

Introduction to BioPermit

Import Permit Program (IPP)

Division of Regulatory Science and Compliance (DRSC)

Office of Readiness and Response (ORR)

January 13, 2026



Presentation Outline

- BioPermit – What and Why?
- Accessing BioPermit
- Using BioPermit
 - Portal Overview
 - Applications
 - Permits
 - Inspections
- Closing the electronic Import Permit Program system (eIPP)
- Questions and Answers



Image from phil.cdc.gov

What is BioPermit and Why is IPP Changing Systems?

BioPermit is...a New Electronic System for Import Permits

- Replaces eIPP as the portal to submit applications for and receive import permits
- Built on the ServiceNow® platform which CDC uses for other systems
 - Includes more streamlined architecture than what served as the foundation for eIPP
 - Relational database composed of records on tables with a heavy focus on intuitive and reliable user interface

BioPermit is Not...Custom from the Ground Up

- **Features existing applications and modules within ServiceNow®**



Certain cosmetic features are built into the base platform and have reduced customization options



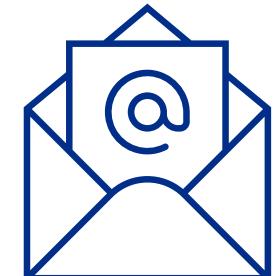
Allows for quicker development to deployment pipeline



Issues or bugs are generally confined to a specific section of the application and less likely to cause widespread platform disruptions

BioPermit is...a Real-Time Communication System

- Multiple users working on the same record can see live updates from each other without having to refresh a browser page
- Email notifications are sent in real-time as the action occurs and most include links back into the relevant part of BioPermit
 - Requests for information on an application
 - Permit issuance
 - Notices of inspection
 - Inspection report publication



BioPermit is...Flexible and Scalable

- **Designed such that future enhancements should build on existing features instead of being complete replacements**
- **Security is controlled by user groups and roles, down to individual fields on a record**
- **New form/record types just need to be tied to a user in order for that user to have visibility**

Why is IPP Changing Systems?

- **eIPP was originally based on the Federal Select Agent Program's electronic system**
 - Historical application and user volume since 2018 is stretching the capacity of eIPP
 - Development of eIPP has been geared toward upgrading data capture and storage with minimal user interface enhancements
- **CDC as a whole is moving toward more enterprise-wide electronic tools**

Accessing BioPermit

Access Remains a Multi-Step Process

- BioPermit uses Secure Access Management Services (SAMS) authentication just like eIPP. Before you can access BioPermit:
 - 1 You must have a SAMS account, and
 - 2 Your SAMS account must be linked to BioPermit.
- What this means as we transition depends on whether you are an active user or an inactive user

Active Users

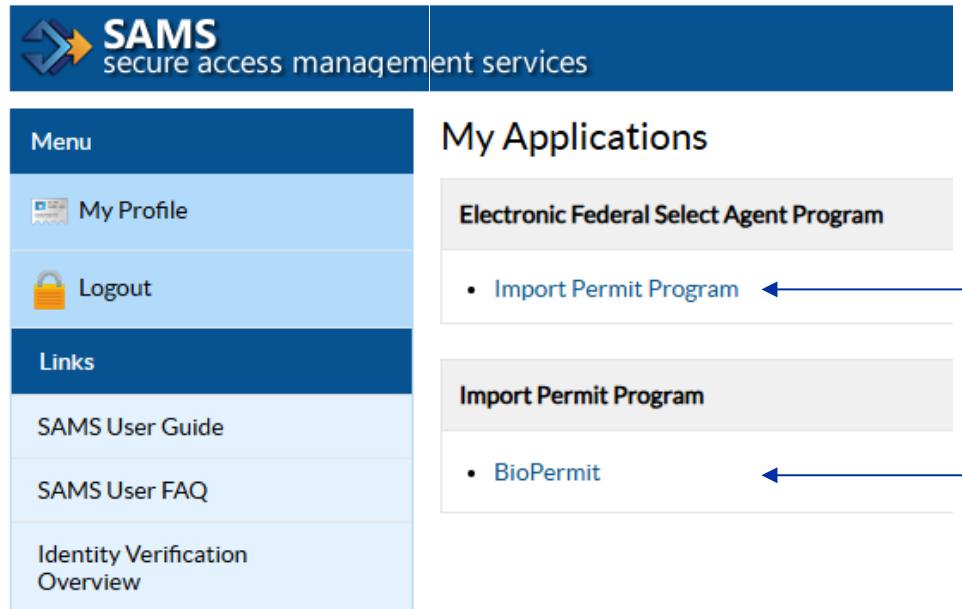
- You are considered an **active eIPP user** if
 - Your SAMS account is active, and
 - Your active SAMS account has ever been linked to eIPP
- **We will automatically link your SAMS account to BioPermit**
 - You will need to verify this linkage

Inactive and New Users

- You are considered an **inactive eIPP user or new user** if
 - Your SAMS account is inactive, or
 - You have a SAMS account that was never linked with eIPP, or
 - You have never used SAMS
- **You will need to request access to BioPermit after getting SAMS active**

SAMS accounts become inactive if you do not log in to SAMS for 90 days and are **deleted** if you do not log in to SAMS for one year. After re-establishing your SAMS account, contact us to re-link your account to eIPP or to link your account to BioPermit.

