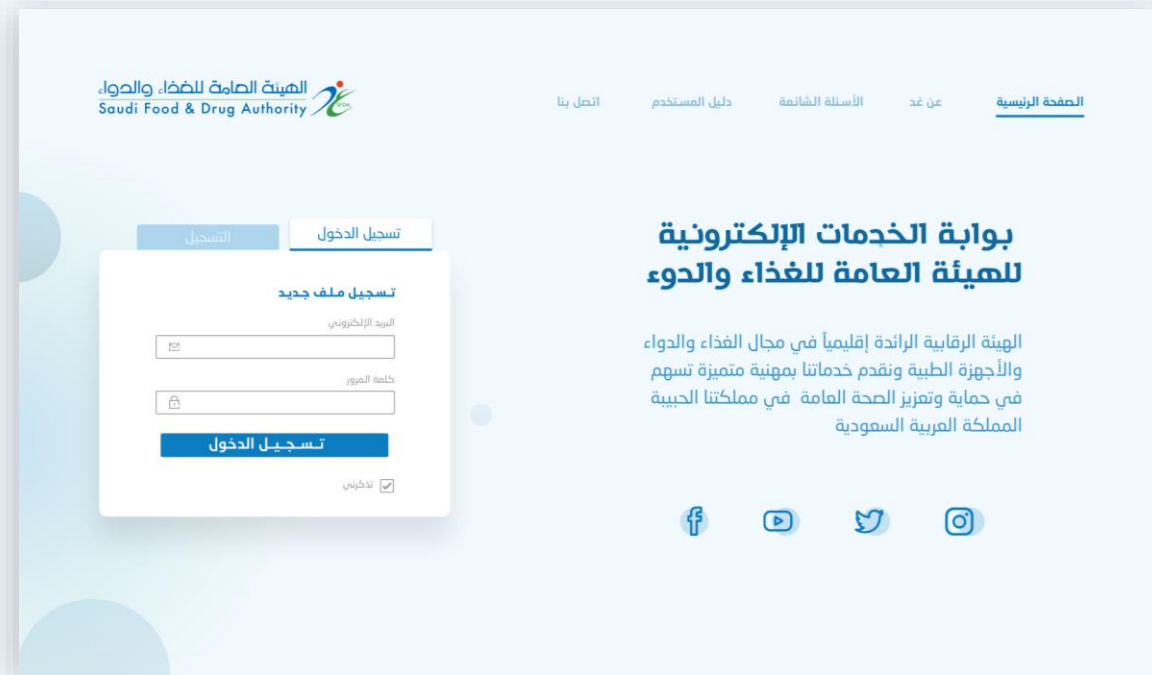


دليل الاستخدام لنظام غد

يعد هذا الدليل للمستخدم للتسجيل في نظام غد

صفحة الدخول

صفحة الدخول يتم الدخول من خلال تسجيل
الدخول او التسجيل



الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

الرئيسية عن غد الأسئلة الشائعة دليل المستخدم اتصل بنا

تسجيل الدخول

تسجيل ملف جديد

البريد الإلكتروني

كلمة المرور

تسجيل الدخول

تذكرني

بوابة الخدمات الإلكترونية
للهيئة العامة للغذاء والدواء

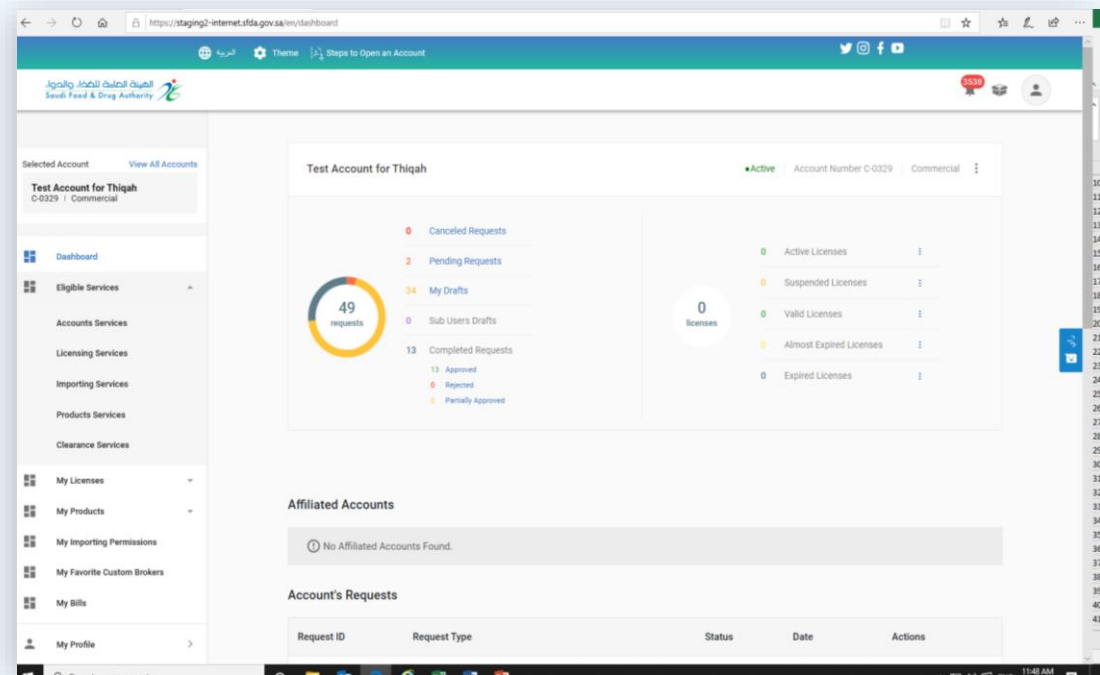
الهيئة الرقابية الرائدة إقليمياً في مجال الغذاء والدواء والأجهزة الطبية ونقدم خدماتنا بمهنية متميزة تسهم في حماية وتعزيز الصحة العامة في مملكتنا الحبيبة المملكة العربية السعودية

