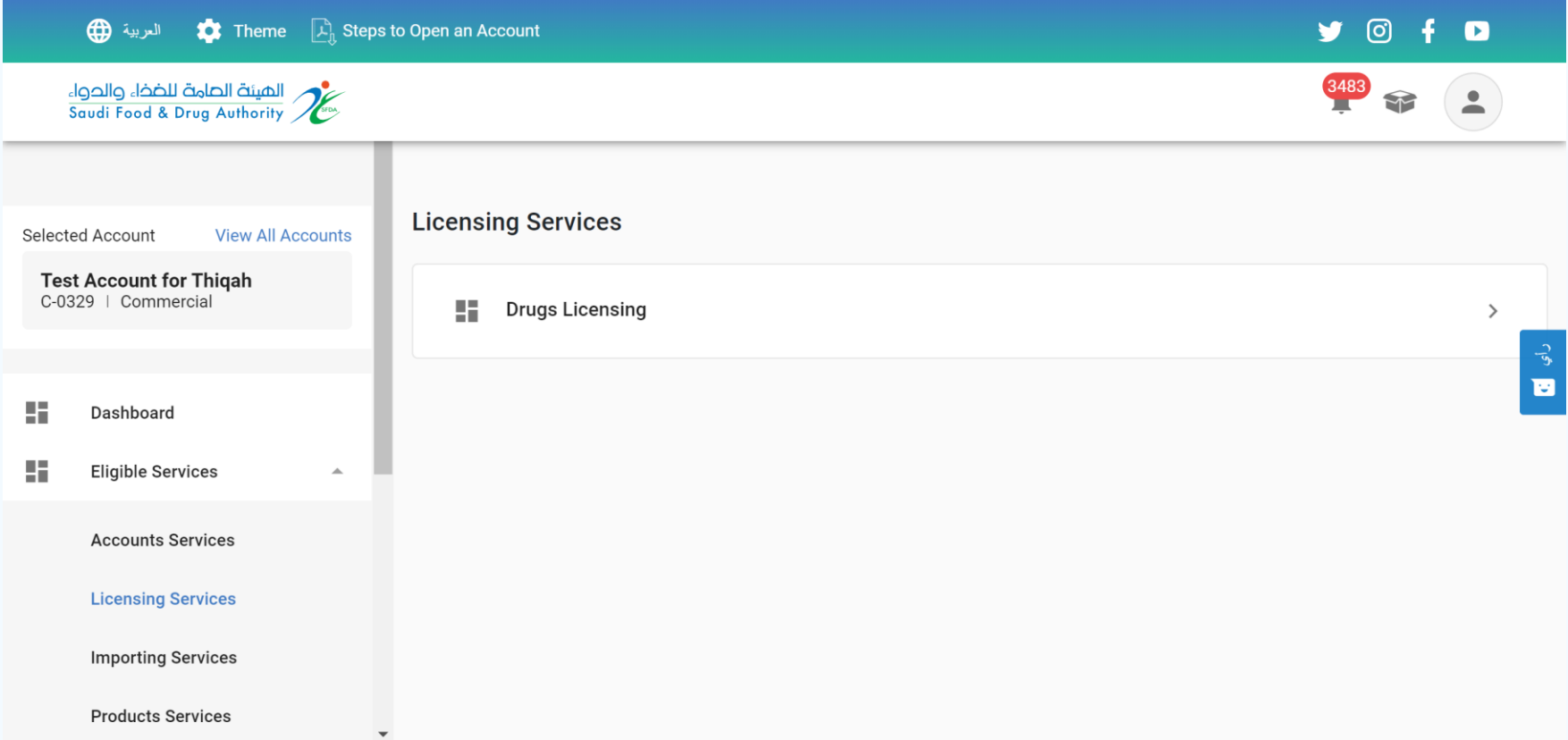


User Guide for E-services System

This Guide Is For The User for Drug Manufacturer License

Licensing Services

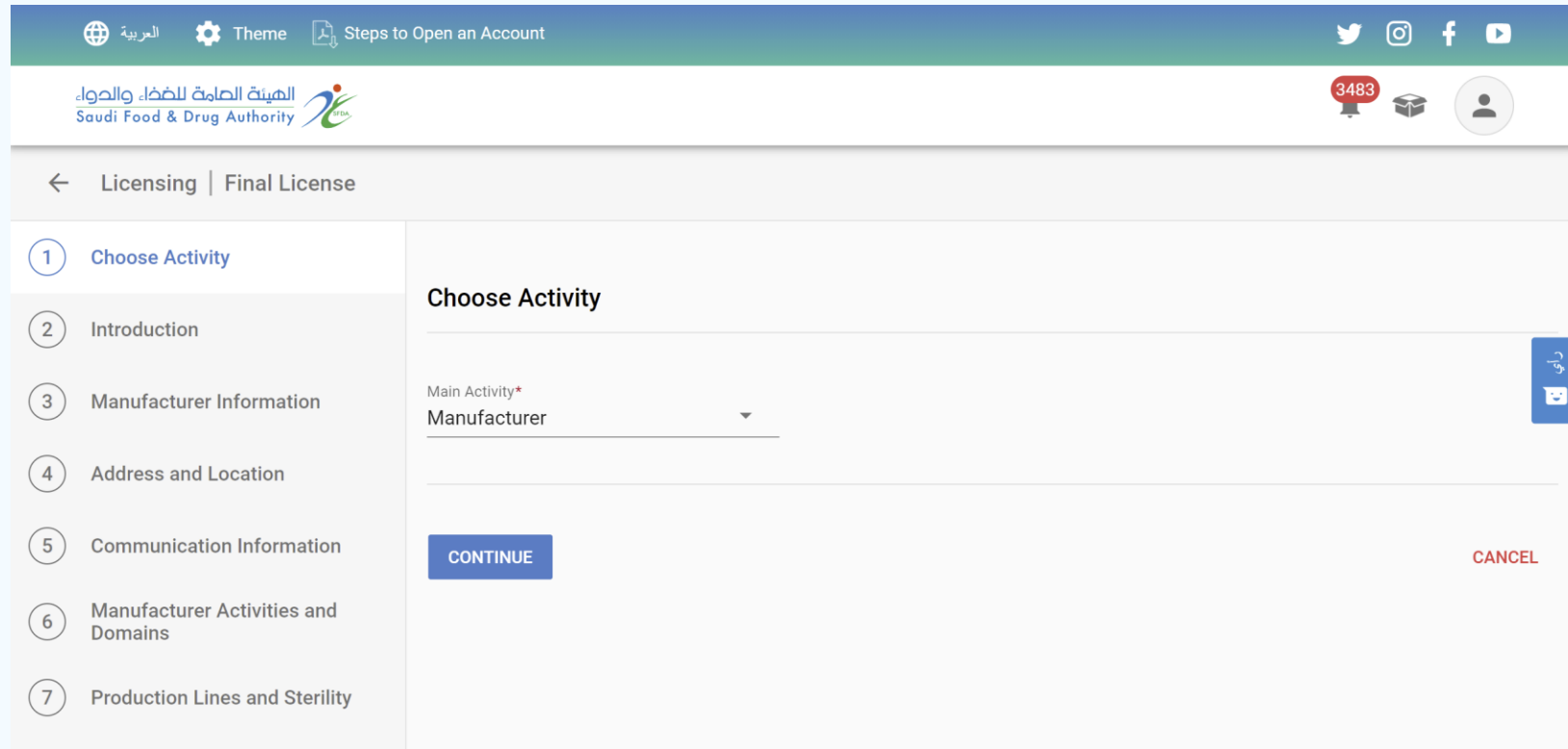
Activity
selection
The main
company



The screenshot displays the SFDA website interface. At the top, there is a navigation bar with a language selector (العربية), a theme selector, and a link to 'Steps to Open an Account'. Social media icons for Twitter, Instagram, Facebook, and YouTube are also present. Below the navigation bar, the SFDA logo and name are displayed, along with a notification bell icon showing 3483 notifications and a user profile icon. The main content area is titled 'Licensing Services' and features a 'Selected Account' section with 'View All Accounts' and a 'Test Account for Thiqah' (C-0329 | Commercial). A sidebar menu on the left lists various services: Dashboard, Eligible Services, Accounts Services, Licensing Services (highlighted in blue), Importing Services, and Products Services. The main content area shows a 'Drugs Licensing' button with a right-pointing arrow. A blue 'رأي' (Feedback) button is located in the bottom right corner.