Links in SAMS Portal



The screenshot shows the SAMS (secure access management services) portal. The top navigation bar is dark blue with the SAMS logo and the text "secure access management services". The main content area is titled "My Applications". Inside, there is a box for "Electronic Federal Select Agent Program" containing a link to "Import Permit Program". Below this is another box for "Import Permit Program" containing a link to "BioPermit". To the left, a vertical "Links" menu is visible, listing "My Profile", "Logout", "SAMS User Guide", "SAMS User FAQ", and "Identity Verification Overview".

eIPP Link (old)

BioPermit Link (new)

Using BioPermit



Portal Overview and Communications



Applications and Permits



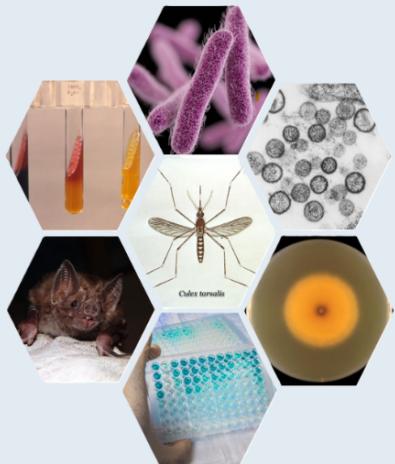
Inspections

BioPermit Home / Permittee Portal

Permittee Portal Overview



BioPermit is the online system for application and permits to import infectious biological agents, human remains, or live bats. The import regulations require that anyone wishing to import infectious biological agents, substances, or vectors must first obtain a permit issued by Centers for Disease Control and Prevention (CDC).



Please choose from one of the options below:

[Create New Agent Application](#)

[Create New Live Bats Application](#)

[Create New Human Remains Application](#)

[Renew Agents Application](#)

[Withdraw Permit Application](#)

[Submit New SMART Agent Request](#)

Profile and Settings



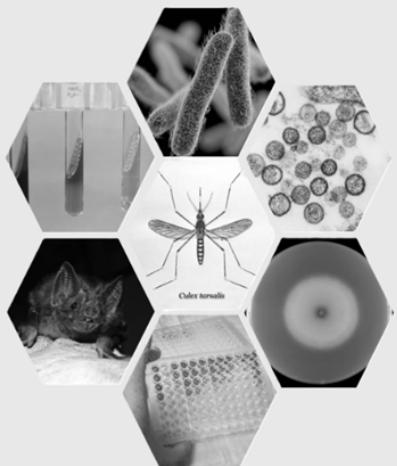
CDC ServiceDesk

LF

First Last

BioPermit Home My Permit Applications My Inspections My Inspection Reports My Issued Permits

BioPermit is the online system for application and permits to import infectious biological agents, human remains, or live bats. The import regulations require infectious biological agents, substances, or vectors must first obtain a permit issued by Centers for Disease Control and Prevention (CDC).



Please choose from one of the options below:

[Create New Agent Application](#)

[Create New Live Bats Application](#)

[Create New Human Remains Application](#)

[Renew Agents Application](#)

[Withdraw Permit Application](#)

[Submit New SMART Agent Request](#)

- View user information
- Toggle accessibility features

Ribbon Menu

CDC CDC ServiceDesk LF First Last

BioPermit Home My Permit Applications My Inspections My Inspection Reports My Issued Permits

BioPermit is the online system for application and permits to import infectious biological agents, substances, or vectors must first obtain a permit issued by Cent

Please choose from one of

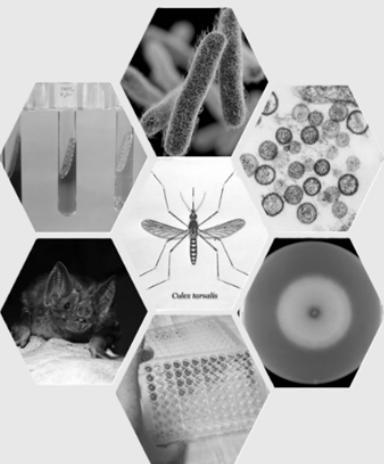
- Return to this home page
- Access **existing** records
 - Applications
 - Permits
 - Inspections
 - Inspection Reports

[Create New Human Remains Application](#)

[Renew Agents Application](#)