f y t i



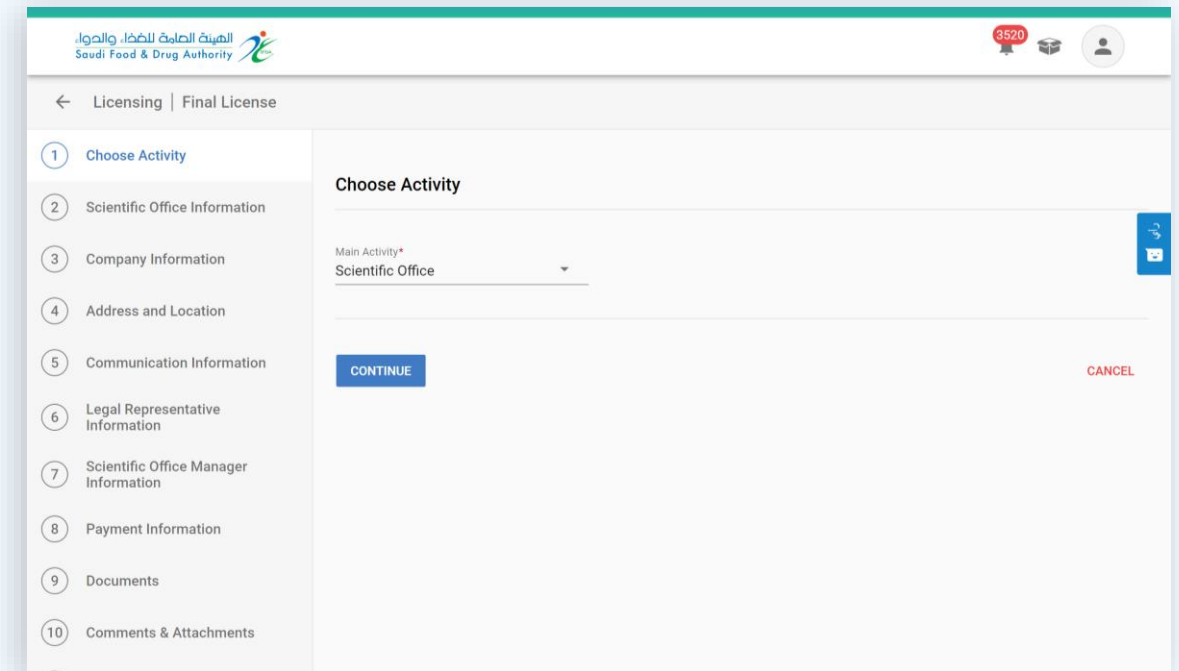
Choose Service

Selected (Pharmaceutical License)



Choose Service

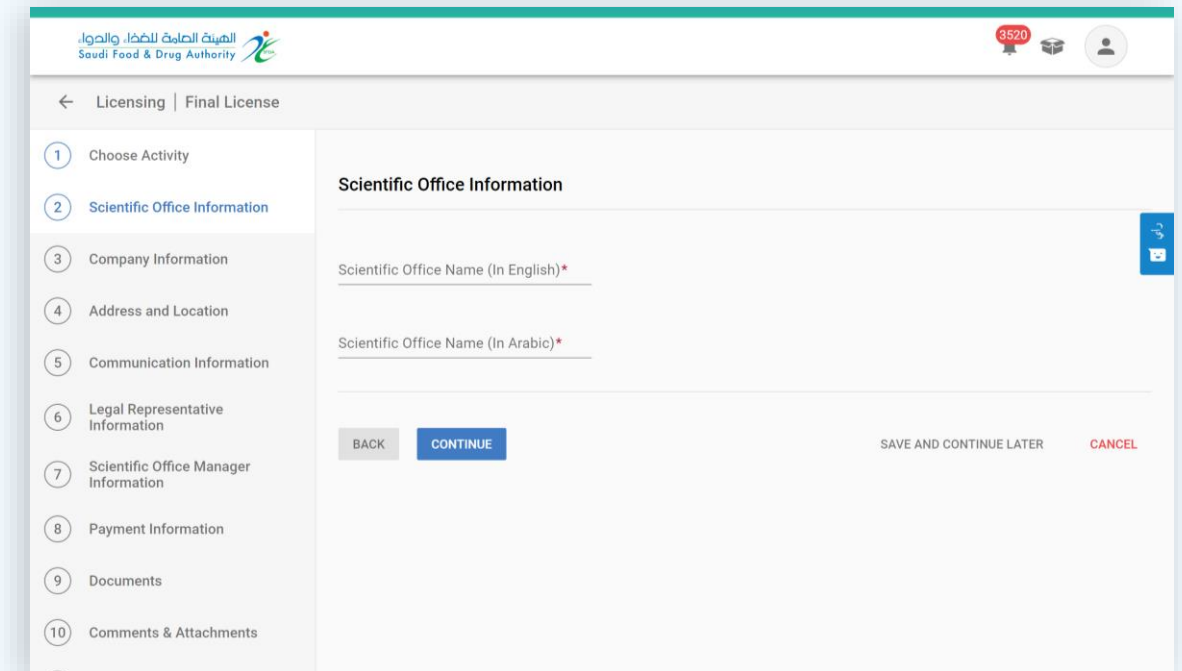
The main activity (scientific office) is selected



The screenshot displays the SFDA mobile application interface for the 'Final License' process. The top navigation bar includes the SFDA logo, a notification bell with '3520', a home icon, and a user profile icon. The main content area is titled 'Licensing | Final License' and features a vertical list of 10 steps on the left: 1. Choose Activity (highlighted), 2. Scientific Office Information, 3. Company Information, 4. Address and Location, 5. Communication Information, 6. Legal Representative Information, 7. Scientific Office Manager Information, 8. Payment Information, 9. Documents, and 10. Comments & Attachments. The main panel shows the 'Choose Activity' form with a dropdown menu for 'Main Activity*' where 'Scientific Office' is selected. At the bottom of the form are 'CONTINUE' and 'CANCEL' buttons.

Scientific Office Information

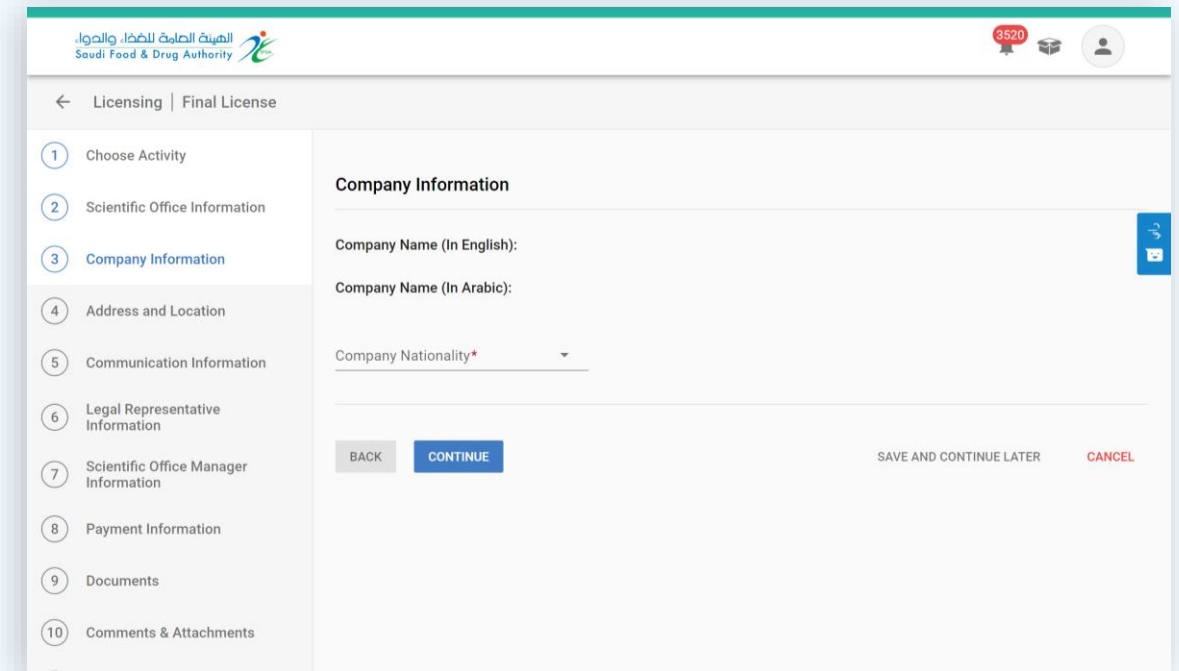
Name of the Scientific Bureau in both languages (Arabic and English)



