  Pending  Unrestricted  **Withdrawn**  Expired  Restricted  Denied

All  RO/ARO Personnel  Principal Investigator  Science Personnel  Support Personnel



Last Name	First Name	DOJ#	Approval Stat.	Roles	Tier 1	Supervising PIs	Initial Applicat.	BRAG Received D.	Access Appro.	Access Expira.	Access Withd.		
ke	j						Start Date End Date						
Kepler	Johannes	JK070812	Withdrawn	Security	No		08/03/2020	08/03/2020	08/03/2020	08/03/2023	08/03/2020	Edit	History

The removed person will immediately show up on your entity's list of withdrawn personnel, the "Access Withdrawn Date" will be the same date the person was removed.



# APHIS/CDC FORM 1

## Section 4, Remove Personnel - PI



**Assign Roles**

**Primary Roles**

RO  ARO  Owner/Controller  PI

Laboratorian  Animal Care Staff  Unescorted visitors

**Support Roles**

Maintenance  Janitorial  Administrative  IT  Other

Safety  Security  Shipping/Receiving

**Approved Work Objectives**

#WO001149.001.001 - Status: Approved

**SRA Information**

Approval Status: <u>Unrestricted</u>	Initial Application Date: 08/05/2020	Access Approval Date: 08/05/2020	Access Expiration Date: 08/05/2023
--------------------------------------	--------------------------------------	----------------------------------	------------------------------------

Assignment Status: Active

**Information**

You cannot remove this PI because they are associated with an Agent Strain in Section 7B.  
You cannot remove this PI because they are the only PI on a Draft, Pending, Approved or Suspended Work Objective.

Close Remove Update

A PI cannot have any strains assigned in Section 7B and cannot be a solo PI on approved work objectives prior to the PI being removed from Section 4.

The warnings at the bottom will alert the user why the PI cannot be removed.



# APHIS/CDC FORM 1

## Section 4, Remove Personnel - PI



When the PI has no strains and no solo Work Objectives, the warnings will not appear, and the Remove button will be available.

Upon clicking Remove, the PI will automatically be removed as a supervising PI and a popup will list all individuals who will need to be assigned a new one.

Assign Roles

Primary Roles

RO  ARO  Owner/Controller  PI

Laboratorian  Animal Care Staff  Unescorted visitors

Support Roles

Maintenance  Janitorial  Administrative  IT  Other

Safety  Security  Shipping/Receiving

Approved Work Objectives

No approved work objectives

SRA Information

Approval Status: <u>Unrestricted</u>	Initial Application Date: 02/25/2019	Access Approval Date: 02/25/2019	Access Expiration Date: 02/25/2022
--------------------------------------	--------------------------------------	----------------------------------	------------------------------------

Assignment Status: Unassigned

Close Remove Update

webapp.ipsastest.com says

Upon proceeding with this change, the following individuals will be left without a supervising PI. After proceeding, please update these personnel to assign them a new supervising PI.:

Gregor Mendel, DOJ: CM070521

OK Cancel



# APHIS/CDC FORM 1

## Section 4, Modify Personnel



# APHIS/CDC Form 1

## Section 4 – Add/Remove/Modify/Reapply Personnel

*Modify personnel*



# APHIS/CDC FORM 1

## Section 4, Modify Personnel



Select the type of amendment you would like to perform.

Amendment Selection

Welcome to the Form 1 Amendment page. Before we get started we need a little information. Below are the types of Amendments available for this form and actions specific to the Amendment.

Select the type of Amendment you would like to perform

- Section 1 - Change Entity Name, Abstract, or Type
- Section 1 - Change Entity Physical or Additional Address
- Section 2 - Sign Section 2
- Section 3 - Add Select Agent or Toxin
- Section 3 - Reactivate Select Agent or Toxin
- Section 4 - Add/Remove/Modify/Reapply Personnel**
- Section 4 - Change Responsible Official
- Section 5A - Modify Entity-Wide Security Assessment and Incident Response
- Section 5B - Modify Entity-Wide Biosafety/Biocontainment
- Section 5C - Modify Entry Requirements for Federal Select Agent Programs Inspectors
- Section 6 - Add New Building
- Section 6 - Add New Room or Suite
- Section 6 - Modify Building
- Section 6 - Modify Room or Suite
- Section 6 - Reactivate Room or Suite
- Section 6 - Remove Building
- Section 7AC - Add New Work Objective
- Section 7AC - Modify Work Objective and/or Attachment(s)
- Section 7AC - Remove Approved Work Objective



# APHIS/CDC FORM 1

## Section 4, Modify Personnel



Select the edit button next to the person you want to modify.