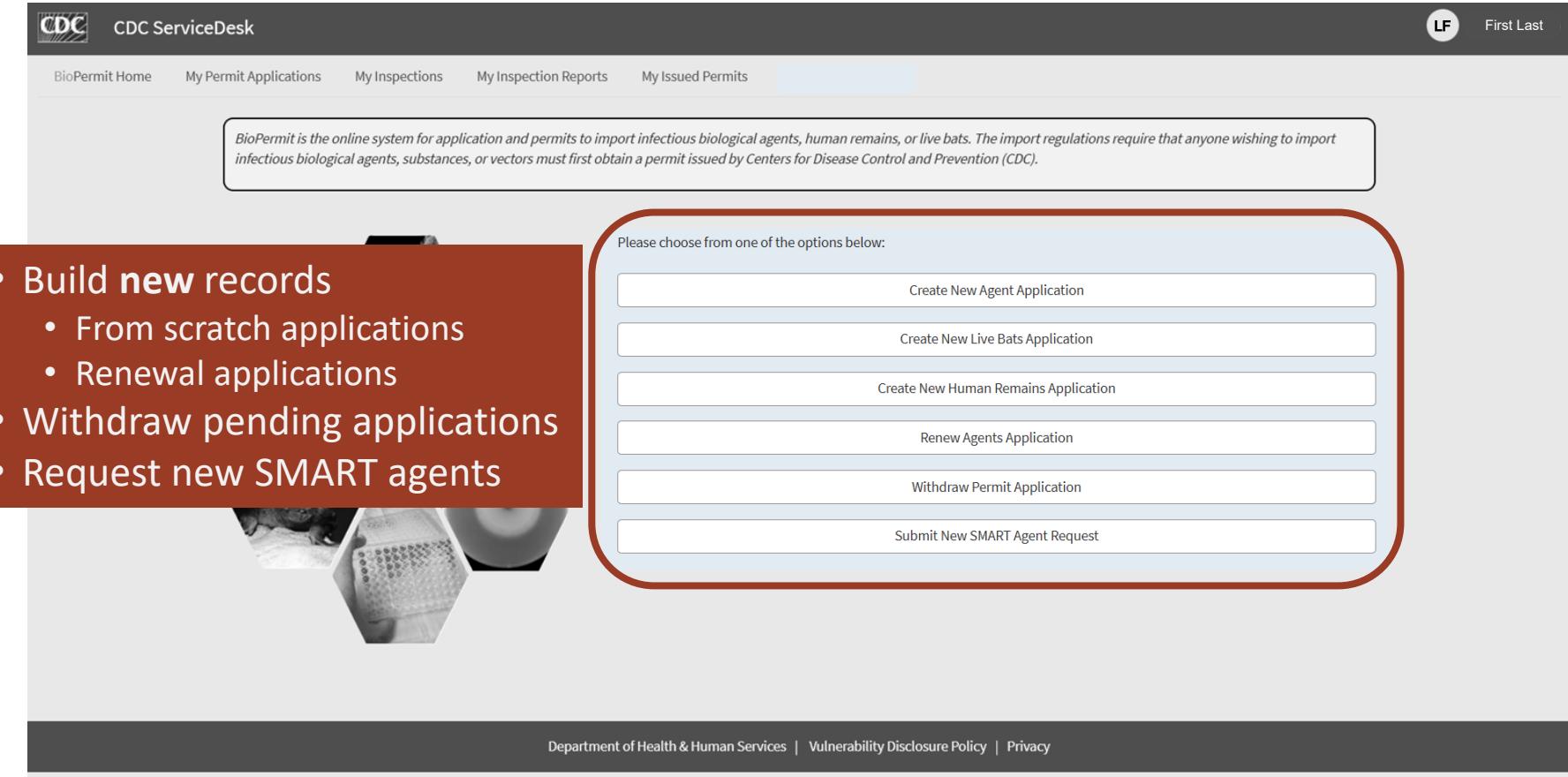
[Withdraw Permit Application](#)

[Submit New SMART Agent Request](#)



Department of Health & Human Services | Vulnerability Disclosure Policy | Privacy

Action Buttons



CDC ServiceDesk

BioPermit Home My Permit Applications My Inspections My Inspection Reports My Issued Permits

BioPermit is the online system for application and permits to import infectious biological agents, human remains, or live bats. The import regulations require that anyone wishing to import infectious biological agents, substances, or vectors must first obtain a permit issued by Centers for Disease Control and Prevention (CDC).

- Build new records
 - From scratch applications
 - Renewal applications
- Withdraw pending applications
- Request new SMART agents

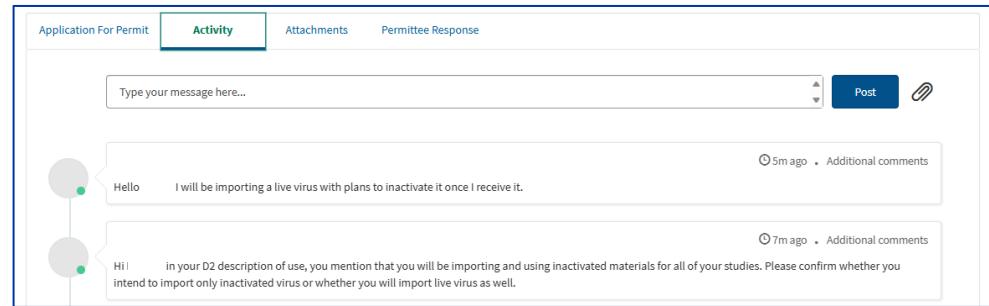
Please choose from one of the options below:

