



Kingdom of Saudi Arabia
Saudi Food & Drug Authority

User Guide for Cosmetic Licensing and Products Service in Ghad System

General Authority for Food and
Drug - User Guide: Cosmetics -
Cosmetic Factory License



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1. Introduction

This document aims to explain the mechanism for submitting and processing applications for external clients of the General Authority for Food and Drug Administration for drug and cosmetics services. These services include the following:

Licensing Services:

- Drug - Manufacturing License.
- Drug - Warehouse License.
- Drug - Warehouse Space License.
- Cosmetics - Manufacturing License.
- Cosmetics - Warehouse License.
- Cosmetics - Warehouse Space License.
- Drug / Cosmetics - Good Manufacturing Practice Certificate.

Product Services:

- Cosmetics - Listing of simple, compound, and set cosmetic products.
- Request for matching claim of cosmetic product.

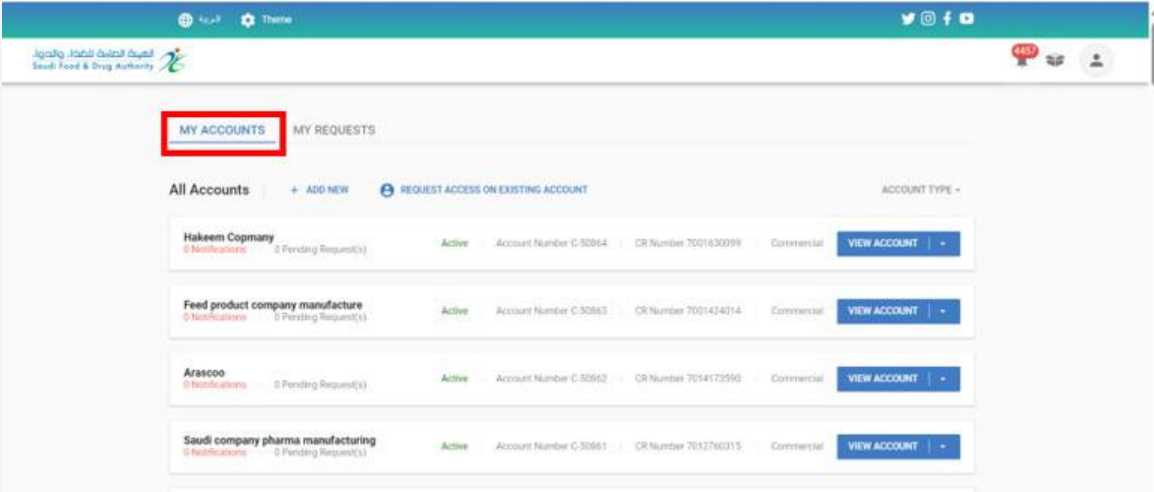
2. Main Screen

It is a general page that serves all accounts registered in the system regardless of their account activities and the services available to them.

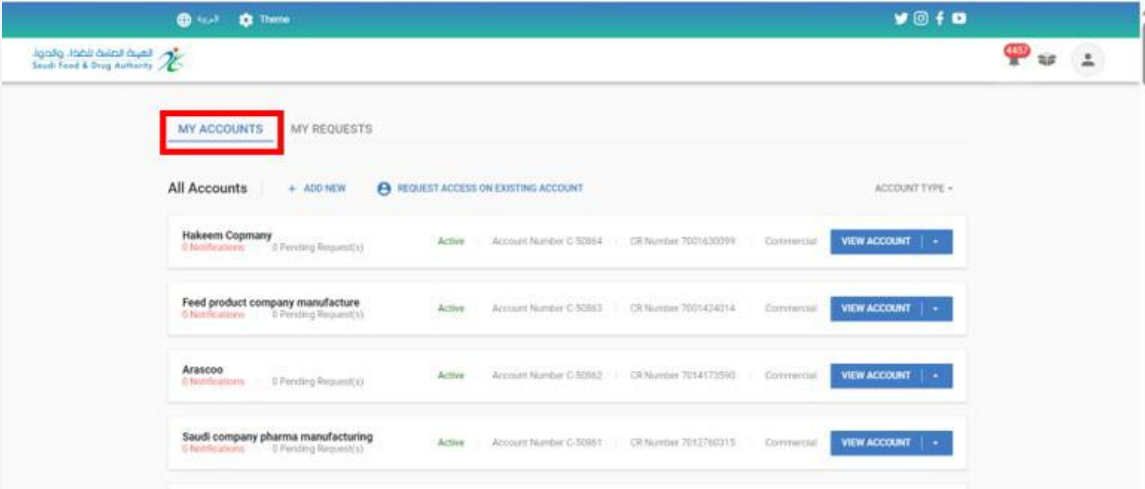
In this document, we will present the external user interface and how to apply for displaying various account types for the different clients (individual account, commercial account, government account, customs clearance) in case there are multiple accounts for this user. They can browse account types and choose the desired account to use.

