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2. FUNCTIONS

2.5 Cancellation of Registered Facility

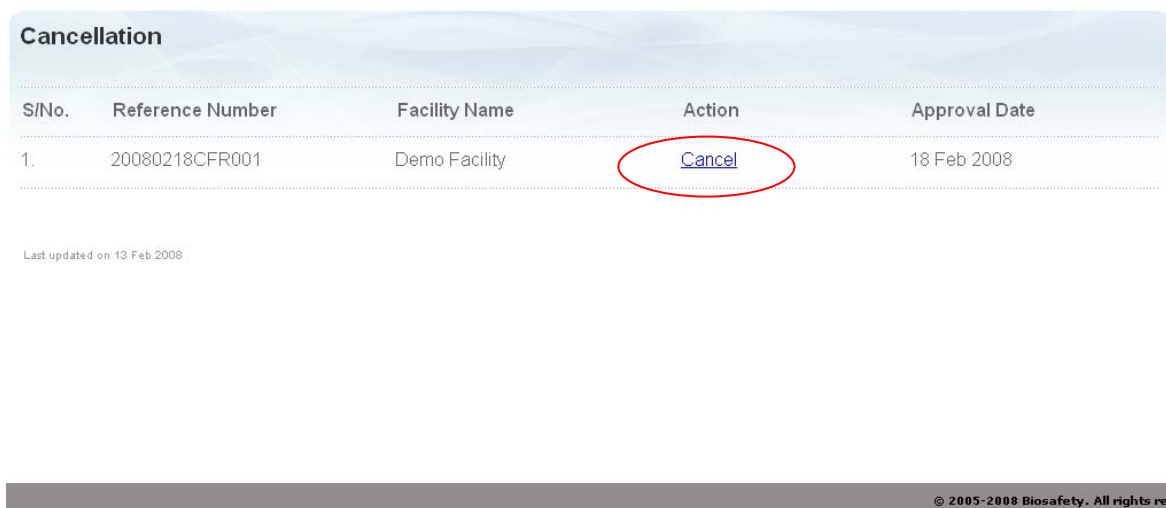
Pre-requisite: The Facility Administrator can only submit the cancellation request for the approved registered facility.

Steps:

1. Biosafety Internet website -> Login -> E-Services -> Cancellation.
Click **Cancellation**, the cancellation page is displayed with the list of approved registered facilities.



1. System displays the Cancellation page
Click **Cancel** to remove the application

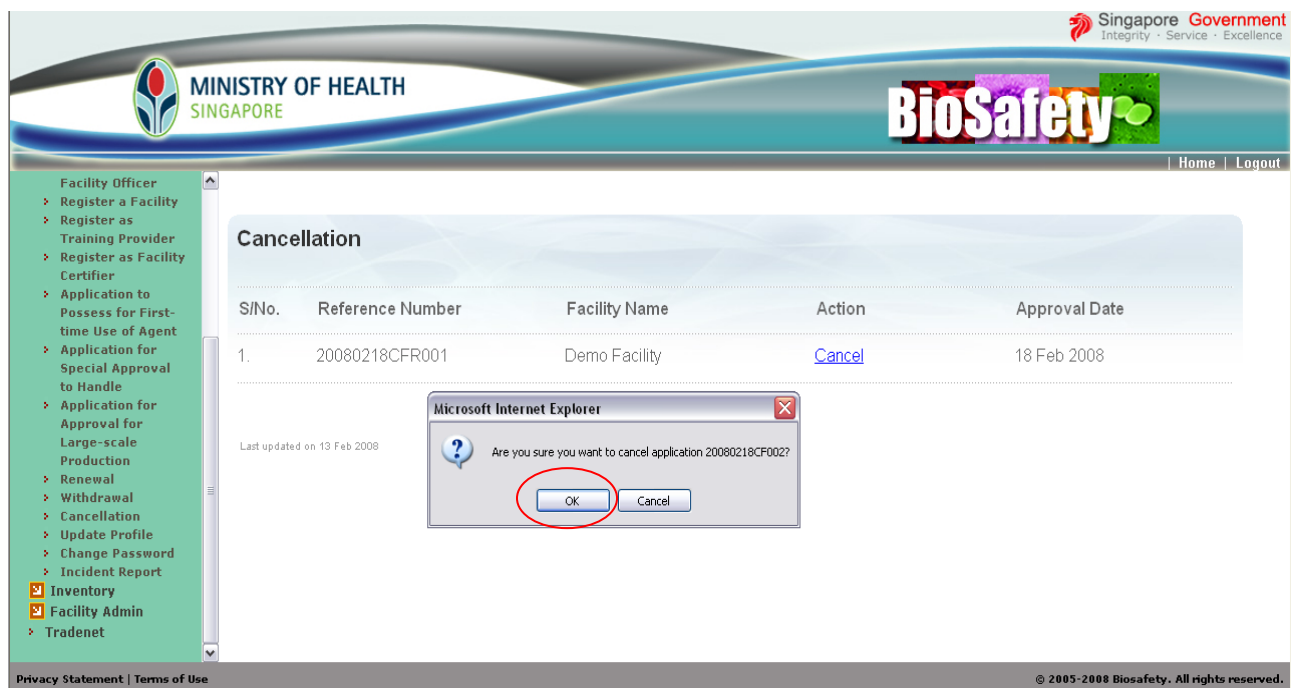


S/No.	Reference Number	Facility Name	Action	Approval Date
1.	20080218CFR001	Demo Facility	Cancel	18 Feb 2008

Last updated on 13 Feb 2008

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2. Click **OK** to proceed.



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Facility Officer

- Register a Facility
- Register as Training Provider
- Register as Facility Certifier
- Application to Possess for First-time Use of Agent
- Application for Special Approval to Handle
- Application for Approval for Large-scale Production
- Renewal
- Withdrawal
- Cancellation
- Update Profile
- Change Password
- Incident Report
- Inventory
- Facility Admin
- Tradenet

Cancellation

S/No.	Reference Number	Facility Name	Action	Approval Date
1.	20080218CFR001	Demo Facility	Cancel	18 Feb 2008

Last updated on 13 Feb 2008

Microsoft Internet Explorer

Are you sure you want to cancel application 20080218CFR002?

OK Cancel

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3. If there is no activity (Import/Transfers) for this registered facility, the system will display a confirmation message as displayed. The Facility Administrator can cancel the registered facility immediately.

Cancellation

The request for cancellation of registration as certified facility, 20080218CFR001, has been successfully submitted.

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5. If the registered facility has inventory transactions at the time of cancellation, an acknowledgement page will inform the Facility Administrator to contact Biosafety Branch.

Cancellation

The request for cancellation of registration as certified facility, 20080218CFR001, has been successfully submitted.
Please contact MOH at moh_biosafety@moh.gov.sg.

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