- Create New Agent Application
- Create New Live Bats Application
- Create New Human Remains Application
- Renew Agents Application
- Withdraw Permit Application
- Submit New SMART Agent Request

Department of Health & Human Services | Vulnerability Disclosure Policy | Privacy

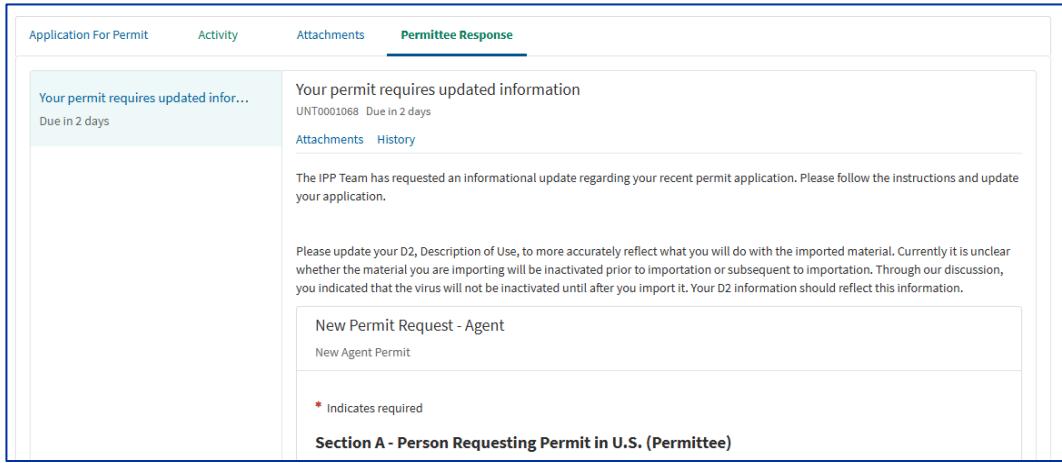
BioPermit Communication: Within Portal

Activity Stream = Chat



The screenshot shows the 'Activity' tab of the BioPermit communication interface. At the top, there is a text input field with the placeholder 'Type your message here...' and a 'Post' button with a paperclip icon. Below this, there are two messages in a chat format:

- A message from a user with a grey profile picture: "Hello I will be importing a live virus with plans to inactivate it once I receive it." This message was posted 5m ago and has an 'Additional comments' link.
- A message from a user with a grey profile picture: "Hi in your D2 description of use, you mention that you will be importing and using inactivated materials for all of your studies. Please confirm whether you intend to import only inactivated virus or whether you will import live virus as well." This message was posted 7m ago and has an 'Additional comments' link.



The screenshot shows the 'Permittee Response' tab of the BioPermit application interface. At the top, there are tabs for 'Application For Permit', 'Activity', 'Attachments', and 'Permittee Response'. The 'Permittee Response' tab is active. On the left, there is a sidebar with the message: "Your permit requires updated information UNT0001068 Due in 2 days" and links for "Attachments" and "History". The main content area contains the following text:

The IPP Team has requested an informational update regarding your recent permit application. Please follow the instructions and update your application.

Please update your D2, Description of Use, to more accurately reflect what you will do with the imported material. Currently it is unclear whether the material you are importing will be inactivated prior to importation or subsequent to importation. Through our discussion, you indicated that the virus will not be inactivated until after you import it. Your D2 information should reflect this information.

New Permit Request - Agent
New Agent Permit

* Indicates required

Section A - Person Requesting Permit in U.S. (Permittee)

Universal Task = Action Required
Application Request for Information
Application Request for Document Uploads
Inspection Report Responses



The screenshot shows the 'Application Request for Information' section of the BioPermit application interface. At the top, there is a 'Submit' button. Below it, there is a section titled 'Required information' with two buttons: 'A3 Permittee's Organization' and 'Permit Attestation'. At the bottom right, there is a 'Add attachments' button with a paperclip icon.

BioPermit Communication: Emails

- **New Application Submitted**
- **Universal Task Assigned to You**
 - Updates to application
 - Document uploads needed
 - Renewal application started
- **Universal Task Completed**
- **Application Withdrawn**
- **Application Closed**
 - Permit not required
 - Lack of response
 - Other reason
- **Permit Issuance**
- **Permit Suspended or Revoked**
- **Notice of Inspection**



CDC ServiceDesk

Hello,

A new task - UNT0001013 has been assigned to you against your ticket IPP0001005 from the [Biopermit Portal](#).

UNT0001013

Assigned to:

Task Type: Submit Catalog Item

Short Description: Your permit requires updated information

Description:

The IPP Team has requested an informational update regarding your recent permit application. Please follow the instructions and update your application.