The screenshot displays the SFDA mobile application interface for the 'Final License' process. The top navigation bar includes the SFDA logo, a notification bell with '3520', a home icon, and a user profile icon. The main content area is titled 'Licensing | Final License' and features a vertical list of 10 steps on the left: 1. Choose Activity, 2. Scientific Office Information (highlighted), 3. Company Information, 4. Address and Location, 5. Communication Information, 6. Legal Representative Information, 7. Scientific Office Manager Information, 8. Payment Information, 9. Documents, and 10. Comments & Attachments. The 'Scientific Office Information' step is active, showing two text input fields: 'Scientific Office Name (In English)*' and 'Scientific Office Name (In Arabic)*'. At the bottom of the form, there are four buttons: 'BACK' (grey), 'CONTINUE' (blue), 'SAVE AND CONTINUE LATER' (grey), and 'CANCEL' (red). A small blue button with Arabic text is visible on the right side of the form.

Company Information

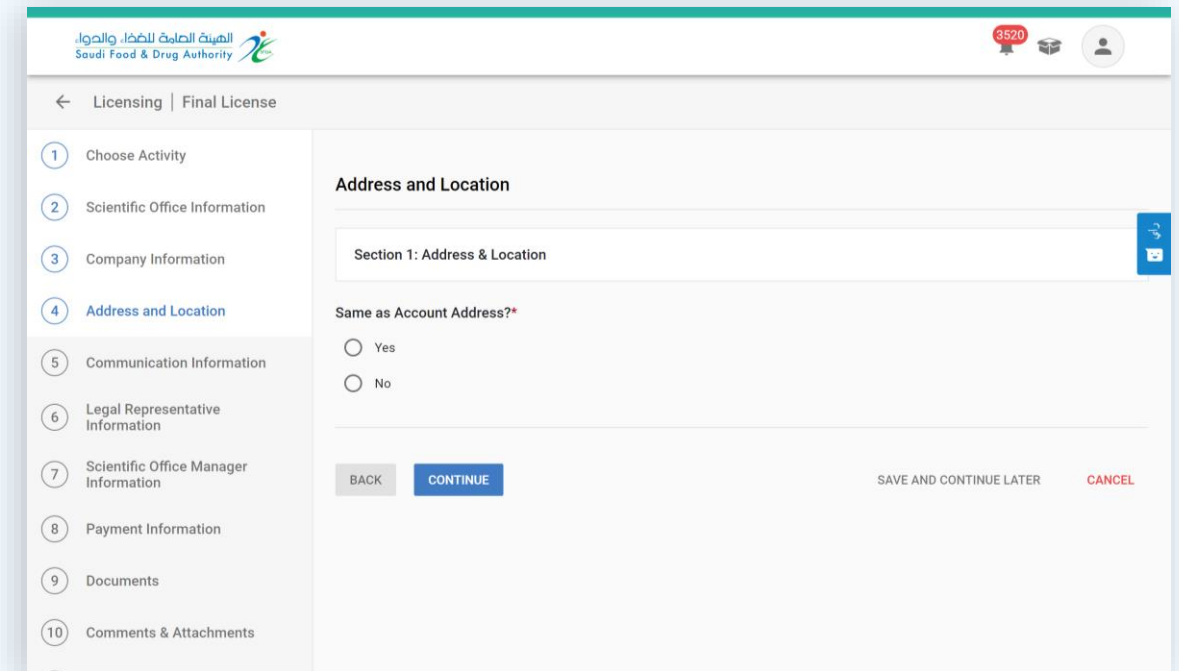
The nationality of the company is chosen



The screenshot shows the 'Company Information' step in the SFDA licensing application process. The interface includes a top navigation bar with the SFDA logo and a notification icon showing '3520'. The main content area is titled 'Licensing | Final License' and features a sidebar with 10 numbered steps: 1. Choose Activity, 2. Scientific Office Information, 3. Company Information (highlighted), 4. Address and Location, 5. Communication Information, 6. Legal Representative Information, 7. Scientific Office Manager Information, 8. Payment Information, 9. Documents, and 10. Comments & Attachments. The 'Company Information' section contains the following fields: 'Company Name (In English):', 'Company Name (In Arabic):', and 'Company Nationality *' with a dropdown arrow. At the bottom of the form, there are four buttons: 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

Address and Location

If (Yes) is selected, account address information is automatically fetched



The screenshot shows the 'Final License' stage of a licensing application. The left sidebar lists 10 steps: 1. Choose Activity, 2. Scientific Office Information, 3. Company Information, 4. Address and Location (highlighted), 5. Communication Information, 6. Legal Representative Information, 7. Scientific Office Manager Information, 8. Payment Information, 9. Documents, and 10. Comments & Attachments. The main content area is titled 'Address and Location' and contains a section 'Section 1: Address & Location'. Below this, there is a question 'Same as Account Address?' with two radio button options: 'Yes' and 'No'. At the bottom, there are four buttons: 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'. The top navigation bar includes the SFDA logo, a notification bell with '3520', a home icon, and a user profile icon.