Choose Activity

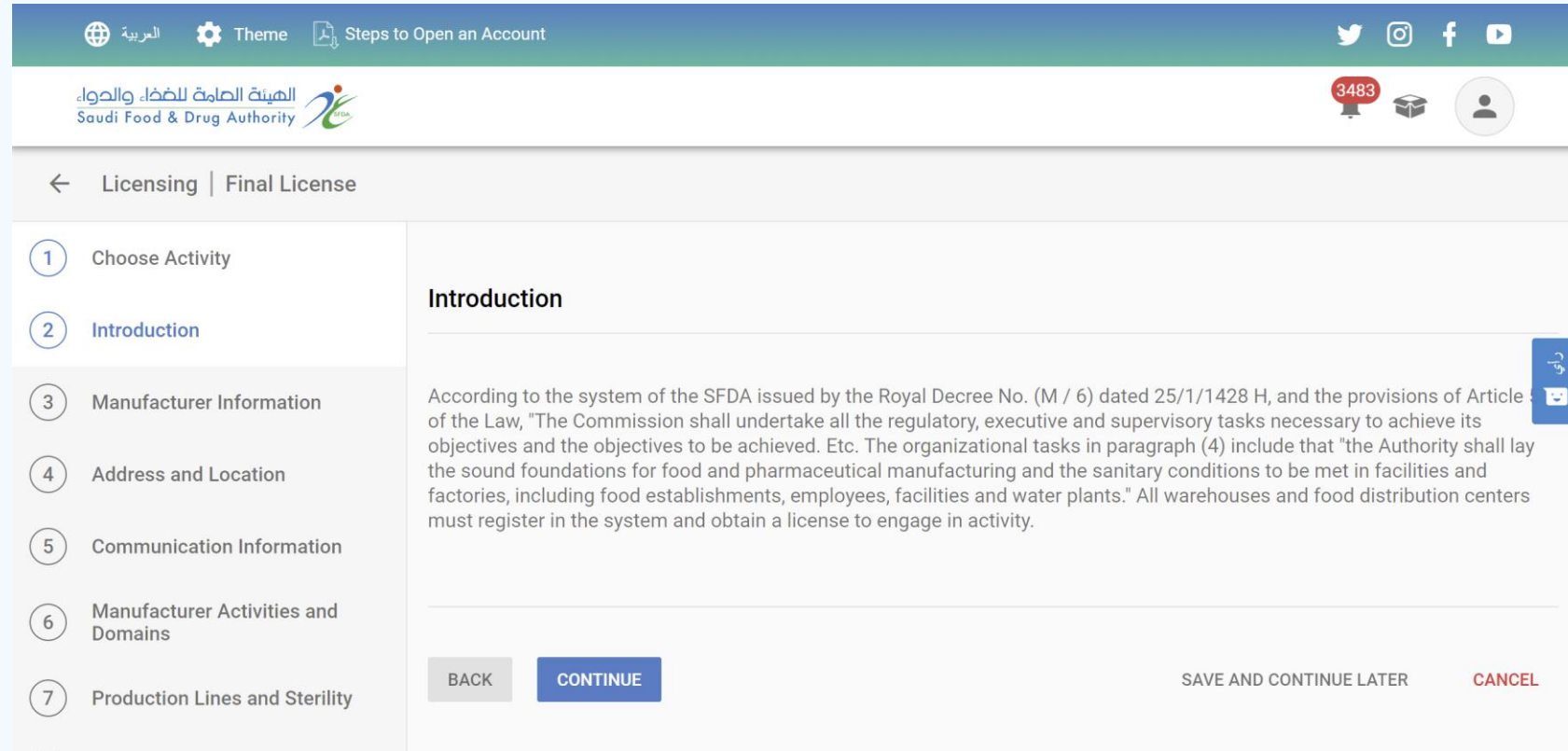
Type of facility



The screenshot displays the SFDA licensing portal interface. At the top, there is a navigation bar with a globe icon, the text 'العربية', a gear icon for 'Theme', and a document icon for 'Steps to Open an Account'. On the right side of the navigation bar are social media icons for Twitter, Instagram, Facebook, and YouTube. Below the navigation bar is a header section with the SFDA logo and name in Arabic and English, and a notification bell icon showing '3483' notifications. The main content area is titled 'Licensing | Final License' and contains a vertical list of steps: 1. Choose Activity (highlighted), 2. Introduction, 3. Manufacturer Information, 4. Address and Location, 5. Communication Information, 6. Manufacturer Activities and Domains, and 7. Production Lines and Sterility. The 'Choose Activity' step is expanded to show a form with the title 'Choose Activity'. The form includes a dropdown menu for 'Main Activity*' with 'Manufacturer' selected. At the bottom of the form are two buttons: 'CONTINUE' and 'CANCEL'. A blue button with a speech bubble icon and the text 'رأي' (Opinion) is located on the right side of the form.

Introduction

Description of the service based on the law of installations and preparations



The screenshot displays the mobile application interface for the Saudi Food & Drug Authority (SFDA). The top navigation bar includes a globe icon for language selection (العربية), a gear icon for 'Theme', and a document icon for 'Steps to Open an Account'. Social media icons for Twitter, Instagram, Facebook, and YouTube are also present. The main header shows the SFDA logo and a notification badge with the number '3483'. The current screen is titled 'Licensing | Final License' and features a vertical list of steps: 1. Choose Activity, 2. Introduction (highlighted), 3. Manufacturer Information, 4. Address and Location, 5. Communication Information, 6. Manufacturer Activities and Domains, and 7. Production Lines and Sterility. The 'Introduction' step is expanded to show the following text: 'According to the system of the SFDA issued by the Royal Decree No. (M / 6) dated 25/1/1428 H, and the provisions of Article ... of the Law, "The Commission shall undertake all the regulatory, executive and supervisory tasks necessary to achieve its objectives and the objectives to be achieved. Etc. The organizational tasks in paragraph (4) include that "the Authority shall lay the sound foundations for food and pharmaceutical manufacturing and the sanitary conditions to be met in facilities and factories, including food establishments, employees, facilities and water plants." All warehouses and food distribution centers must register in the system and obtain a license to engage in activity.' At the bottom of the screen, there are four buttons: 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

Manufacturer Information

Manufacturer information

العربية Theme Steps to Open an Account

الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

3483

← Licensing | Final License

1 Choose Activity

2 Introduction

3 **Manufacturer Information**

4 Address and Location

5 Communication Information

6 Manufacturer Activities and Domains

7 Production Lines and Sterility

Manufacturer Information

Manufacturer Name Arabic: شركة ابازير التجارية

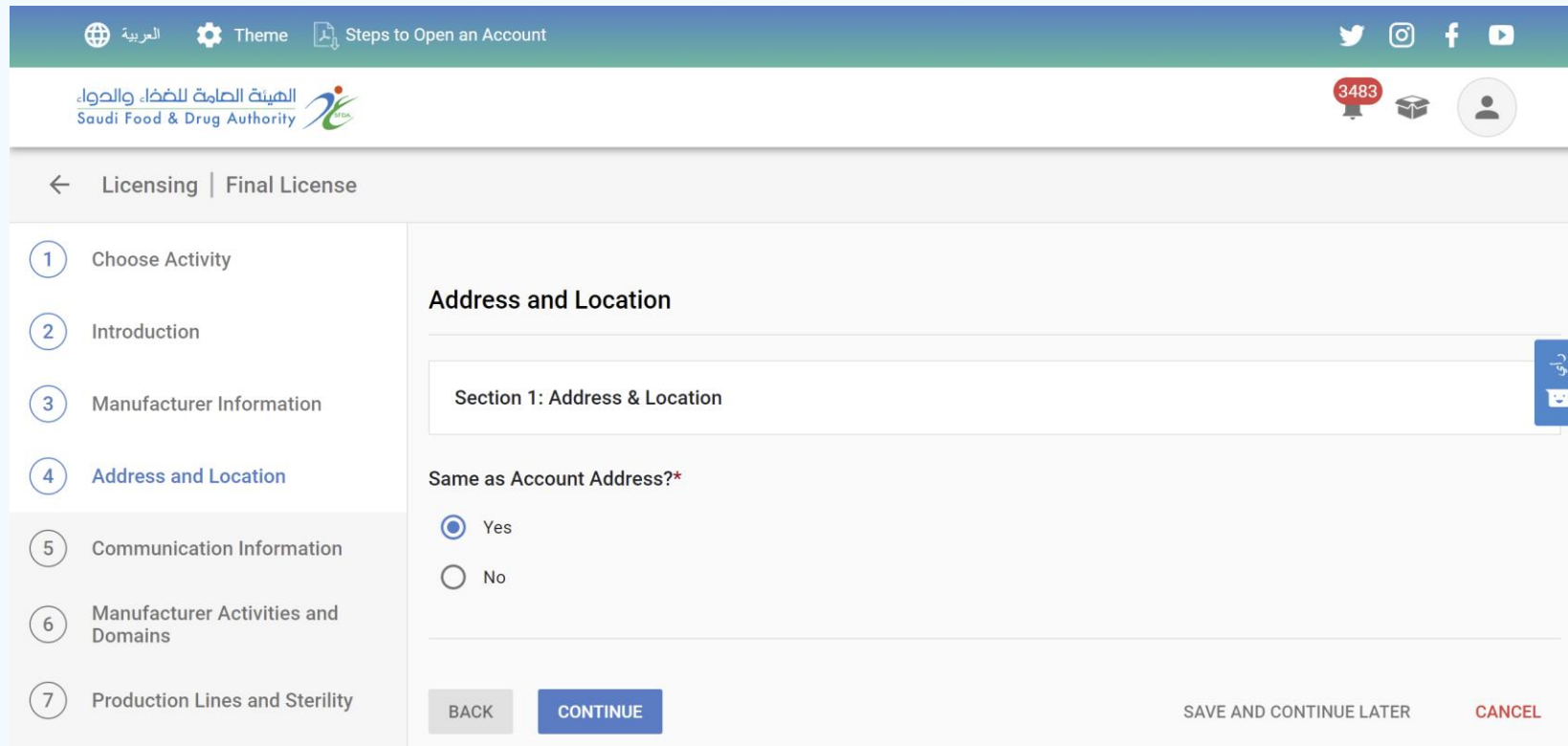
Manufacturer Name English: Test Account for Thiqah

Manufacturing Final License No.*

BACK CONTINUE SAVE AND CONTINUE LATER CANCEL

Address and Location

Address and location of the factory



The screenshot displays the SFDA licensing portal interface. At the top, there is a navigation bar with a globe icon, the text 'العربية', a gear icon for 'Theme', and a document icon for 'Steps to Open an Account'. On the right side of the top bar are social media icons for Twitter, Instagram, Facebook, and YouTube. Below the top bar is a header section with the SFDA logo and name in Arabic and English, a notification bell icon with '3483', a package icon, and a user profile icon.

The main content area is titled 'Licensing | Final License' and features a vertical list of seven steps on the left side:

- 1 Choose Activity
- 2 Introduction
- 3 Manufacturer Information
- 4 Address and Location
- 5 Communication Information
- 6 Manufacturer Activities and Domains
- 7 Production Lines and Sterility

The 'Address and Location' step is currently active. The main form area is titled 'Address and Location' and contains a section labeled 'Section 1: Address & Location'. Below this section is a question: 'Same as Account Address?*' with two radio button options: 'Yes' (selected) and 'No'. At the bottom of the form, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER'. A 'CANCEL' button is also visible in the bottom right corner.