Please expand upon what you mean by "Experience" regarding the personnel that will be handling and supporting the bats. We are looking for something that may include, but is not limited to, the following:

- What credentials or training do they have?
- How long have they worked with live bats?
- What type of ongoing retraining do they receive?



CDC ServiceDesk

Hello,

CDC's Import Permit Program (IPP) has deemed it necessary to conduct an inspection of your facility as a condition of receiving or maintaining a CDC import permit. The assessment will verify that the biosafety measures that are in place are commensurate with the hazards posed by the infectious biological agents, infectious substances, and vectors included on the permit application(s) and the level of risk given their intended use, according to [42 CFR Part 71.54](#).

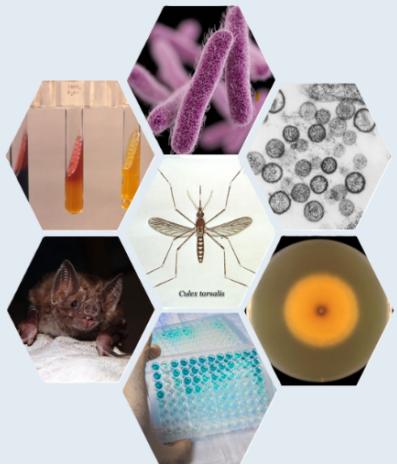
Review the following details about your inspection.

Applications and Permits

Start a New Permit Application



BioPermit is the online system for application and permits to import infectious biological agents, human remains, or live bats. The import regulations require that anyone wishing to import infectious biological agents, substances, or vectors must first obtain a permit issued by Centers for Disease Control and Prevention (CDC).



Please choose from one of the options below:

[Create New Agent Application](#)

[Create New Live Bats Application](#)

[Create New Human Remains Application](#)

[Renew Agents Application](#)

[Withdraw Permit Application](#)

[Submit New SMART Agent Request](#)



Overview of Permit Applications

| Application Section | Agents | Human Remains | Live Bats |
|---------------------|--|--|--|
| A | Permittee's Information | Permittee's Information | Permittee's Information |
| B | Sender's Information | Sender's Information | Sender's Information |
| C | Shipment Information | Shipment Information | Description of Bats |
| D | Description of Infectious Biological Agents and Permittee's Laboratory | Information on Facility Processing Human Remains | Type of Permit Shipment Information |
| E | Description of Materials Containing Infectious Biological Agents | Cause of Death | Facility Biosafety Measures Technical Personnel |
| F | Biosafety Measures | Biosafety Measures | Permittee's Signature |
| G | Final Destination of Imported Materials | Final Destination of Imported Remains | --- |
| H | Permittee's Signature and Attestation | Permittee's Signature | --- |

Application Sections with Updates in BioPermit

| Application Section | Agents | Human Remains | Live Bats |
|---------------------|--|--|--|
| A | Permittee's Information | Permittee's Information | Permittee's Information |
| B | Sender's Information | Sender's Information | Sender's Information |
| C | Shipment Information | Shipment Information | Description of Bats |
| D | Description of Infectious Biological Agents and Permittee's Laboratory | Information on Facility Processing Human Remains | Type of Permit Shipment Information |
| E | Description of Materials Containing Infectious Biological Agents | Cause of Death | Facility Biosafety Measures Technical Personnel |
| F | Biosafety Measures | Biosafety Measures | Permittee's Signature |
| G | Final Destination of Imported Materials | Final Destination of Imported Remains | --- |
| H | Permittee's Signature and Attestation | Permittee's Signature | --- |

Tool Tips and Helpful Features

- Tool tips provide guidance or important information throughout applications
- Visual cues let you know what fields lack required information

* A13 Institutional Biosafety Officer's Name  

Or other qualified party. If no Biosafety Officer, enter permittee contact information.

* E2 Original source of material(s) being imported

You have to select at least one source related to the following description of material(s): Blood/Blood Products, Tissues

* C1 Method(s) of Shipment - Agent  

Infectious material shall not be concealed in checked luggage and may not be hand-carried in a passenger cabin due to risks to public health and safety. Infectious materials must be packaged and declared to the pilot as described in 49 CFR 173.27. It is advised that a formal entry with U.S. Customs and Border Protection be made.

