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## 2. FUNCTIONS

### 2.4 Withdrawal of Application to Register a Facility

Pre-requisite: The Facility Administrator has successfully submitted the applicant to register a facility and the application status is still pending approval from Biosafety Branch.

#### Steps:

1. Biosafety Internet web site -> Login -> E-Services -> Withdrawal



2. System displays the applications which are still pending for approval. Click **Withdraw** hyperlink next to the Started On date.

**Withdrawal**

4 matching record(s)

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S/No.	Reference Number	Action	Started On	Status
1.	20080219POS002	<a href="#">Withdraw</a>	19/02/2008 14:55	Pending Approval
2.	20080219PRD001	<a href="#">Withdraw</a>	19/02/2008 15:10	Pending Approval
3.	20080219CF001	<a href="#">Withdraw</a>	19/02/2008 15:46	Pending Approval
4.	20080219CF002	<a href="#">Withdraw</a>	19/02/2008 15:56	Pending Approval

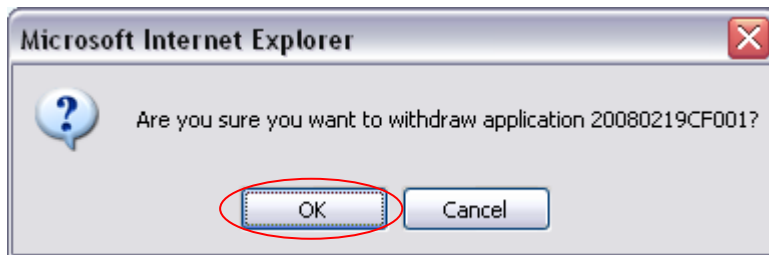
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3. A confirmation box is displayed. Click **OK** to proceed with the withdrawal. Click Cancel to abort the action.



4. A withdrawal acknowledgement page is displayed

**Withdrawal**

Your withdrawal of application 20080219CF001 has been successfully submitted.

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