Address and Location

Address and location of the factory

المربية Theme Steps to Open an Account

الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

3483

← Licensing | Final License

- 1 Choose Activity
- 2 Introduction
- 3 Manufacturer Information
- 4 Address and Location
- 5 Communication Information
- 6 Manufacturer Activities and Domains
- 7 Production Lines and Sterility
- 8 Packaging
- 9 Quality Control Testing
- 10 Technical Manager Information
- 11 Responsible Person for Quality Control
- 12 Payment Information
- 13 Documents
- 14 Comments & Attachments
- 15 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

Google Riyadh AR RAYYAN

Map data ©2021 | Terms of Use

BACK CONTINUE SAVE AND CONTINUE LATER CANCEL



Communication Information

Communication information

العربية Theme Steps to Open an Account

الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

3483

← Licensing | Final License

- 1 Choose Activity
- 2 Introduction
- 3 Manufacturer Information
- 4 Address and Location
- 5 **Communication Information**
- 6 Manufacturer Activities and Domains
- 7 Production Lines and Sterility

Communication Information

Section 2: Communication Information

Same as Account Contact Information?*

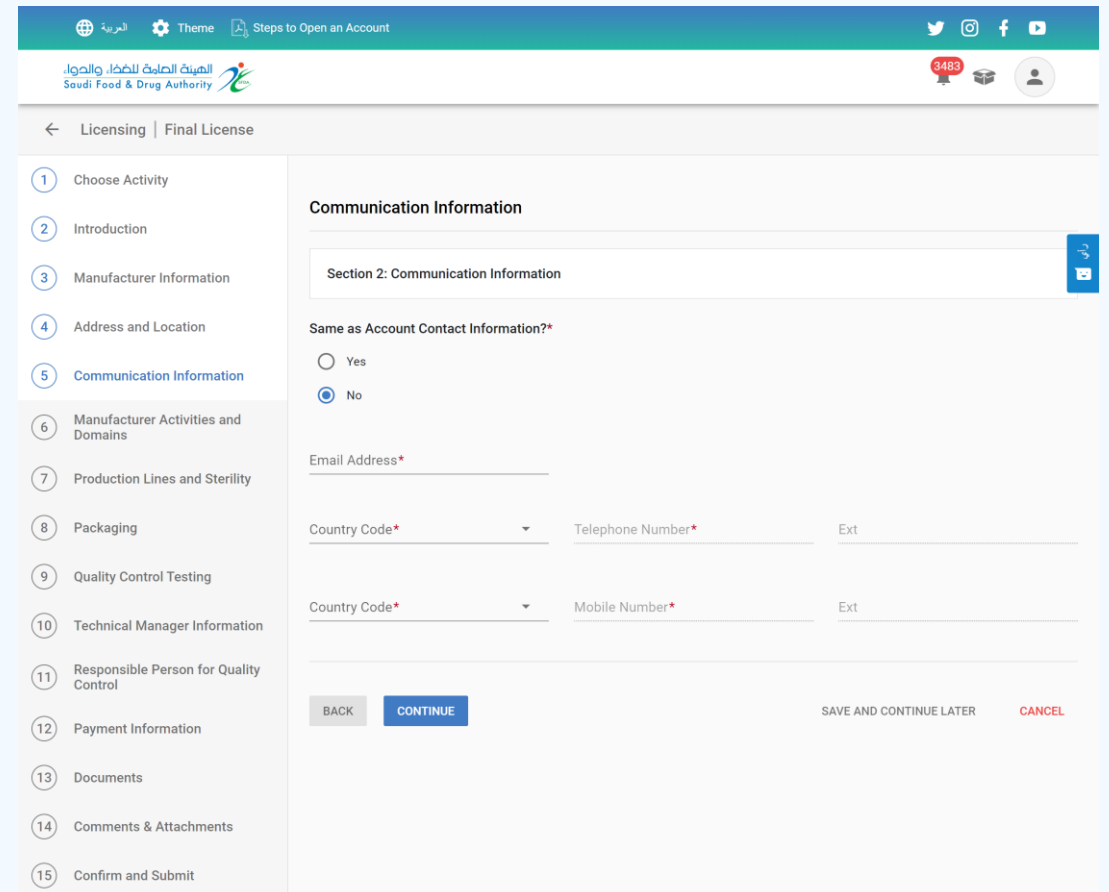
Yes

No

BACK CONTINUE SAVE AND CONTINUE LATER CANCEL

Communication Information

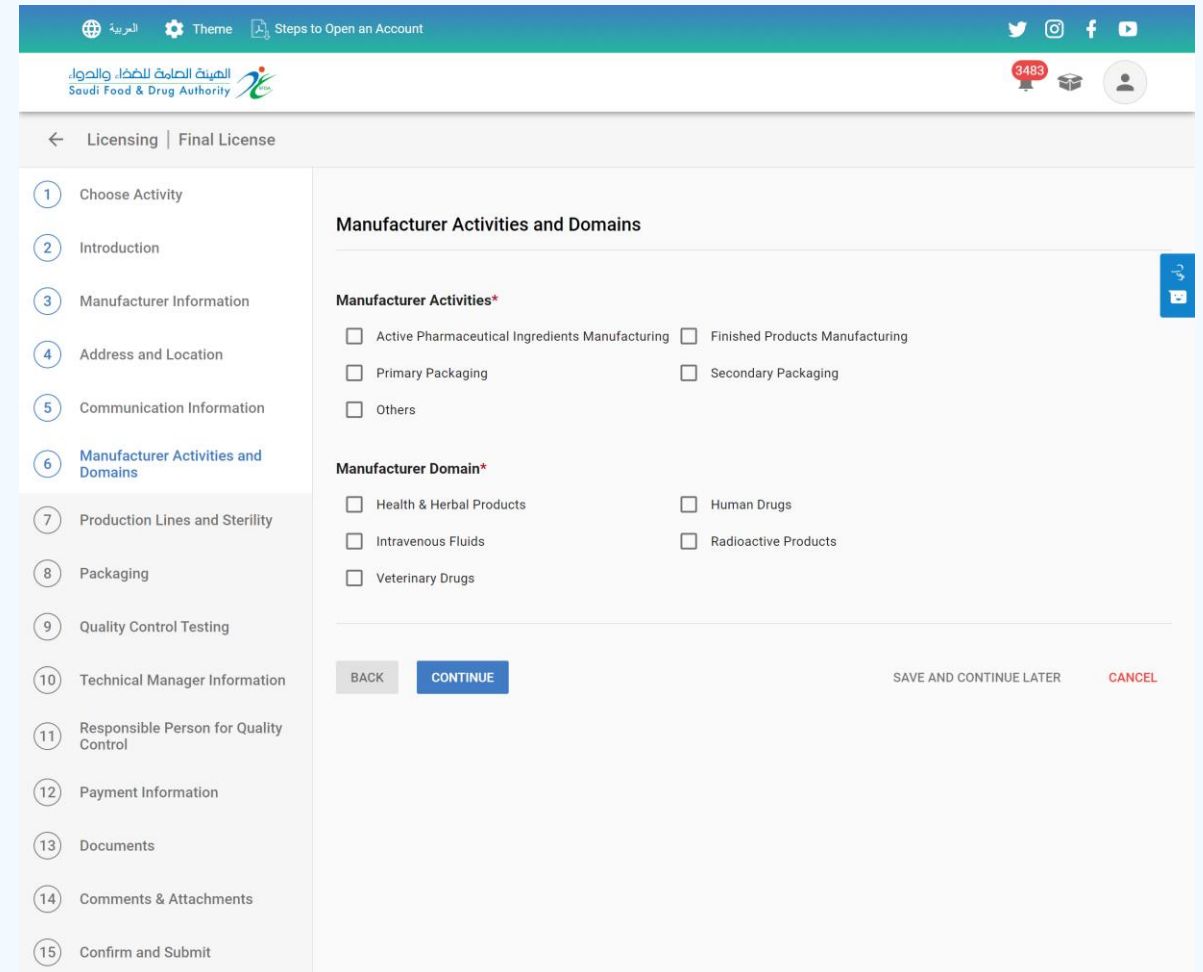
Description



The screenshot shows the 'Final License' step of a licensing application. The left sidebar lists 15 steps, with 'Communication Information' (step 5) highlighted. The main content area is titled 'Communication Information' and contains a section for 'Section 2: Communication Information'. It includes a question 'Same as Account Contact Information?' with radio buttons for 'Yes' and 'No' (selected). Below this are input fields for 'Email Address*', 'Country Code*', 'Telephone Number*', and 'Ext'. A second set of fields for 'Country Code*', 'Mobile Number*', and 'Ext' is also present. At the bottom, there are buttons for 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

Manufacturer Activities and Domains

Are the special activities of the factory and for pharmaceuticals



The screenshot displays the 'Licensing | Final License' page on the SFDA portal. The left sidebar contains a list of 15 steps, with step 6, 'Manufacturer Activities and Domains', highlighted in blue. The main content area is titled 'Manufacturer Activities and Domains' and contains two sections: 'Manufacturer Activities*' and 'Manufacturer Domain*'. Each section has several checkboxes for selection.

Manufacturer Activities*

- Active Pharmaceutical Ingredients Manufacturing
- Finished Products Manufacturing
- Primary Packaging
- Secondary Packaging
- Others

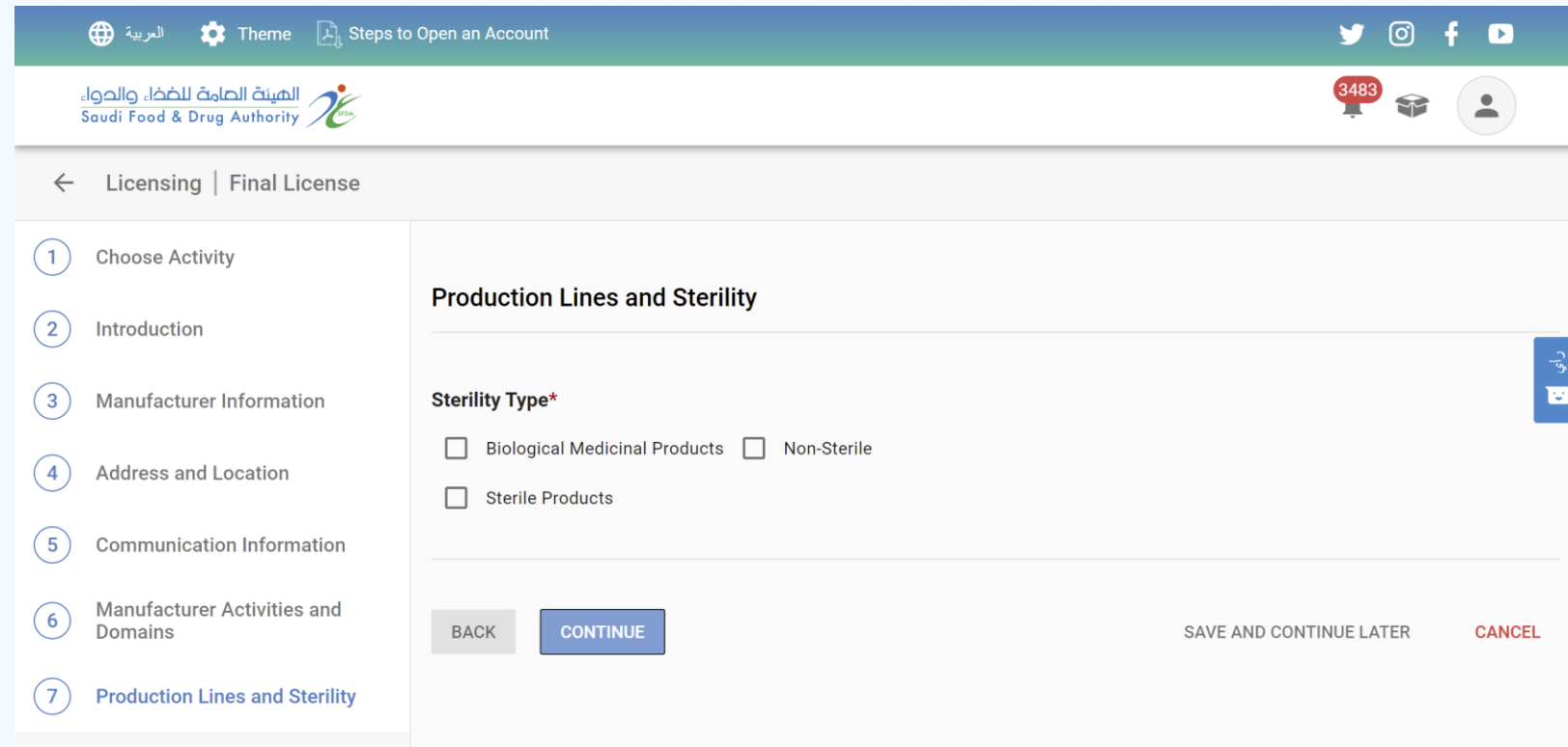
Manufacturer Domain*

- Health & Herbal Products
- Human Drugs
- Intravenous Fluids
- Radioactive Products
- Veterinary Drugs

At the bottom of the form, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER'. A 'CANCEL' button is also present on the right side.