My Accounts

Users can browse the available account types by clicking on "My Accounts" on the home page as shown below.

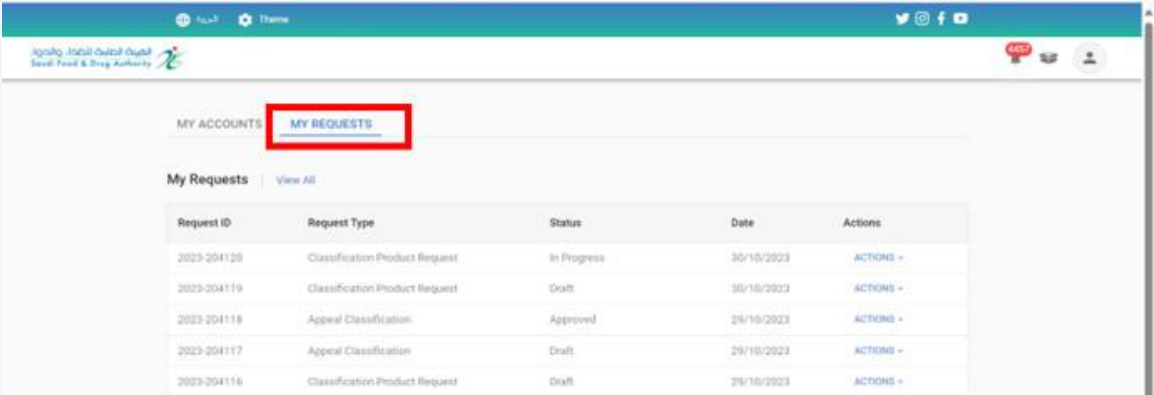


Additionally, you can access the account by clicking on "View Account".



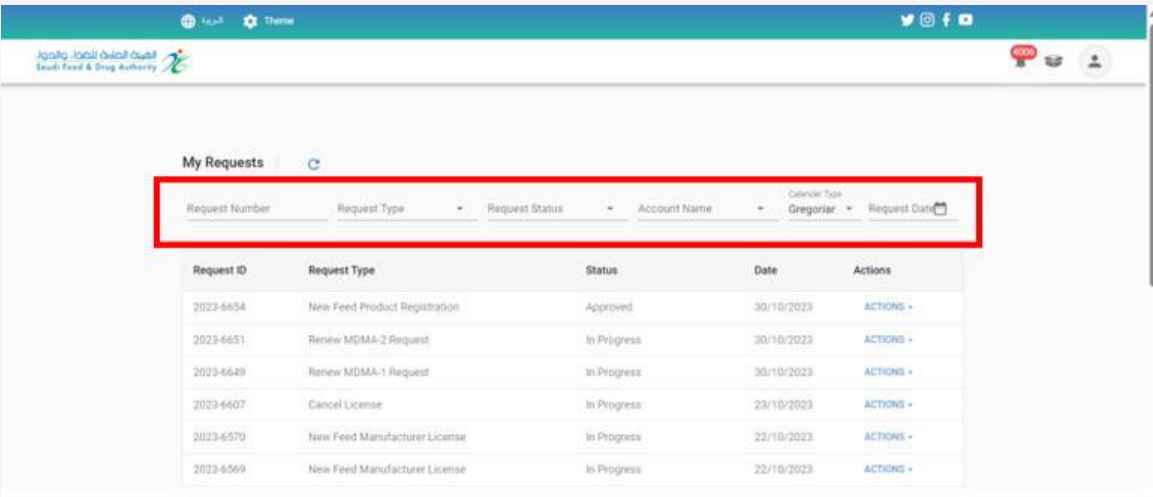
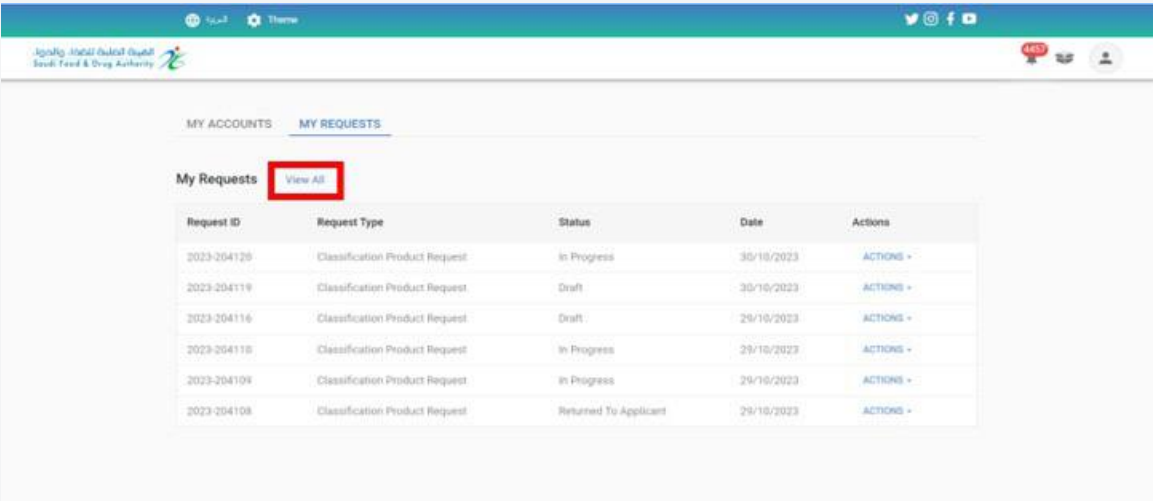
2.1 My Requests