Address and Location

If (No) is selected, the required information is filled in

1 Choose Activity
2 Scientific Office Information
3 Company Information
4 Address and Location
5 Communication Information
6 Legal Representative Information
7 Scientific Office Manager Information
8 Payment Information
9 Documents
10 Comments & Attachments
11 Confirm and Submit

Address and Location

Section 1: Address & Location

Same as Account Address?
 Yes
 No

City*

District*

Street*

Building Number

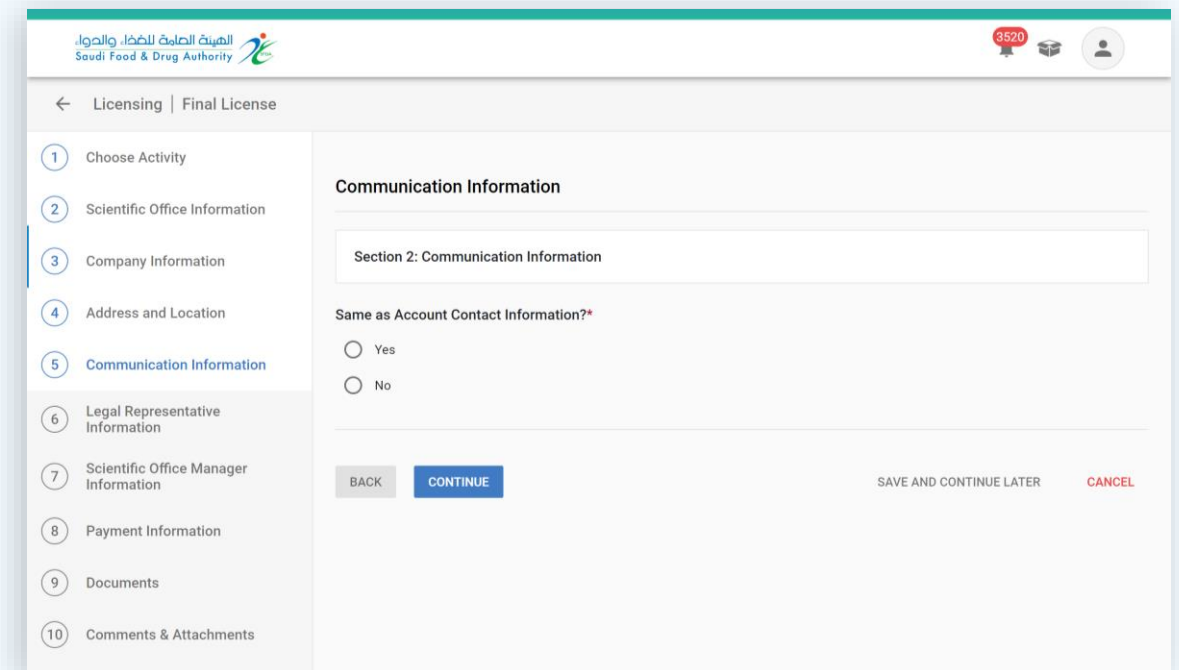
Postal Code

P.O.Box

Search

Communication Information

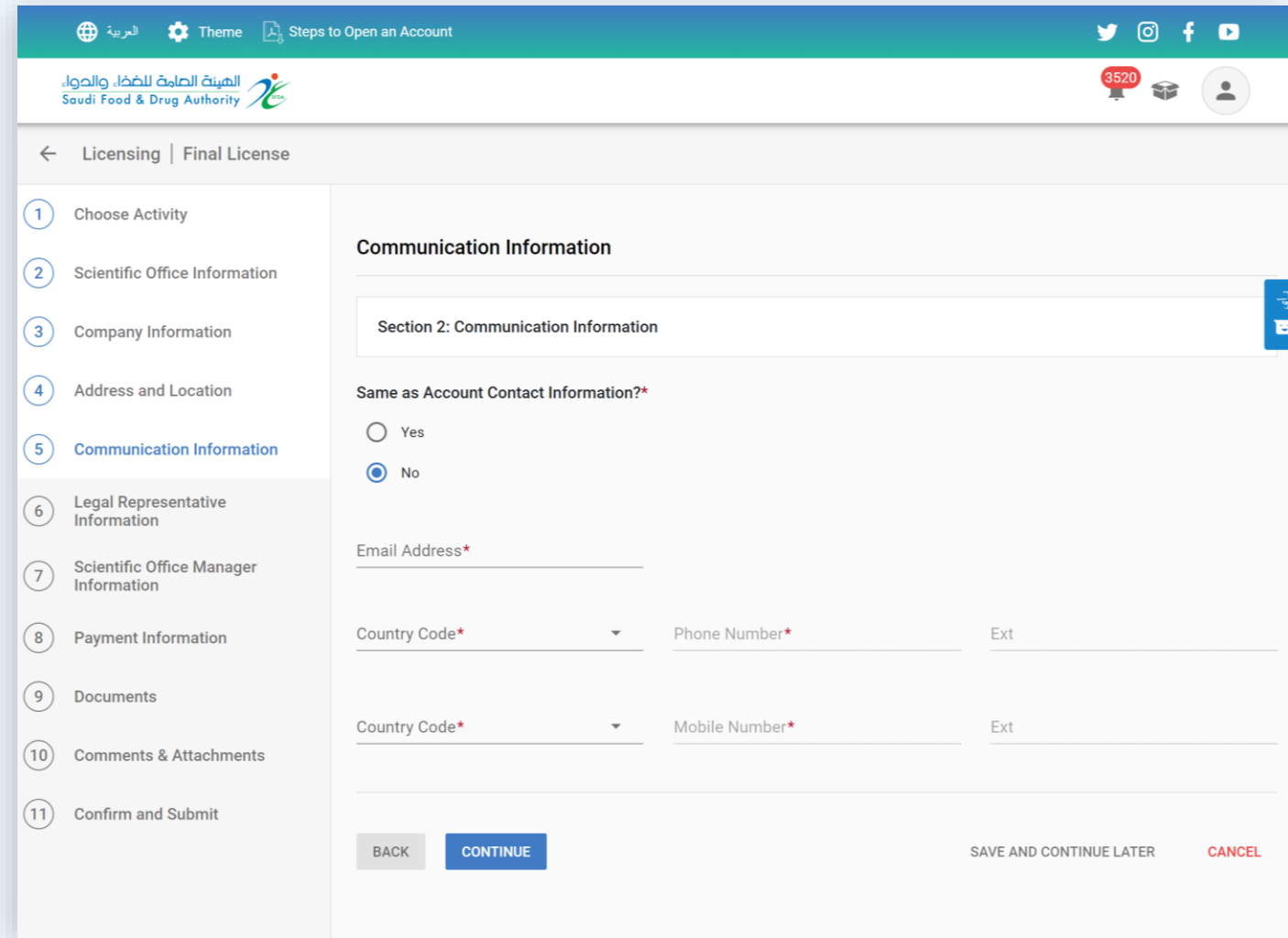
If (Yes) is selected, the contact information of the account is automatically fetched



The screenshot shows a mobile application interface for the Saudi Food & Drug Authority (SFDA). The top header includes the SFDA logo and name in Arabic and English, along with a notification icon showing '3520' and a user profile icon. The main content area is titled 'Licensing | Final License' and features a vertical list of steps on the left: 1. Choose Activity, 2. Scientific Office Information, 3. Company Information, 4. Address and Location, 5. Communication Information (highlighted), 6. Legal Representative Information, 7. Scientific Office Manager Information, 8. Payment Information, 9. Documents, and 10. Comments & Attachments. The 'Communication Information' section is active and contains a sub-section titled 'Section 2: Communication Information'. Below this, there is a question: 'Same as Account Contact Information?*' with two radio button options: 'Yes' and 'No'. At the bottom of the form, there are four buttons: 'BACK' (disabled), 'CONTINUE' (active), 'SAVE AND CONTINUE LATER', and 'CANCEL'.