Production Lines and Sterility

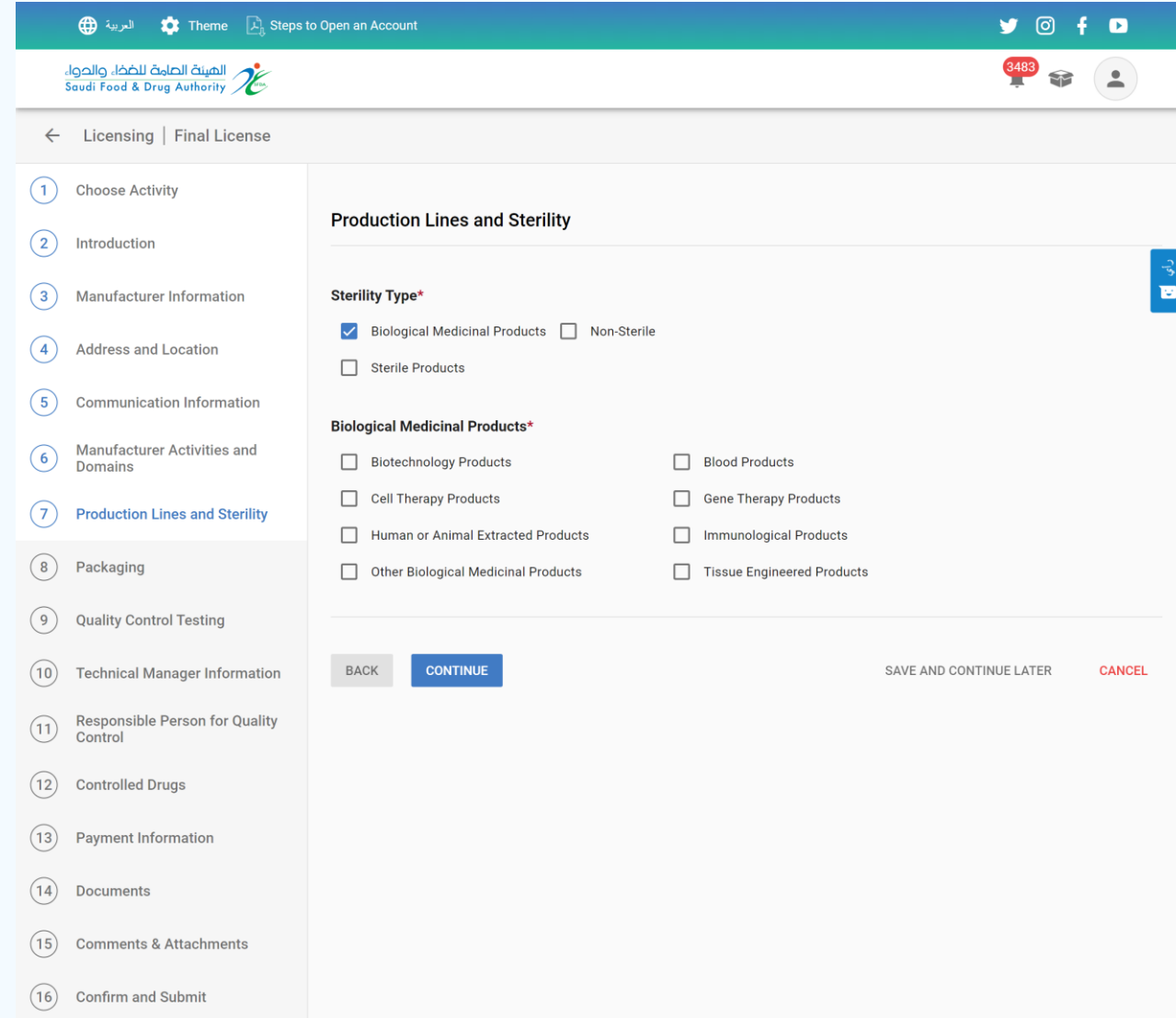
Type of sterility



The screenshot displays the SFDA web application interface. At the top, there is a navigation bar with a globe icon for 'العربية', a gear icon for 'Theme', and a document icon for 'Steps to Open an Account'. Social media icons for Twitter, Instagram, Facebook, and YouTube are also present. Below the navigation bar, the SFDA logo and name are displayed, along with a notification bell icon showing '3483' and a user profile icon. The main content area is titled 'Licensing | Final License' and contains a sidebar with a list of steps: 1. Choose Activity, 2. Introduction, 3. Manufacturer Information, 4. Address and Location, 5. Communication Information, 6. Manufacturer Activities and Domains, and 7. Production Lines and Sterility. The 'Production Lines and Sterility' form is currently active and shows the following options under 'Sterility Type*':
 Biological Medicinal Products Non-Sterile
 Sterile Products
At the bottom of the form, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER', along with a 'CANCEL' link.

Production Lines and Sterility

Biological Medicinal Products



The screenshot displays the SFDA licensing portal interface. At the top, there is a navigation bar with the Saudi Food & Drug Authority logo and the text 'Saudi Food & Drug Authority'. Below this, a breadcrumb trail shows 'Licensing | Final License'. A vertical sidebar on the left contains 16 numbered steps: 1. Choose Activity, 2. Introduction, 3. Manufacturer Information, 4. Address and Location, 5. Communication Information, 6. Manufacturer Activities and Domains, 7. Production Lines and Sterility (highlighted), 8. Packaging, 9. Quality Control Testing, 10. Technical Manager Information, 11. Responsible Person for Quality Control, 12. Controlled Drugs, 13. Payment Information, 14. Documents, 15. Comments & Attachments, and 16. Confirm and Submit. The main content area is titled 'Production Lines and Sterility' and contains the following options:

- Sterility Type***
 - Biological Medicinal Products
 - Non-Sterile
 - Sterile Products
- Biological Medicinal Products***
 - Biotechnology Products
 - Cell Therapy Products
 - Human or Animal Extracted Products
 - Other Biological Medicinal Products
 - Blood Products
 - Gene Therapy Products
 - Immunological Products
 - Tissue Engineered Products

At the bottom of the form, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER'. A 'CANCEL' button is also present in the bottom right corner.



Production Lines and Sterility

Non-Sterile

العربية Theme Steps to Open an Account

الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

3483

← Licensing | Final License

- 1 Choose Activity
- 2 Introduction
- 3 Manufacturer Information
- 4 Address and Location
- 5 Communication Information
- 6 Manufacturer Activities and Domains
- 7 **Production Lines and Sterility**
- 8 Packaging
- 9 Quality Control Testing
- 10 Technical Manager Information
- 11 Responsible Person for Quality Control
- 12 Controlled Drugs
- 13 Payment Information
- 14 Documents
- 15 Comments & Attachments
- 16 Confirm and Submit

Production Lines and Sterility

Sterility Type*

Biological Medicinal Products Non-Sterile

Sterile Products

Non-Sterile Products*

Cephalosporin General

Health Products Herbal

High Potent Penicillin

Production Lines*

Capsules, Hard Shell Capsules, Soft Shell

Chewing Gums Liquids for External Use

Other Non-Sterile Products Other Solid Dosage Forms

Pressurised Preparations Semi Solids

Tablets Transdermal Patches

Transdermal Patches Veterinary Premixes

Veterinary Premixes

BACK CONTINUE SAVE AND CONTINUE LATER CANCEL



Production Lines and Sterility

Sterile Products

العربية Theme Steps to Open an Account

الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

3483

← Licensing | Final License

- 1 Choose Activity
- 2 Introduction
- 3 Manufacturer Information
- 4 Address and Location
- 5 Communication Information
- 6 Manufacturer Activities and Domains
- 7 **Production Lines and Sterility**
- 8 Packaging
- 9 Quality Control Testing
- 10 Technical Manager Information
- 11 Responsible Person for Quality Control
- 12 Controlled Drugs
- 13 Payment Information
- 14 Documents
- 15 Comments & Attachments
- 16 Confirm and Submit

Production Lines and Sterility

Sterility Type*

Biological Medicinal Products Non-Sterile

Sterile Products

Sterile Products*

Cephalosporin General

High Potent Penicillin

Sterility Other Options

Aseptically Prepared Terminally Sterilized

BACK CONTINUE SAVE AND CONTINUE LATER CANCEL



Packaging

Primary Packaging

العربية Theme Steps to Open an Account

الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

3483

← Licensing | Final License

- 1 Choose Activity
- 2 Introduction
- 3 Manufacturer Information
- 4 Address and Location
- 5 Communication Information
- 6 Manufacturer Activities and Domains
- 7 Production Lines and Sterility
- 8 **Packaging**
- 9 Quality Control Testing
- 10 Technical Manager Information
- 11 Responsible Person for Quality Control
- 12 Controlled Drugs
- 13 Payment Information
- 14 Documents
- 15 Comments & Attachments
- 16 Confirm and Submit