Required information

A3 Permittee's Organization

A13 Institutional Biosafety Officer's Name

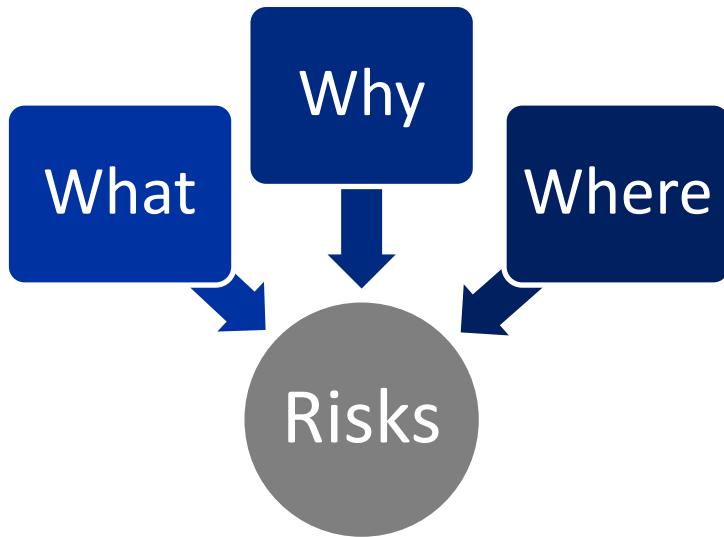
A14 Institutional Biosafety Officer's Telephone Number

A15 Institutional Biosafety Officer's Email

Sender Information

C1 Method(s) of Shipment - Agent

Agents Applications, Sections D and E



- **Questions exhibit interdependencies**
 - Modal changes as you fill it out
 - Some questions require sequential completion
- **Like eIPP, still need one entry per agent/biosafety level combination**
- **Updated form includes new sub-questions and new answer options**

Why Are You Importing?

- D2 remains a free text field outside of the modal
- “Other” answers require more information
- D1, D4, and D4.2 are multi-select

* D1 Intended use of imported agent(s)

Clinical trials Diagnostic Education Production
 Research Other

* D1.1 Other Description

* D3 Will the agent(s) be propagated or cultured?

* D3.1 If yes, will the total culture volume exceed 10 liters at any point?

* D4 Will the agent(s) be used to inoculate animals or arthropods?

Rodent species Arthropods Nonhuman primates (NHPs)
 Other animal species
 The agent will NOT be used to inoculate animals or arthropods

* D4.1 List other animal species

* D4.2 If yes, what route(s) will inoculation occur?

Aerosol (NOT intranasal) Intramuscular (IM) Intranasal
 Subcutaneous (SQ) Other

* D4.3 Other inoculation route description

* D4.4 Will necropsies be performed?

Where Will Your Work Take Place?

| | |
|--------------------------------|------------------------|
| * D6 Building Location | <input type="text"/> |
| * D7 Suite/Room Location | <input type="text"/> |
| * D8 Laboratory and/or Storage | <input type="text"/> ▼ |
| * D8.1 Biosafety Level | <input type="text"/> ▼ |

- D6 and D7 may include multiple locations if they meet the same laboratory/storage conditions
- For all locations marked “laboratory” or “laboratory and storage”, a single biosafety level must be selected

What Will You Import?

* D5 Scientific name of known/suspected biological agent(s)

-- None --

- Tarlovia species | Bacteria
- Yatapoxvirus (Tanapox virus) | Virus
- Yersinia pestis | Bacteria
- Yersinia species (excluding Select Agents) | Bacteria
- Yokenella species | Bacteria
- Zoonotic and other enzootic biological agents | Bat Material
- Zoonotic and other enzootic biological agents | Nonhuman Primate Material



* E1 Description of material(s) containing the biological agent(s)

- Blood/Blood Products
- Environmental Field-Collected Specimen
- Feces
- Infectious Clones
- Isolate/Culture
- Organs/Body Parts
- Purified Nucleic Acids
- Sputum/Saliva
- Tissues
- Urine
- Other



- D5 is the same agent list as eIPP, but with all agent types in a single, searchable dropdown
- Material (E1) is now chosen before source (E2)
- D5 choice impacts E1/E2 options
- E1 choice impacts E2 options

* E2 Original source of material(s) being imported

- Isolate/Culture - Animal
- Isolate/Culture - Arthropod Vector
- Isolate/Culture - Environment
- Isolate/Culture - Human
- Isolate/Culture - Other
- Infectious Clones - Recombinant/Synthetic



Description of Materials on Permit

Agent Type Limits Material and Source Options

| D5 Choice | E1/E2 Limitation | Rationale |
|--|---|--|
| Any Nucleic Acids Encoding... | No Isolates/Cultures option | More accurate option of Purified Nucleic Acids available |
| Any Bacteria, Fungi, Parasite, Prion, Molecular/Viral Vector, or Virus | No Purified Nucleic Acids option | Only certain nucleic acids require a permit, and those are separate choices in D5 |
| Zoonotic and other enzootic biological agents Bat Material or Zoonotic and other enzootic biological agents Nonhuman Primate Material | No Infectious Clones, Isolates/Cultures, or Purified Nucleic Acids options | Cannot have infectious clones, isolates/cultures, or purified nucleic acids of non-specific agents |
| | No Human or Arthropod Vector options | Pre-defined as bat or nonhuman primate material in D5 |
| | Animal Species sub-questions limited to Bat or Nonhuman Primate lists, respectively | |

Material Type Limits Source Options

- E2 filters based on E1 selections

* E1 Description of material(s) containing the biological agent(s)