Communication Information

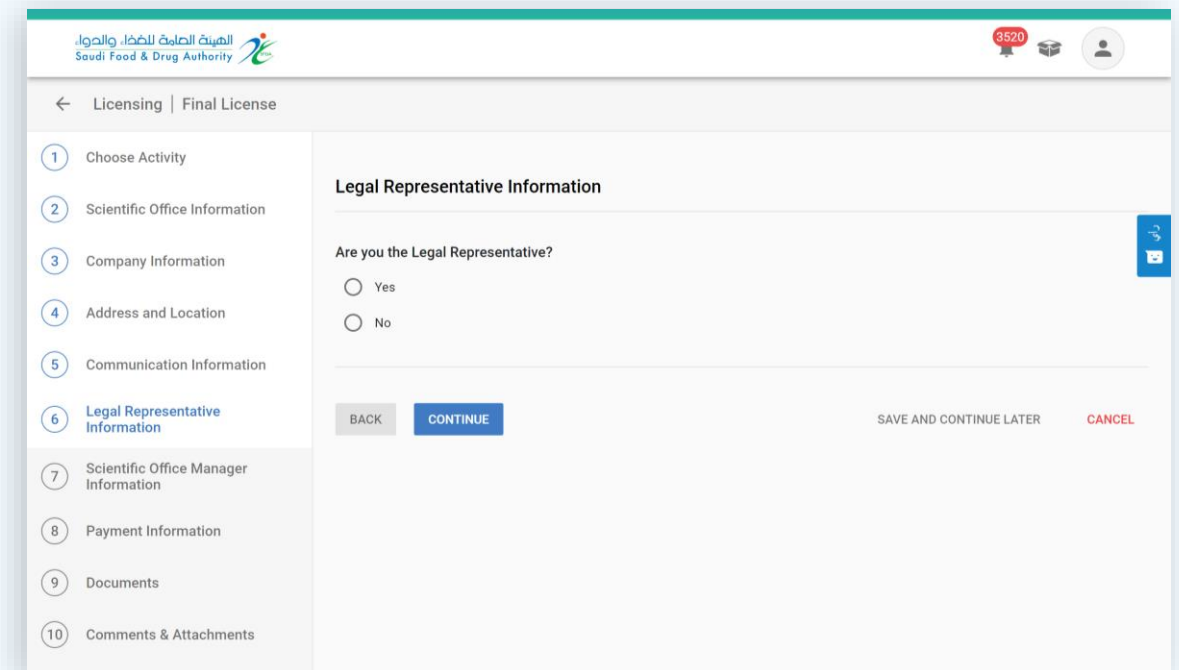
If (No) is selected, the required information is filled in



The screenshot displays the 'Licensing | Final License' page on the SFDA website. The left sidebar contains a numbered list of steps: 1. Choose Activity, 2. Scientific Office Information, 3. Company Information, 4. Address and Location, 5. Communication Information (highlighted), 6. Legal Representative Information, 7. Scientific Office Manager Information, 8. Payment Information, 9. Documents, 10. Comments & Attachments, and 11. Confirm and Submit. The main content area is titled 'Communication Information' and includes a section for 'Section 2: Communication Information'. A question asks 'Same as Account Contact Information?' with radio buttons for 'Yes' and 'No', where 'No' is selected. Below this are input fields for 'Email Address*', 'Country Code*' (with a dropdown), 'Phone Number*' (with an 'Ext' field), and 'Mobile Number*' (with an 'Ext' field). At the bottom, there are buttons for 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

Legal Representative Information

If (Yes) is selected, the data of the company that created the account is reversed



The screenshot shows a mobile application interface for the Saudi Food & Drug Authority (SFDA). The top navigation bar includes the SFDA logo and the text 'الهيئة العامة للغذاء والدواء Saudi Food & Drug Authority'. The main content area is titled 'Licensing | Final License'. A vertical list of steps is on the left, with step 6, 'Legal Representative Information', highlighted. The main form area contains the following text and options:

Legal Representative Information

Are you the Legal Representative?