Packaging

Packaging*

Primary Packaging
 Secondary Packaging

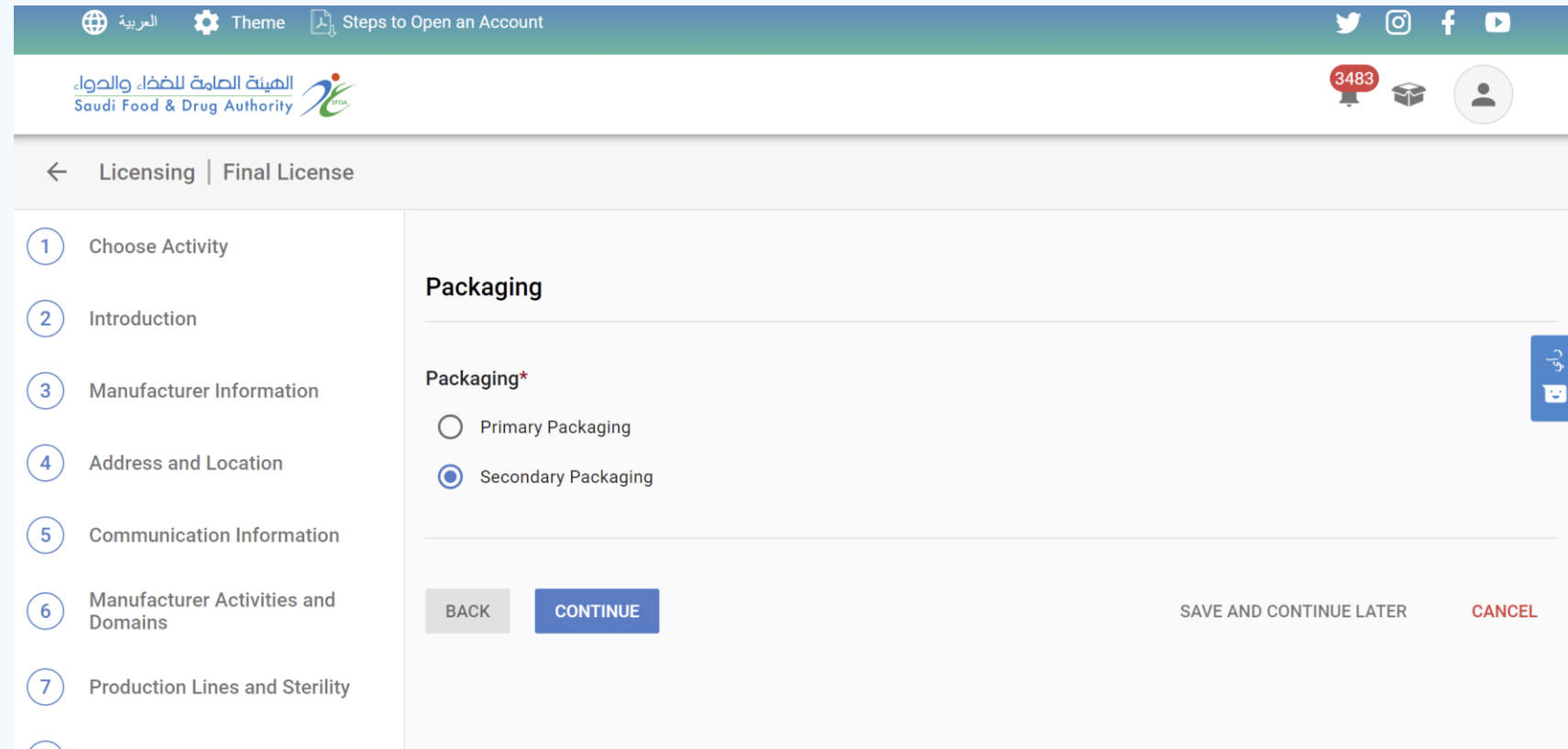
Biological Medicinal Products*

<input type="checkbox"/> Capsules, Hard Shell	<input type="checkbox"/> Capsules, Soft Shell
<input type="checkbox"/> Chewing Gums	<input type="checkbox"/> Liquids for External Use
<input type="checkbox"/> Liquids for internal Use	<input type="checkbox"/> Other Non-Sterile Products
<input type="checkbox"/> Other Solid Dosage Forms	<input type="checkbox"/> Pressurised Preparations
<input type="checkbox"/> Semi Solids	<input type="checkbox"/> Suppositories
<input type="checkbox"/> Tablets	<input type="checkbox"/> Transdermal Patches
<input type="checkbox"/> Veterinary Premixes	

BACK CONTINUE SAVE AND CONTINUE LATER CANCEL

Packaging

Secondary Packaging



The screenshot shows the mobile application interface for the 'Packaging' step of a license application. The top navigation bar includes a language selector (العربية), a theme selector, and a link to 'Steps to Open an Account'. The main header displays the SFDA logo and a notification badge with the number 3483. The current step is 'Packaging', indicated by a blue bar on the right side of the screen.

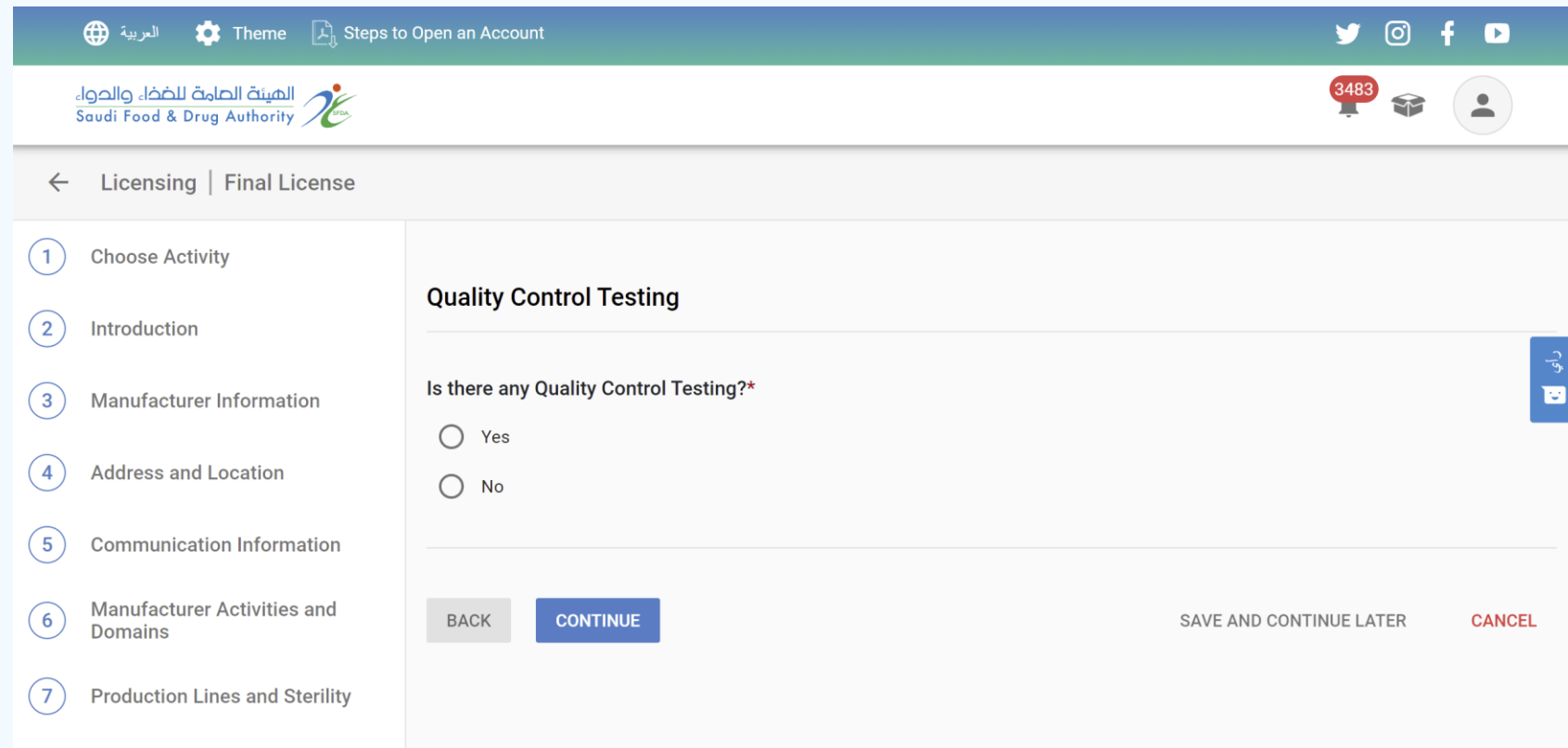
The 'Packaging' section contains a radio button selection for 'Packaging*'. The 'Secondary Packaging' option is selected, while 'Primary Packaging' is unselected. Below the selection, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER'. A 'CANCEL' button is also visible in the bottom right corner.

The left sidebar shows a list of steps in the application process:

- 1 Choose Activity
- 2 Introduction
- 3 Manufacturer Information
- 4 Address and Location
- 5 Communication Information
- 6 Manufacturer Activities and Domains
- 7 Production Lines and Sterility