### Section 4 - Entity Personnel

All  Pending  Unrestricted  Withdrawn  Expired  Restricted  Denied

All  RO/ARO Personnel  Principal Investigator  Science Personnel  Support Personnel

Last Name	First Name	DOJ#	Approval Status	Roles	Tier 1	Supervising PIs	Initial Applicatio...	BRAG Received D...	Access Approval...	Access Expiratio...	Access Withdra...		
<input type="text" value="L"/>	<input type="text" value="Luk"/>	<input type="text"/>	<input type="text" value="Start Date"/> <input type="text" value="End Date"/>	<input type="text"/>	<input type="text"/>								
Lancaster II	Luke	LL070201	Unrestricted	Laboratorian	Yes	Alexander Fleming	10/25/2017	10/30/2017	11/01/2017	11/01/2020		<a href="#">Edit</a>	<a href="#">History</a>





# APHIS/CDC FORM 1

## Section 4, Modify Personnel



1. Modify the fields accordingly

2. A signature will be required for changes to all personnel other than RO/ARO/PIs

3. Select the blue update button on the bottom of the page

✕ Edit - Luke Lancaster II

Last Name:  88 of 100 characters left  
First Name:  96 of 100 characters left

DOJ Number:

Date of Birth:

Business E-mail Address:  Title:   
 Tier 1 Access  Inventory

Business Telephone #:  Business Fax #:  Emergency Telephone #:

Mailing Address (NOT a post office box):  City:  State:  Zip:

Assign Roles

Primary Roles

RO  ARO  Owner/Controller  PI  
 Laboratorian  Animal Care Staff  Unescorted visitors

Assigned PI:

Tier 1  
Alexander Bell  
Daniel Bernoulli  
George Carver  
Alexander Fleming

Support Roles

Maintenance  Janitorial  Administrative  IT  Other  
 Safety  Security  Shipping/Receiving

✎ Signature Required

I certify that information and training on safety, security, and incident response for working with select agents and toxins has been or will be provided to the individuals listed above before they have access to select agents and toxins. Training will address the needs of the individual, the work being performed, and risks posed by the select agents and/or toxins. Annual refresher training will be provided for these individuals. Written records and the means used to verify that the individuals understood the training will be maintained for at least three years.

RO Signature:  Date:   
responsible official4  
Please type name as above.  
Previous Signer responsible official4

SRA Information

Approval Status: <u>Unrestricted</u>	Initial Application Date: <input type="text" value="10/25/2017"/>	Access Approval Date: <input type="text" value="11/01/2017"/>	Access Expiration Date: <input type="text" value="11/01/2020"/>
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# APHIS/CDC FORM 1

## Section 4, Modify Personnel



### Notifications

Filter:

Archive Selected Current  Archived  Flagged

Select All	From	Type	Date And Time	Notification	
<input type="checkbox"/>					
<input type="checkbox"/>	responsible o...	Form1 <a href="#">View</a>	9/9/2020 9:48:28 AM	Section 4 - Alexander Bell with DOJ number JS070245 was modified by responsible official4	<a href="#">Flag</a>
<input type="checkbox"/>	responsible o...	Form1 <a href="#">View</a>	9/9/2020 9:47:55 AM	Section 4 - Gregor Mendel with DOJ number JJ070277 was modified by responsible official4	<a href="#">Flag</a>
<input type="checkbox"/>	responsible o...	Form1 <a href="#">View</a>	9/9/2020 9:47:26 AM	Section 4 - Daniel Bernoulli with DOJ number KL070225 was modified by responsible official4	<a href="#">Flag</a>
<input type="checkbox"/>	responsible o...	Form1 <a href="#">View</a>	9/9/2020 9:46:52 AM	Section 4 - Luke Lancaster II with DOJ number LL070201 was modified by responsible official4	<a href="#">Flag</a>

The notification center will update to reflect that the person was modified.