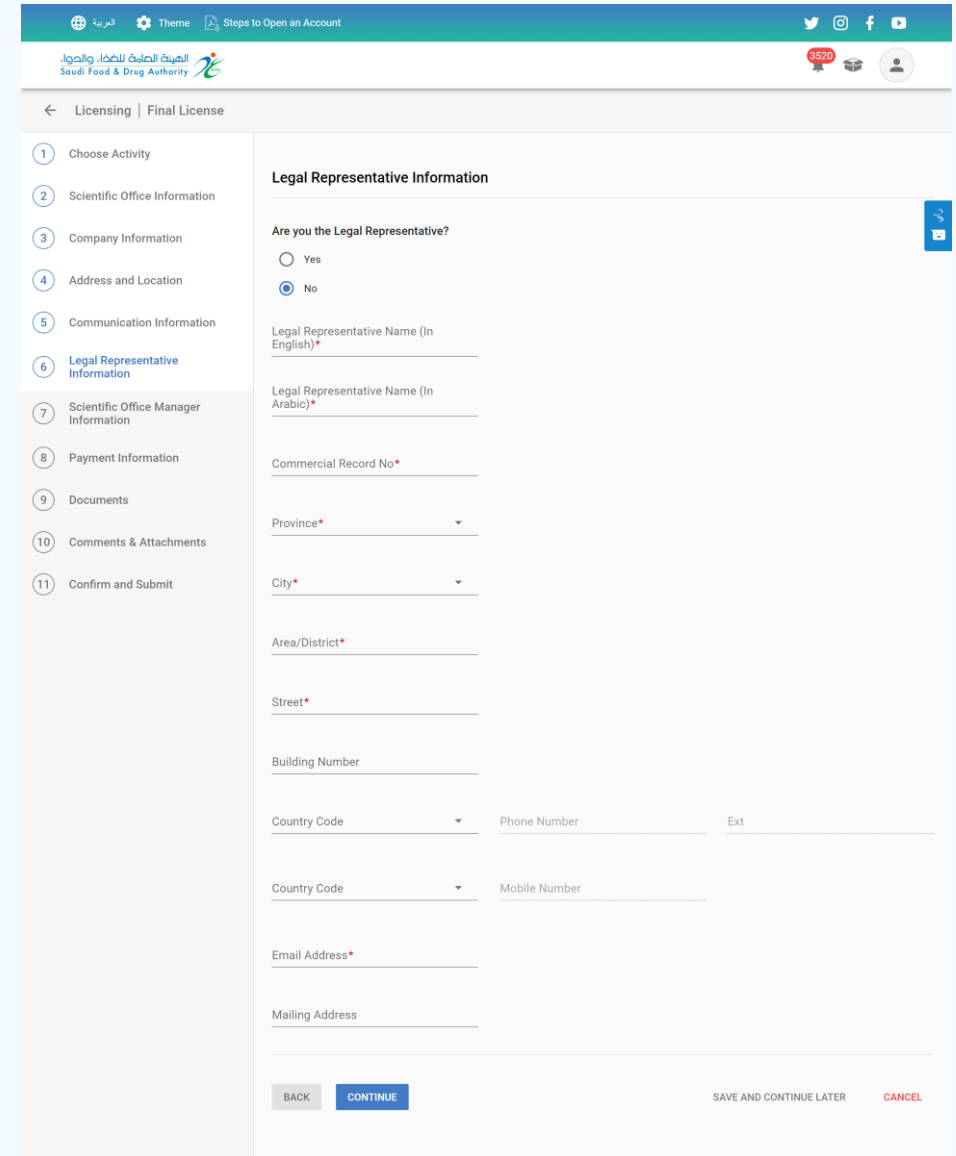
Yes

No

At the bottom of the form, there are four buttons: 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'. A blue 'ربي' (Yes) button is also visible on the right side of the form area.

Legal Representative Information

If (No) is selected, the required information is filled in



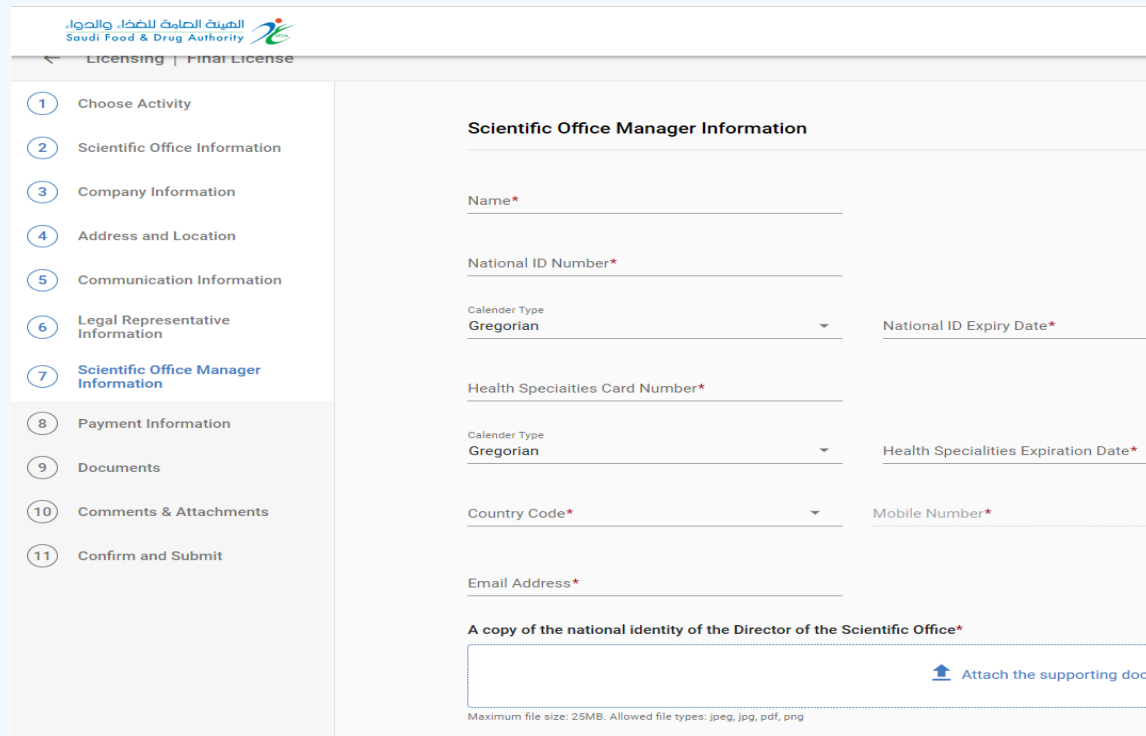
The screenshot displays the SFDA web portal interface for the 'Legal Representative Information' step. The page is titled 'Licensing | Final License' and features a navigation menu on the left with 11 steps. The current step, 'Legal Representative Information', is highlighted. The main content area contains the following fields and options:

- Legal Representative Information**
- Are you the Legal Representative?**
 - Yes
 - No
- Legal Representative Name (In English)*** (Text input field)
- Legal Representative Name (In Arabic)*** (Text input field)
- Commercial Record No*** (Text input field)
- Province*** (Dropdown menu)
- City*** (Dropdown menu)
- Area/District*** (Text input field)
- Street*** (Text input field)
- Building Number** (Text input field)
- Country Code** (Dropdown menu) | **Phone Number** (Text input field) | **Ext** (Text input field)
- Country Code** (Dropdown menu) | **Mobile Number** (Text input field)
- Email Address*** (Text input field)
- Mailing Address** (Text input field)

At the bottom of the form, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER CANCEL'.

Scientific office manager information

The required information is filled in and the documents of the Director of the Scientific Office are attached