Quality Control Testing

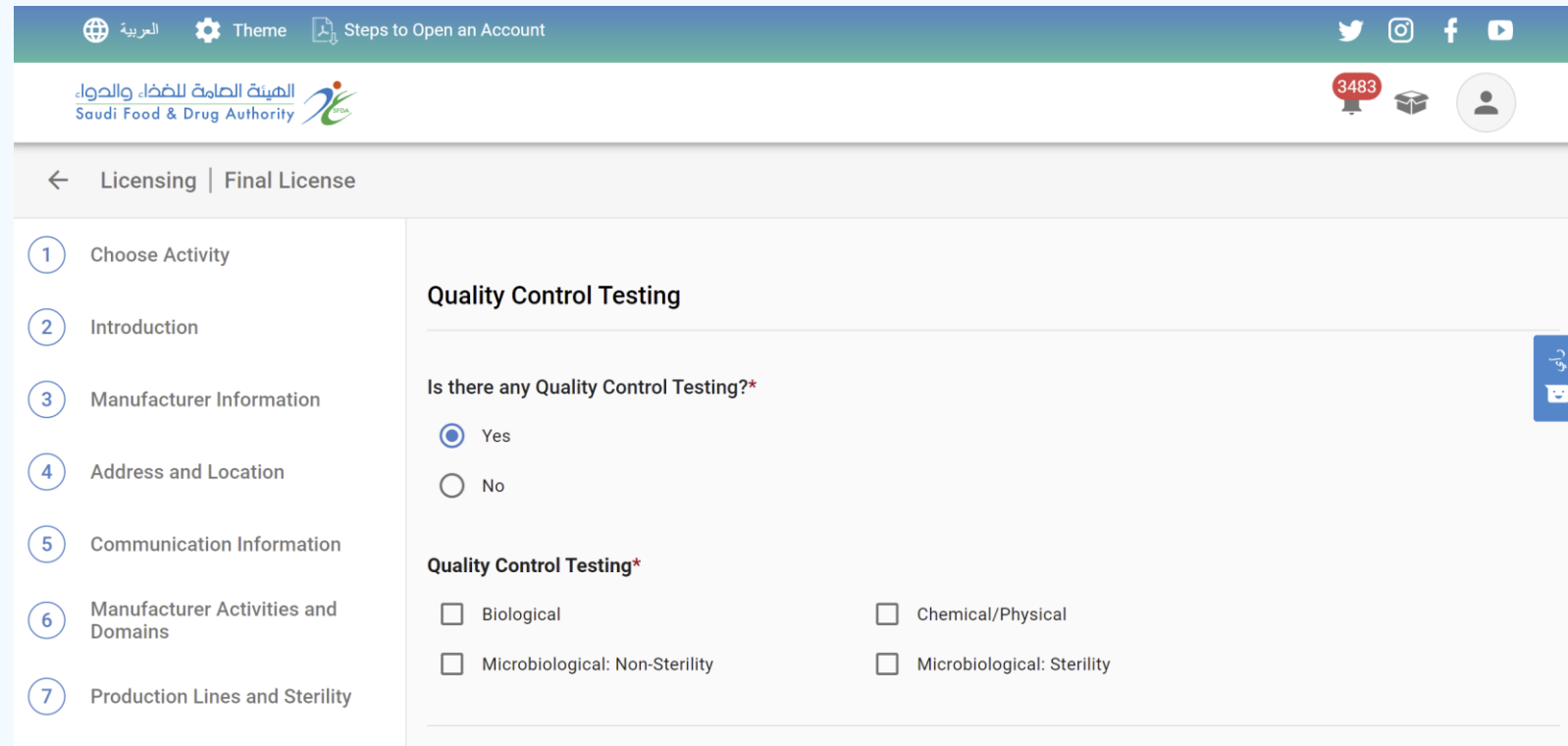
Quality tests for
preparations



The screenshot displays the SFDA mobile application interface. At the top, there is a navigation bar with a globe icon, the text 'العربية', a gear icon for 'Theme', and a document icon for 'Steps to Open an Account'. Below this is a header with the SFDA logo and name in Arabic and English, along with a notification bell icon showing '3483' and a user profile icon. The main content area is titled 'Licensing | Final License' and features a vertical list of steps: 1. Choose Activity, 2. Introduction, 3. Manufacturer Information, 4. Address and Location, 5. Communication Information, 6. Manufacturer Activities and Domains, and 7. Production Lines and Sterility. The current step, 'Quality Control Testing', is highlighted. The question 'Is there any Quality Control Testing?*' is displayed with two radio button options: 'Yes' and 'No'. At the bottom, there are four buttons: 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'. A blue button with the Arabic word 'رأي' (Opinion) is also visible on the right side.

Quality Control Testing

If (No) is selected, go to the next page



The screenshot shows the SFDA website interface. At the top, there is a navigation bar with a globe icon, the text 'العربية', a gear icon for 'Theme', and a document icon for 'Steps to Open an Account'. On the right side of the top bar are social media icons for Twitter, Instagram, Facebook, and YouTube. Below this is a header with the SFDA logo and name, and a notification bell icon showing '3483' notifications. The main content area is titled 'Licensing | Final License' and contains a sidebar with a numbered list of steps: 1. Choose Activity, 2. Introduction, 3. Manufacturer Information, 4. Address and Location, 5. Communication Information, 6. Manufacturer Activities and Domains, and 7. Production Lines and Sterility. The main content area is titled 'Quality Control Testing' and contains the question 'Is there any Quality Control Testing?*' with radio buttons for 'Yes' (selected) and 'No'. Below this, there is a section titled 'Quality Control Testing*' with four checkboxes: 'Biological', 'Chemical/Physical', 'Microbiological: Non-Sterility', and 'Microbiological: Sterility'.



Technical Manager Information

Information of the technical manager of the factory and his documents such as specialization card, identity, experience and certificates

العربية Theme Steps to Open an Account

الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

← Licensing | Final License

- 1 Choose Activity
- 2 Introduction
- 3 Manufacturer Information
- 4 Address and Location
- 5 Communication Information
- 6 Manufacturer Activities and Domains
- 7 Production Lines and Sterility
- 8 Packaging
- 9 Quality Control Testing
- 10 **Technical Manager Information**
- 11 Responsible Person for Quality Control
- 12 Controlled Drugs
- 13 Payment Information
- 14 Documents
- 15 Comments & Attachments
- 16 Confirm and Submit

Technical Manager Information

Name*

National ID Number*

Calendar Type
Gregorian

National ID Expiry Date*

Professional Registration ID No*

Calendar Type
Gregorian

Professional Registrations ID Expiry Date*

Country Code* Mobile Number* Ext

Email Address*

Copy of certified technical director's certificate*

Attach the supporting document

Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png

Copy of documented experience certificates*

Attach the supporting document

Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png

Copy of the professional registration card (for pharmacists)*

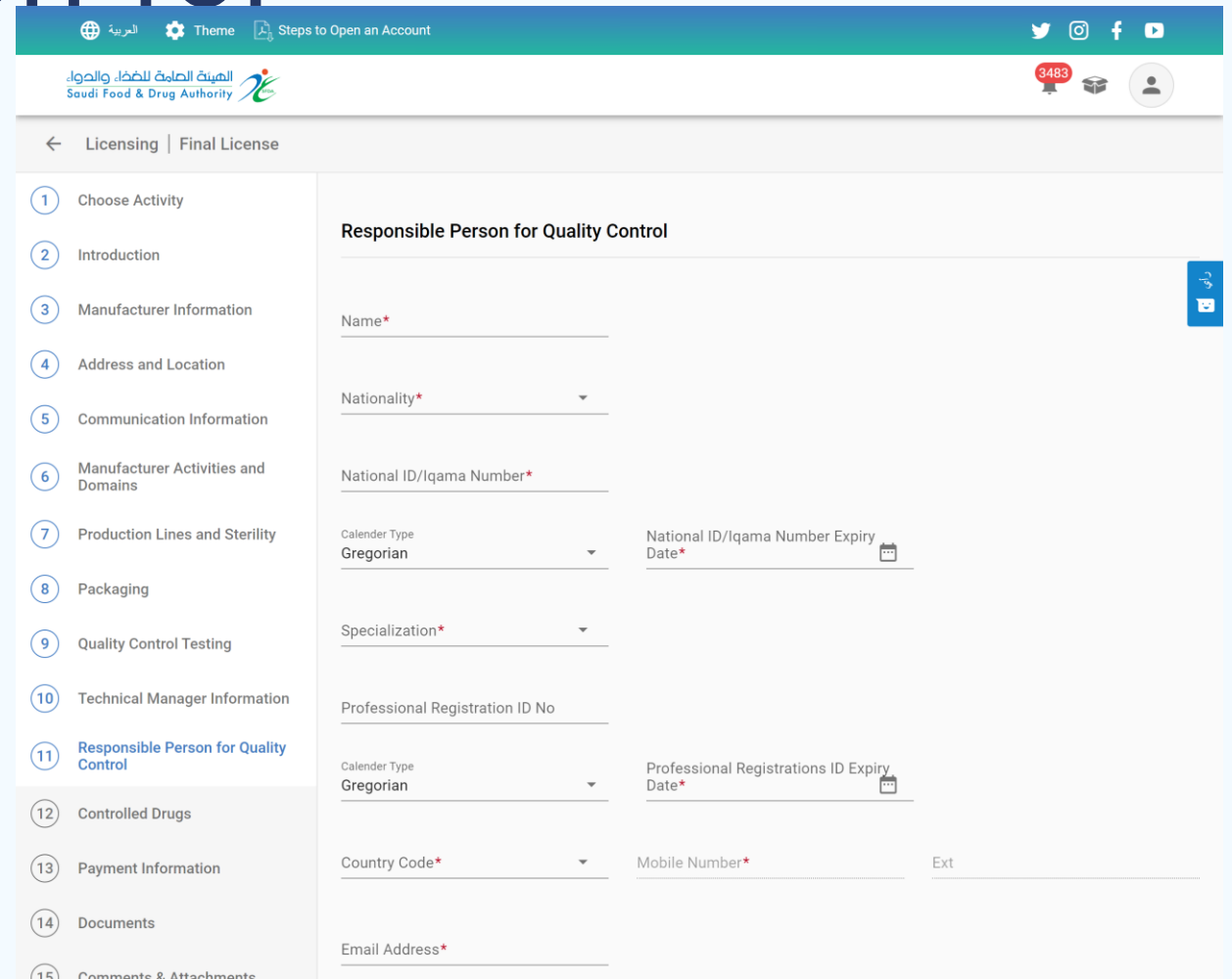
Attach the supporting document

Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png

BACK CONTINUE SAVE AND CONTINUE LATER CANCEL

Responsible Person for Quality Control

Information about the person in charge of quality control



The screenshot displays the SFDA web portal interface for the 'Responsible Person for Quality Control' form. The page is titled 'Licensing | Final License' and features a navigation menu on the left with 15 steps. Step 11, 'Responsible Person for Quality Control', is currently selected and highlighted. The form fields include:


- Name*
- Nationality*
- National ID/Iqama Number*
- Calendar Type: Gregorian
- National ID/Iqama Number Expiry Date*
- Specialization*
- Professional Registration ID No
- Calendar Type: Gregorian
- Professional Registrations ID Expiry Date*
- Country Code*
- Mobile Number*
- Ext
- Email Address*

Responsible Person for Quality Control

Documents of the Quality Control Officer such as specialization card, identity, experience and certificates


16 Confirm and Submit

Copy of the certificate of scientific qualification certified by the embassy (for non-Saudis)*

 Attach the supporting document


Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png

National identity / residence photo*

 Attach the supporting document


Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png

Copy of documented experience certificates*

 Attach the supporting document

Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png

Copy of the professional registration card (for pharmacists)