Blood/Blood Products

* E2 Original source of material(s) being imported

Blood/Blood Products - Animal

Blood/Blood Products - Arthropod Vector

Blood/Blood Products - Human

* E1 Description of material(s) containing the biological agent(s)

Isolate/Culture

* E2 Original source of material(s) being imported

Isolate/Culture - Animal

Isolate/Culture - Arthropod Vector

Isolate/Culture - Environment

Isolate/Culture - Human

Isolate/Culture - Other

Isolate/Culture - Recombinant/Synthetic

- Must choose **all** applicable E1 options prior to moving to E2

* E1 Description of material(s) containing the biological agent(s)

Blood/Blood Products Feces Organs/Body Parts

Tissues

* E2 Original source of material(s) being imported

Blood/Blood Products - Human Feces - Human

Tissues - Human

You have to select at least one source related to the following description of material(s): Organs/Body Parts

- Must choose at least one E2 for each E1 selection prior to complete the modal entry

Application Review – Additional Information Requests

- IPP reviewers may initiate a universal task for you to update part of your application or upload documents

CDC ServiceDesk

Hello,

A new task - [UNT0001013](#) has been assigned to you against your ticket IPP0001005 from the [Biopermit Portal](#).

[UNT0001013](#)

Assigned to:
Task Type: Submit Catalog Item

Short Description: Your permit requires updated information

Description:

The IPP Team has requested an informational update regarding your recent permit application. Please follow the instructions and update your application.

Please expand upon what you mean by "Experience" regarding the personnel that will be handling and supporting the bats. We are looking for something that may include, but is not limited to, the following:

- What credentials or training do they have?
- How long have they worked with live bats?
- What type of ongoing retraining do they receive?

Application For Permit Activity Attachments **Permittee Response**

Your permit requires updated information
UNT0001068 Due in 2 days

Attachments History

The IPP Team has requested an informational update regarding your recent permit application. Please follow the instructions and update your application.

Please update your D2, Description of Use, to more accurately reflect what you will do with the imported material. Currently it is unclear whether the material you are importing will be inactivated prior to importation or subsequent to importation. Through our discussion, you indicated that the virus will not be inactivated until after you import it. Your D2 information should reflect this information.

New Permit Request - Agent
New Agent Permit

* Indicates required

Section A - Person Requesting Permit in U.S. (Permittee)

Retrieving Your Permits

CDC ServiceDesk

BioPermit Home My Permit Applications My Inspections My Inspection Reports My Issued Permits

BioPermit is the online system for application and permits to import infectious biological agents, live cultures, or live bats. The import regulations require that anyone wishing to import infectious biological agents, substances, or vectors must first obtain a permit issued by the U.S. Centers for Disease Control and Prevention (CDC).

Please choose from one of the options below:



☰ Permits

| Number | PHS Permit No | Issued Date | Expiration Date |
|------------|---------------|-------------|-----------------|
| PHS0001008 | 20250903-1075 | 09/03/2025 | 09/03/2026 |

Rows 1 - 1 of 1

PHS0001008

| | | |
|---------------------------------|------------------------|----------------------------|
| Application Agents - IPP0001075 | Issued Date 09/03/2025 | Expiration Date 09/03/2026 |
|---------------------------------|------------------------|----------------------------|