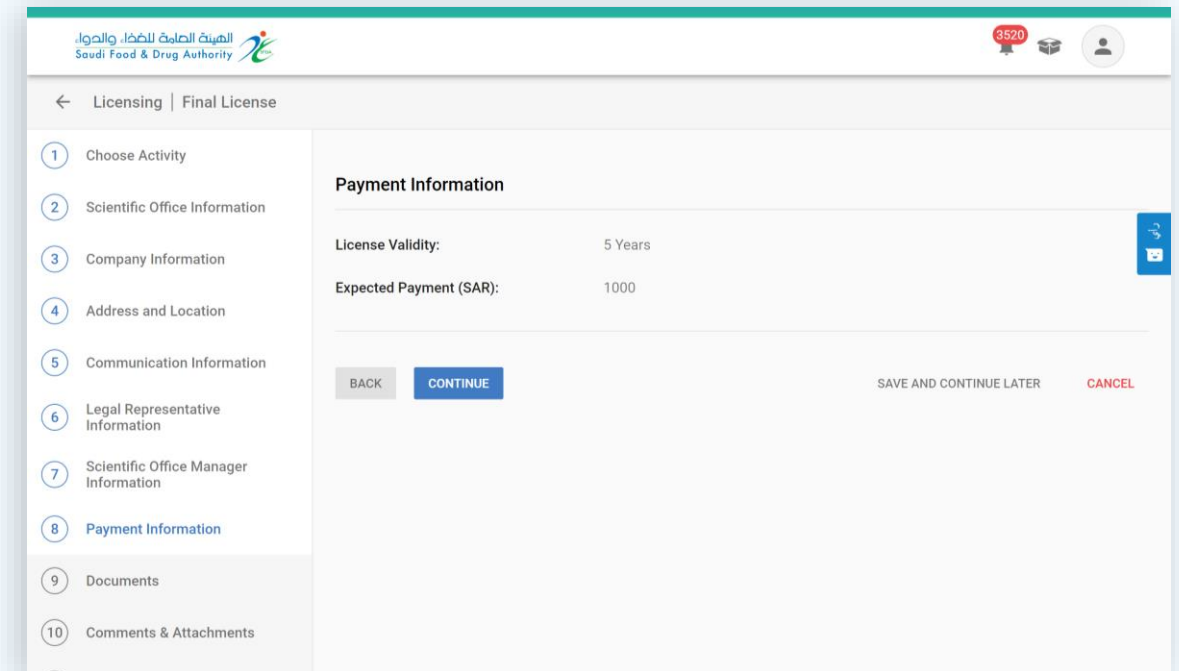
The screenshot displays the SFDA licensing portal interface. On the left, a navigation menu lists 11 steps: 1. Choose Activity, 2. Scientific Office Information, 3. Company Information, 4. Address and Location, 5. Communication Information, 6. Legal Representative Information, 7. Scientific Office Manager Information (highlighted), 8. Payment Information, 9. Documents, 10. Comments & Attachments, and 11. Confirm and Submit. The main content area is titled 'Scientific Office Manager Information' and contains the following fields:

- Name*
- National ID Number*
- Calendar Type: Gregorian (dropdown menu)
- National ID Expiry Date*
- Health Specialities Card Number*
- Calendar Type: Gregorian (dropdown menu)
- Health Specialities Expiration Date*
- Country Code* (dropdown menu)
- Mobile Number*
- Email Address*

Below the form fields, there is a section titled 'A copy of the national identity of the Director of the Scientific Office*' with an upload button labeled 'Attach the supporting document' and a note: 'Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png'.

Payment Information

Remuneration for the license



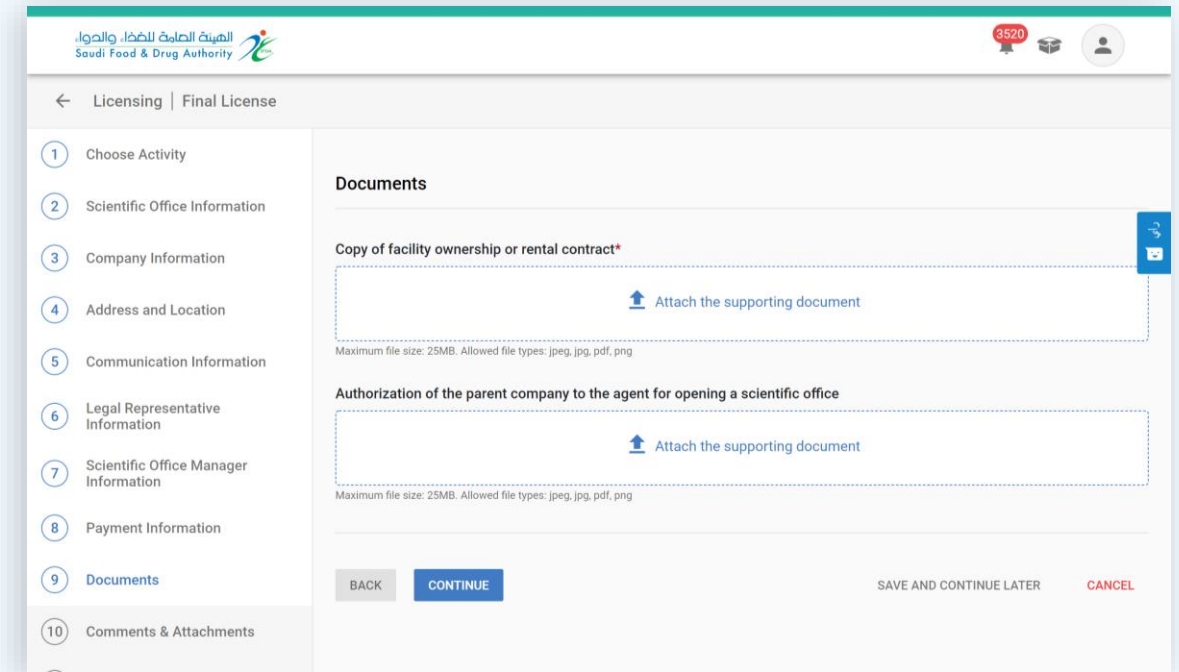
The screenshot displays the 'Final License' application process. The left sidebar lists 10 steps, with 'Payment Information' selected as step 8. The main content area shows the following details:

Payment Information	
License Validity:	5 Years
Expected Payment (SAR):	1000

At the bottom, there are four buttons: 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'. A notification icon with '3520' is visible in the top right corner of the app interface.

Documents

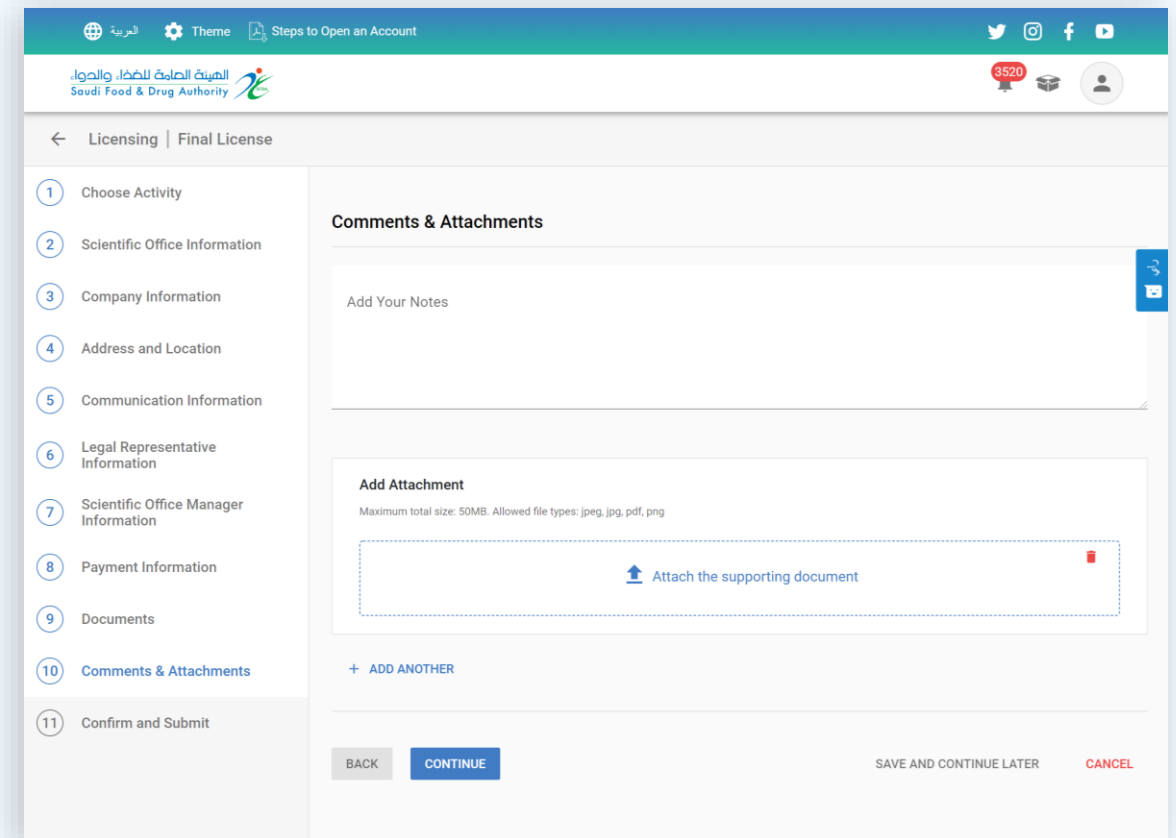
Supporting documents are attached to the application