# APHIS/CDC FORM 1

## Section 4, Reapply Personnel



# APHIS/CDC Form 1

## Section 4 – Add/Remove/Modify/Reapply Personnel

*Reapply personnel*



# APHIS/CDC FORM 1

## Section 4, Reapply Personnel



Select the type of amendment you would like to perform.

Amendment Selection

Welcome to the Form 1 Amendment page. Before we get started we need a little information. Below are the types of Amendments available for this form and actions specific to the Amendment.

Select the type of Amendment you would like to perform

- Section 1 - Change Entity Name, Abstract, or Type
- Section 1 - Change Entity Physical or Additional Address
- Section 2 - Sign Section 2
- Section 3 - Add Select Agent or Toxin
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- Section 6 - Add New Building
- Section 6 - Add New Room or Suite
- Section 6 - Modify Building
- Section 6 - Modify Room or Suite
- Section 6 - Reactivate Room or Suite
- Section 6 - Remove Building
- Section 7AC - Add New Work Objective
- Section 7AC - Modify Work Objective and/or Attachment(s)
- Section 7AC - Remove Approved Work Objective



# APHIS/CDC FORM 1

## Section 4, Reapply Personnel



### Section 4 - Entity Personnel

All  Pending  Unrestricted  Withdrawn  Expired  Restricted  Denied

All  RO/ARO Personnel  Principal Investigator  Science Personnel  Support Personnel

Last Name	First Name	DOJ#	Approval Status	Roles	Tier 1	Supervising PIs	Initial Applicatio...	BRAG Received D...	Access Approval...	Access Expiratio...	Access Withdra...		
r	S		with				Start Date End Date						
Ride	Sally	SR070819	Withdrawn	Principal Investig...	No		08/26/2020	08/01/2020	08/26/2020	08/26/2023	08/27/2020	<input checked="" type="button" value="Edit"/>	<input type="button" value="History"/>



**Toggle to All Users and click “Edit” for the person you wish to reapply.**



# APHIS/CDC FORM 1

## Section 4, Reapply Personnel



1. Select “Reapply”

2. You will receive a pop-up warning box stating: This person's approval status will be reset to 'Pending', and their existing access dates and role(s) will be cleared. Are you sure?

3. Select OK to continue

### Assign Roles

**Primary Roles**

RO       ARO       Owner/Controller       PI

Laboratorian       Animal Care Staff       Unescorted visitors

**Support Roles**

Maintenance     Janitorial     Administrative     IT     Other

Safety     Security     Shipping/Receiving

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**Reason Removed**

No longer employed at the entity

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**SRA Information**

Approval Status: <u>Withdrawn</u>	Initial Application Date	08/03/2020	Access Approval Date	08/03/2020	Access Withdrawal Date	08/03/2020
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# APHIS/CDC FORM 1

## Section 4, Modify Personnel



### Notifications

Filter:

Current  Archived  Flagged

Select All	From	Type	Date And Time	Notification	
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="checkbox"/>	Branch Chief	Form1 <a href="#">View</a>	9/9/2020 9:34:44 AM	Section 4 - Sally Ride with DOJ number SR070819 was reapplied by Branch Chief	<input type="button" value="Flag"/>

The notification center will update to reflect that the person was modified.



# APHIS/CDC FORM 1

## Section 4, Reapply Personnel



Last Name ▲	First Name ▼	DOJ# ▼	Approval Status ▼	Roles ▼	Tier 1 ▼	Supervising Pls ▼	Initial Applicatio..x	BRAG Received D..x	Access Approval..x	Access Expiratio..x	Access Withdra..y	
<input type="text" value="r"/>	<input type="text" value="sall"/>	<input type="text"/>	Start Date End Date									
Ride	Sally	SR070819	Pending		No		09/09/2020					<a href="#">Edit</a> <a href="#">History</a>



The person's role and additional statuses are reset (e.g., Tier 1 status is reset). The entity will receive a daily notification until the person is assigned a new role.

Their SRA initial date is reset to the date you click reapply and their status is set as pending.



# APHIS/CDC FORM 1

## Section 4, Reapply Personnel



## Additional Assistance

- The eFSAPResource 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 eFSAPCustomer Support Request Form, email [eFSAPSupport@cdc.gov](mailto: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).