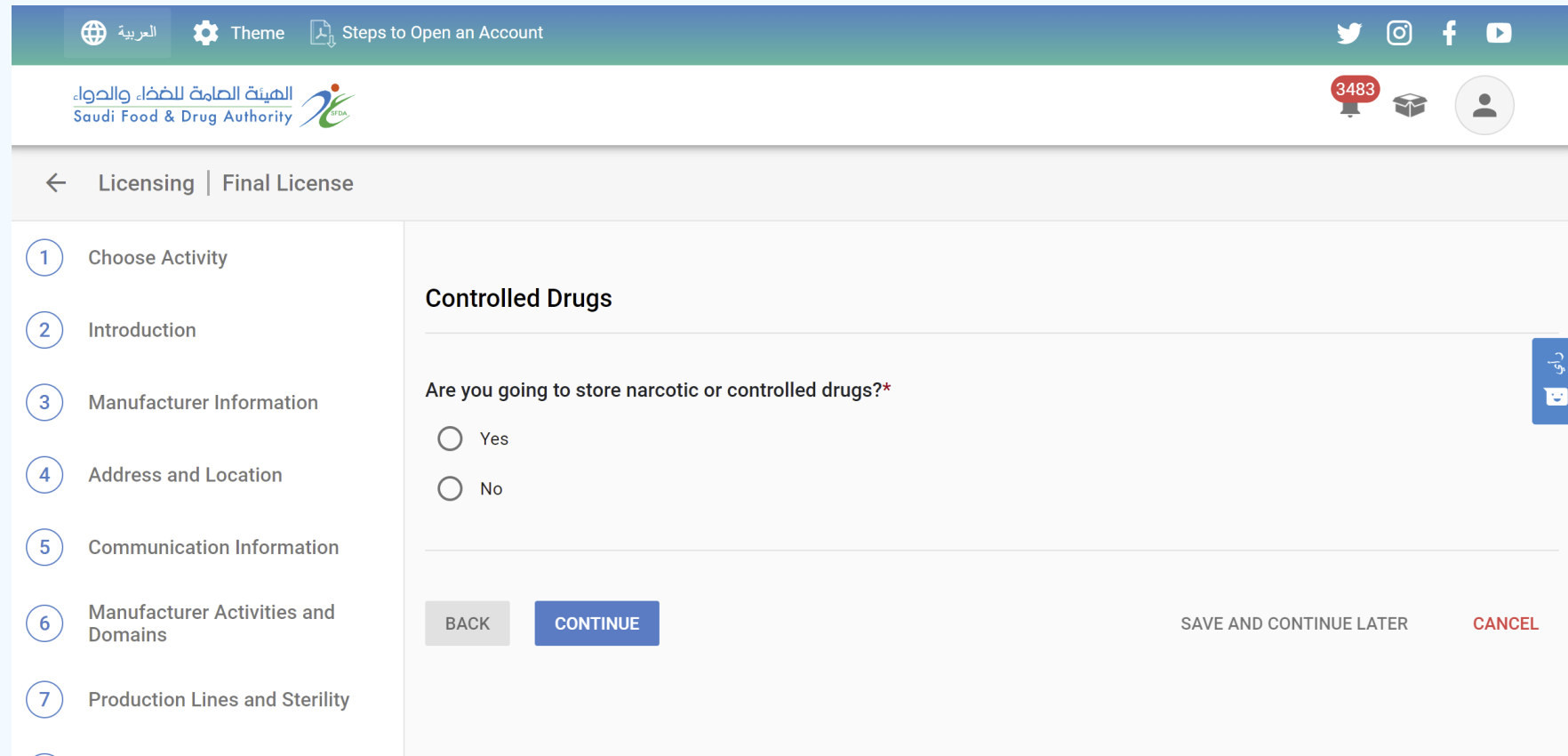
 Attach the supporting document

Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png

[BACK](#) [CONTINUE](#) [SAVE AND CONTINUE LATER](#) [CANCEL](#)

Controlled Drugs

The choice is made in the case of the factory where the manufacture or storage of narcotic drugs



The screenshot shows the 'Final License' step in the licensing process. The interface includes a top navigation bar with 'العربية', 'Theme', and 'Steps to Open an Account'. The main content area is titled 'Licensing | Final License' and features a list of steps on the left: 1. Choose Activity, 2. Introduction, 3. Manufacturer Information, 4. Address and Location, 5. Communication Information, 6. Manufacturer Activities and Domains, and 7. Production Lines and Sterility. The current step is 'Controlled Drugs', which asks 'Are you going to store narcotic or controlled drugs?*' with radio button options for 'Yes' and 'No'. At the bottom, there are buttons for 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'. A notification bell icon shows 3483 alerts, and a user profile icon is visible in the top right corner.

Controlled Drug

Information of the custodian on narcotic drugs and attachment of his own newspaper precedents

العربية Theme Steps to Open an Account

الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

3483

← Licensing | Final License

- 1 Choose Activity
- 2 Introduction
- 3 Manufacturer Information
- 4 Address and Location
- 5 Communication Information
- 6 Manufacturer Activities and Domains
- 7 Production Lines and Sterility
- 8 Packaging
- 9 Quality Control Testing
- 10 Technical Manager Information
- 11 Responsible Person for Quality Control
- 12 **Controlled Drugs**
- 13 Payment Information
- 14 Documents
- 15 Comments & Attachments
- 16 Confirm and Submit

Controlled Drugs

Are you going to store narcotic or controlled drugs?*

Yes
 No

Name*

National ID/Iqama Number*

Calender Type: Hijri National ID/Iqama Number Expiry Date*

Professional Registration ID No*

Calender Type: Hijri Professional Registrations ID Expiry Date*

Sheet of clean history for anesthetics officer*

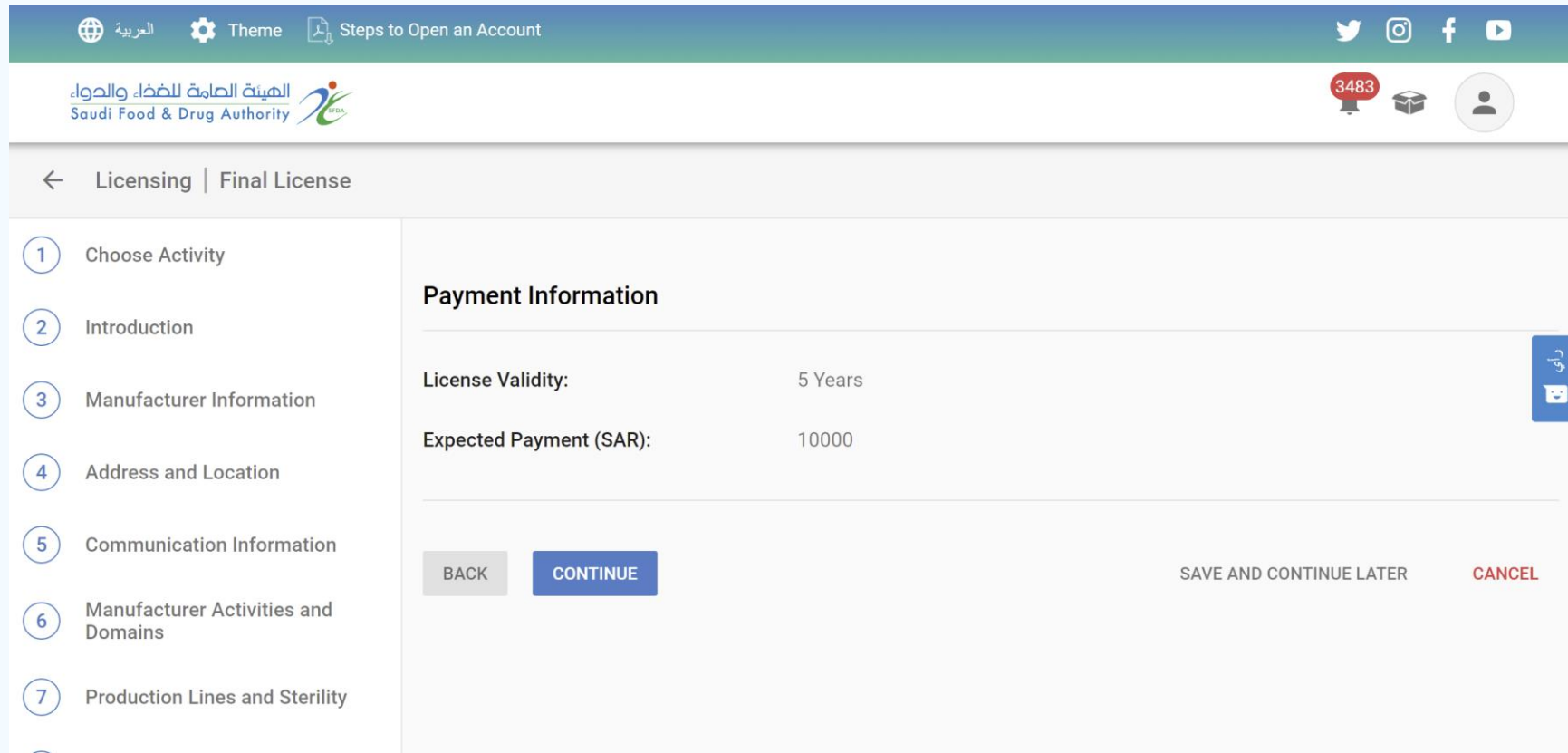
Attach the supporting document

Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png

BACK CONTINUE SAVE AND CONTINUE LATER CANCEL

Payment Information

The amount of the invoice sent to the customer from the electronic system



The screenshot shows the SFDA mobile application interface. At the top, there is a navigation bar with a globe icon, the text 'العربية', a gear icon for 'Theme', and a document icon for 'Steps to Open an Account'. Below this is the SFDA logo and name. On the right side of the header, there are social media icons for Twitter, Instagram, Facebook, and YouTube, along with a notification bell icon showing '3483', a package icon, and a user profile icon.

The main content area is titled 'Licensing | Final License'. On the left, there is a vertical list of steps:

- 1 Choose Activity
- 2 Introduction
- 3 Manufacturer Information
- 4 Address and Location
- 5 Communication Information
- 6 Manufacturer Activities and Domains
- 7 Production Lines and Sterility

The right side of the screen displays the 'Payment Information' section:

License Validity:	5 Years
Expected Payment (SAR):	10000

At the bottom of the screen, there are four buttons: 'BACK' (grey), 'CONTINUE' (blue), 'SAVE AND CONTINUE LATER' (grey), and 'CANCEL' (red). A blue vertical button with the Arabic word 'رأي' (Opinion) is also visible on the right edge.



Documents

Attach a contract of a city authority, an operating license or a municipal license mentioning the manufacturing activity in case the factory is outside the industrial cities

The screenshot shows the Saudi Food & Drug Authority (SFDA) website interface. At the top, there is a navigation bar with a globe icon, a gear icon labeled 'Theme', and a document icon labeled 'Steps to Open an Account'. On the right side of the navigation bar, there are social media icons for Twitter, Instagram, Facebook, and YouTube, along with a notification bell icon showing '3483' and a user profile icon.

Below the navigation bar, the page title is 'Licensing | Final License'. A left-hand navigation menu lists 11 steps:

- 1 Choose Activity
- 2 Introduction
- 3 Manufacturer Information
- 4 Address and Location
- 5 Communication Information
- 6 Manufacturer Activities and Domains
- 7 Production Lines and Sterility
- 8 Packaging
- 9 Quality Control Testing
- 10 Technical Manager Information
- 11 Responsible Person for Quality

The main content area is titled 'Documents' and contains three document upload sections:

- Copy of facility ownership or rental contract***: A dashed box with an upload icon and the text 'Attach the supporting document'. Below it, it states 'Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png'.
- Copy of the final industrial license from the competent authority***: A dashed box with an upload icon and the text 'Attach the supporting document'. Below it, it states 'Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png'.
- Copy of the license issued by the General Investment Authority to the foreign investor**: A dashed box with an upload icon and the text 'Attach the supporting document'. Below it, it states 'Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png'.