The screenshot shows the SFDA mobile application interface for the 'Final License' step. The top navigation bar includes the SFDA logo, a notification badge with '3520', and a user profile icon. The main content area is titled 'Licensing | Final License' and features a vertical list of 10 steps on the left: 1. Choose Activity, 2. Scientific Office Information, 3. Company Information, 4. Address and Location, 5. Communication Information, 6. Legal Representative Information, 7. Scientific Office Manager Information, 8. Payment Information, 9. Documents (highlighted), and 10. Comments & Attachments. The 'Documents' section contains two required document upload fields. The first field is for a 'Copy of facility ownership or rental contract*' and the second is for 'Authorization of the parent company to the agent for opening a scientific office'. Both fields include an upload icon and the text 'Attach the supporting document'. Below each field, it specifies 'Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png'. At the bottom of the screen, there are four buttons: 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

Comments & Attachments

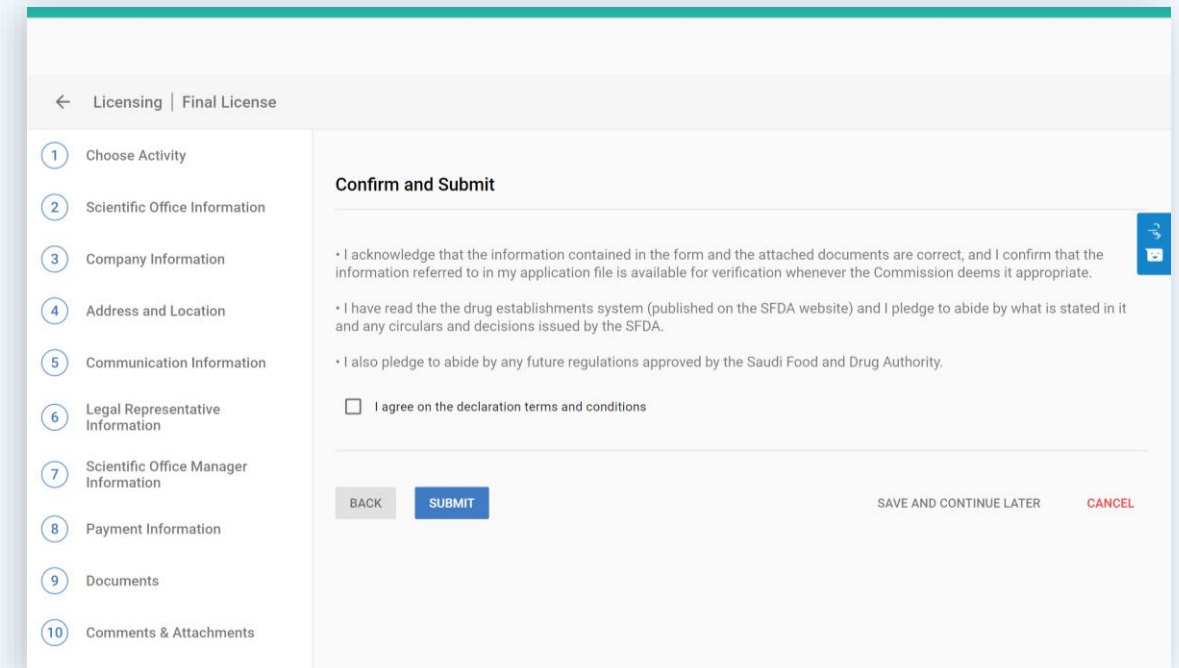
A comment is written and additional documents are attached when needed



The screenshot displays the 'Licensing | Final License' screen in the SFDA mobile application. On the left, a vertical list of 11 steps is shown, with step 10, 'Comments & Attachments', highlighted in blue. The main content area is titled 'Comments & Attachments' and features a text input field labeled 'Add Your Notes' with a blue 'Done' button on the right. Below this is an 'Add Attachment' section with a maximum size limit of 50MB and allowed file types of jpeg, jpg, pdf, and png. A dashed box contains an upload icon and the text 'Attach the supporting document'. A '+ ADD ANOTHER' link is positioned below the attachment area. At the bottom, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER', along with a 'CANCEL' button on the far right.

Confirm and Submit

Acknowledgment is approved as a condition for submitting the application via the system



The screenshot shows a web interface for the 'Final License' step in a licensing process. On the left is a vertical navigation menu with 10 steps: 1. Choose Activity, 2. Scientific Office Information, 3. Company Information, 4. Address and Location, 5. Communication Information, 6. Legal Representative Information, 7. Scientific Office Manager Information, 8. Payment Information, 9. Documents, and 10. Comments & Attachments. The current step, 'Confirm and Submit', is highlighted. The main content area contains a declaration with three bullet points: 'I acknowledge that the information contained in the form and the attached documents are correct, and I confirm that the information referred to in my application file is available for verification whenever the Commission deems it appropriate.', 'I have read the the drug establishments system (published on the SFDA website) and I pledge to abide by what is stated in it and any circulars and decisions issued by the SFDA.', and 'I also pledge to abide by any future regulations approved by the Saudi Food and Drug Authority.' Below the text is an unchecked checkbox labeled 'I agree on the declaration terms and conditions'. At the bottom, there are four buttons: 'BACK' (grey), 'SUBMIT' (blue), 'SAVE AND CONTINUE LATER' (grey), and 'CANCEL' (red). A small blue icon with a white 'x' is visible in the top right corner of the main content area.