Issued Permit

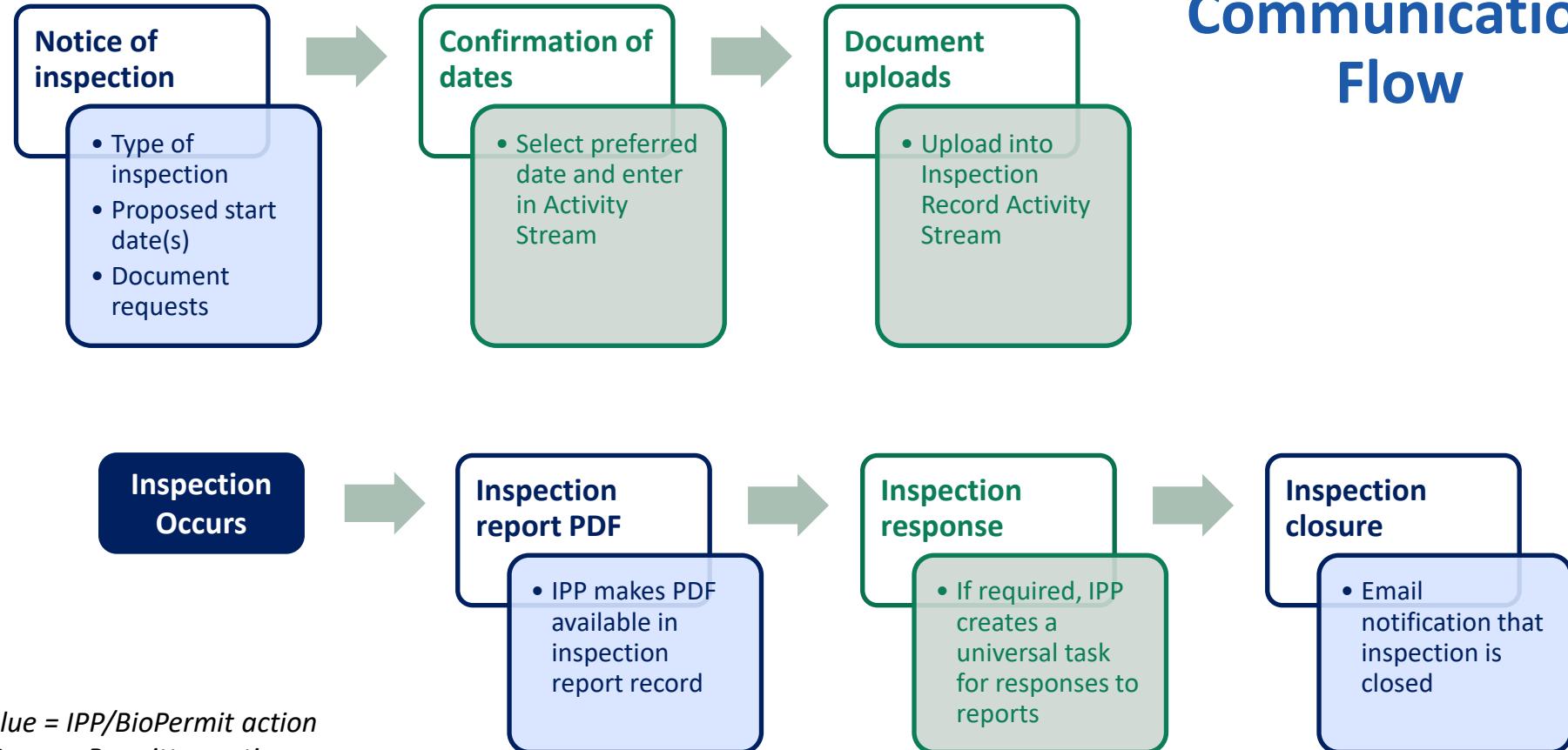
20250903-1075.pdf (163.7 KB)

6m ago



Inspections

Inspection Communication Flow



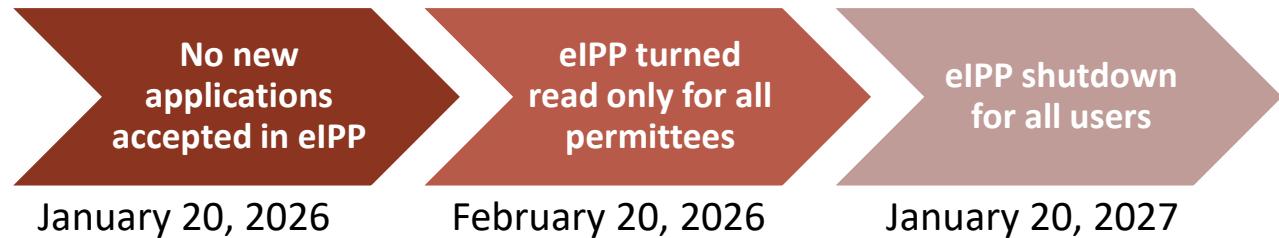
Blue = IPP/BioPermit action

Green = Permittee action

Shutdown of eIPP



Sunsetting eIPP



- In-process applications will be finalized in eIPP
- Data will be securely stored and available to IPP for analysis
- All files (e.g., PDF permits, inspection documents) will be securely stored by IPP

Your Role During This Transition

- Download your active permits and inspection reports from eIPP
- Familiarize yourself with BioPermit
- Keep your SAMS account active
- Let us know what you like or don't like about BioPermit



Updated Helpdesk Options

| Help Needed | Contact | Responsible Group |
|--|--|---------------------------|
| SAMS Issues (inactive account, personal information changes) | samshelp@cdc.gov 877-681-2901 (Option #5) | SAMS Help Desk (CDC-wide) |
| eIPP Access, Login, or IT Issues | eIPPSupport@cdc.gov | DRSC IT (and IPP) |
| BioPermit Access, Login, or IT Issues | BioPermitSupport@cdc.gov | DRSC IT (and IPP) |
| General Importation, Application, or Permit Queries eIPP and BioPermit How-To Queries | importpermit@cdc.gov 404-718-2077 | IPP Personnel |
| BioPermit Record-Specific Request Questions | Comment in the “Activity” tab for that specific record | IPP Personnel |

Special Thanks to

- IPP and DRSC BioPermit Team
- DRSC IT Team
- Pilot test permittees
- ServiceNow Project Team
 - Business Automation Branch
Digital Services Office
Office of the Chief Information Officer

For more information, contact CDC
1-800-CDC-INFO (232-4636)
TTY: 1-888-232-6348 cdc.gov

The findings and conclusions in this report are those of the authors and do not necessarily represent the official position of the Centers for Disease Control and Prevention.