Documents

Supporting documents are attached to the application

Control

12 Controlled Drugs

13 Payment Information


14 Documents

15 Comments & Attachments

16 Confirm and Submit

Quality Control Officer


Quality Manager Commitment Confirmed by Commercial Chamber*

 Attach the supporting document

Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png


Factory Technical Director

Copy of the national identity of the technical director of the factory*

 Attach the supporting document

Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png

Technical Manager Commitment Confirmed by Commercial Chamber*

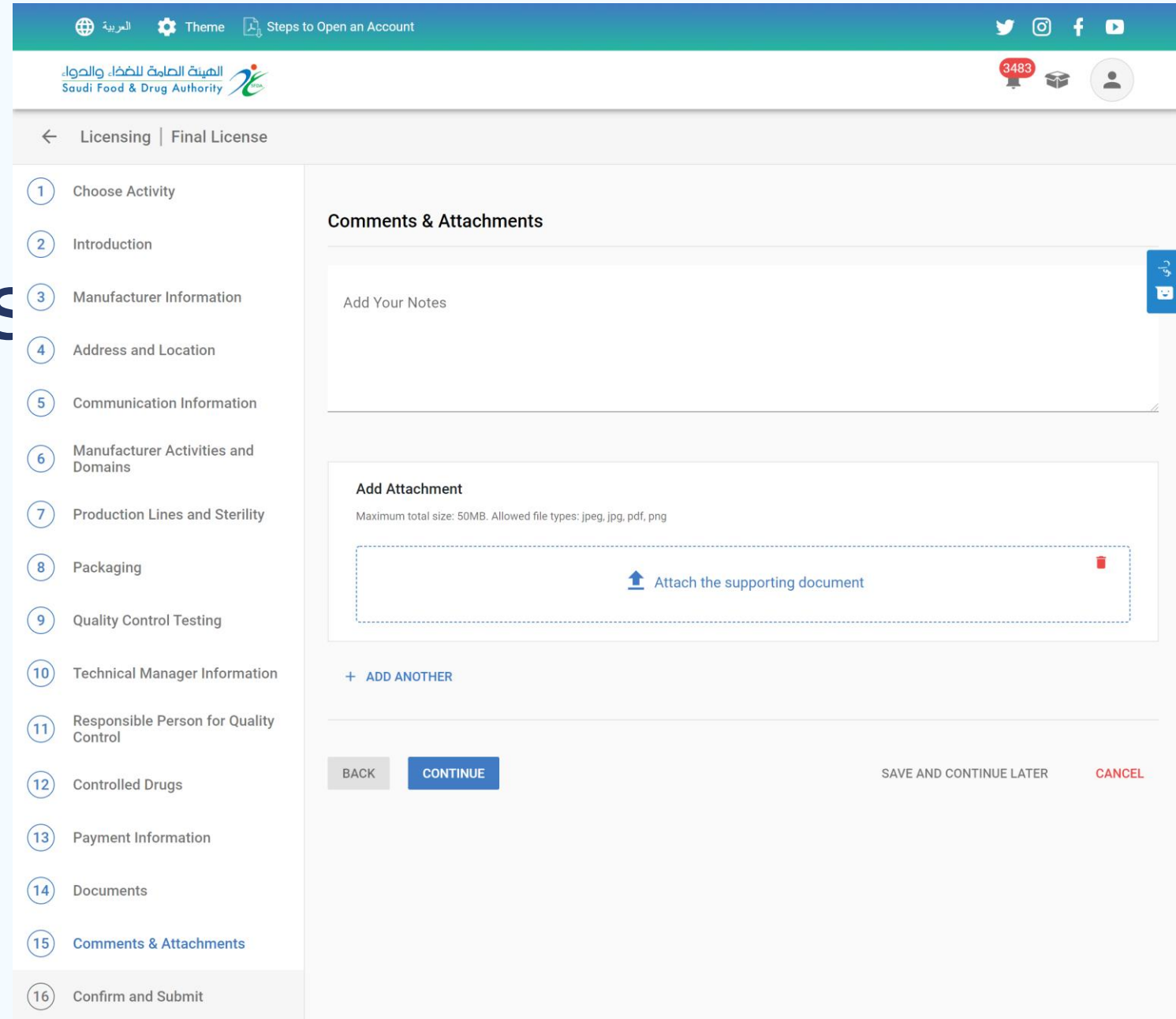
 Attach the supporting document

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BACK CONTINUE SAVE AND CONTINUE LATER CANCEL

Comments & Attachments

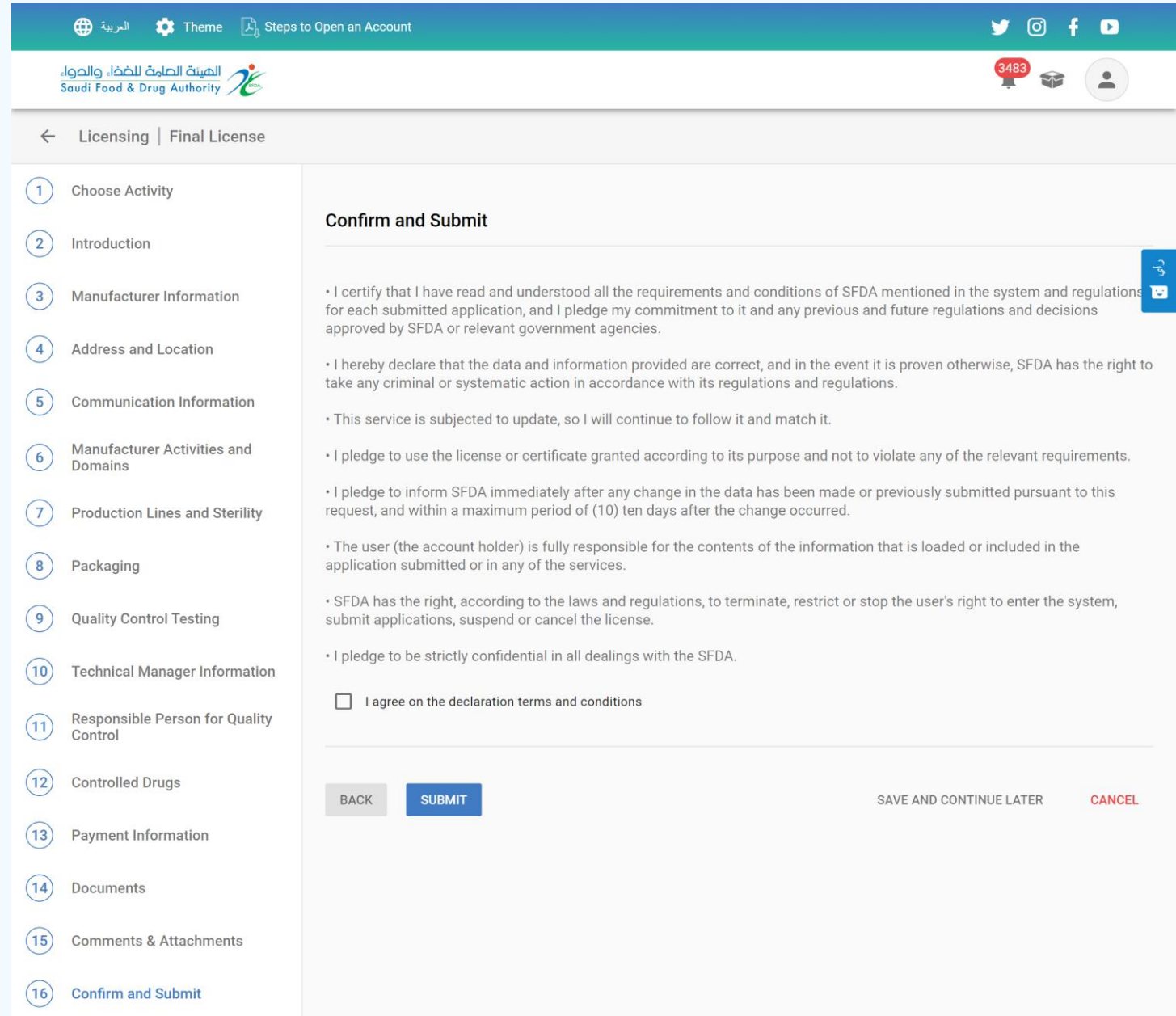
A comment is written and additional documents are attached when needed such as old licenses



The screenshot displays the SFDA mobile application interface. At the top, there is a navigation bar with the Saudi Food & Drug Authority logo and name in Arabic and English. Below the navigation bar, the current step is identified as 'Licensing | Final License'. A vertical list of 16 steps is shown on the left side of the screen, with the 15th step, 'Comments & Attachments', highlighted in blue. The main content area is titled 'Comments & Attachments' and contains a text input field labeled 'Add Your Notes' with a blue 'رأي' (Opinion) button on the right. Below this is an 'Add Attachment' section with a dashed box for file upload and the text 'Attach the supporting document'. At the bottom of the screen, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER', along with a 'CANCEL' button.

Confirm and Submit

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



The screenshot shows the SFDA website interface for the 'Final License' step. The navigation menu on the left lists 16 steps, with 'Confirm and Submit' selected as step 16. The main content area displays the 'Confirm and Submit' section, which includes a list of terms and conditions that the user must agree to before submitting the application. The terms and conditions are as follows:

- I certify that I have read and understood all the requirements and conditions of SFDA mentioned in the system and regulations for each submitted application, and I pledge my commitment to it and any previous and future regulations and decisions approved by SFDA or relevant government agencies.
- I hereby declare that the data and information provided are correct, and in the event it is proven otherwise, SFDA has the right to take any criminal or systematic action in accordance with its regulations and regulations.
- This service is subjected to update, so I will continue to follow it and match it.
- I pledge to use the license or certificate granted according to its purpose and not to violate any of the relevant requirements.
- I pledge to inform SFDA immediately after any change in the data has been made or previously submitted pursuant to this request, and within a maximum period of (10) ten days after the change occurred.
- The user (the account holder) is fully responsible for the contents of the information that is loaded or included in the application submitted or in any of the services.
- SFDA has the right, according to the laws and regulations, to terminate, restrict or stop the user's right to enter the system, submit applications, suspend or cancel the license.
- I pledge to be strictly confidential in all dealings with the SFDA.

Below the terms and conditions, there is a checkbox labeled 'I agree on the declaration terms and conditions'. At the bottom of the form, there are three buttons: 'BACK', 'SUBMIT', and 'SAVE AND CONTINUE LATER'. The 'SUBMIT' button is highlighted in blue.