In this section of the home page, the system will display all requests for all accounts.



Additionally, when clicking on "Show All," search filters will appear to assist in finding the request:

Request Number - Request Type - Request Status - Account Name - Calendar Type - Request Date

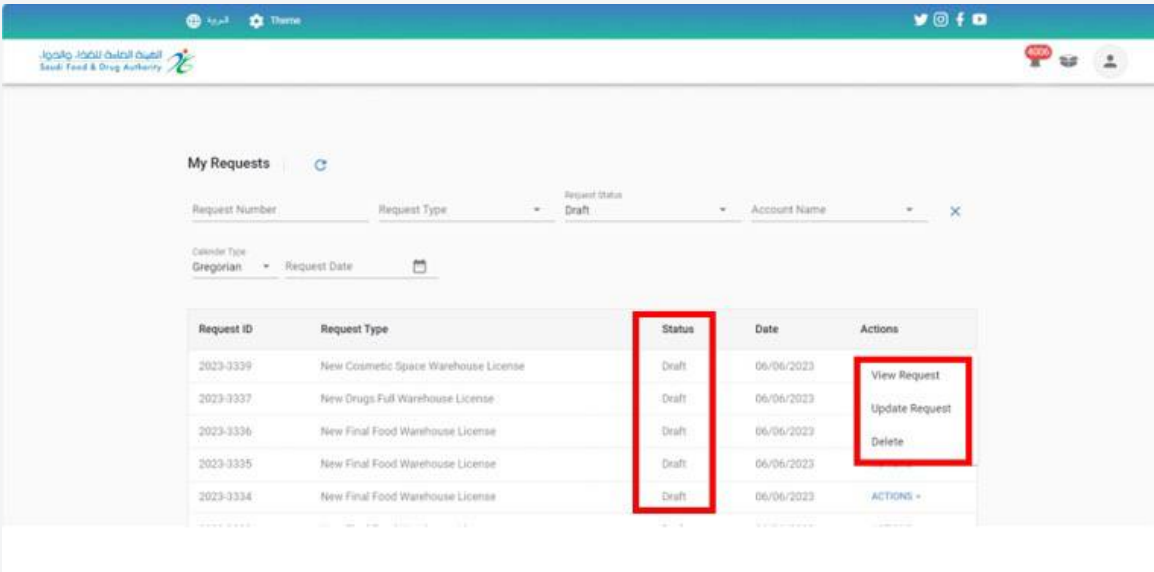


2.2 Actions

Actions can be taken based on the request status when clicking on "Action" for o an incomplete request created but not yet finished or when clicking on "Save for Later."

action

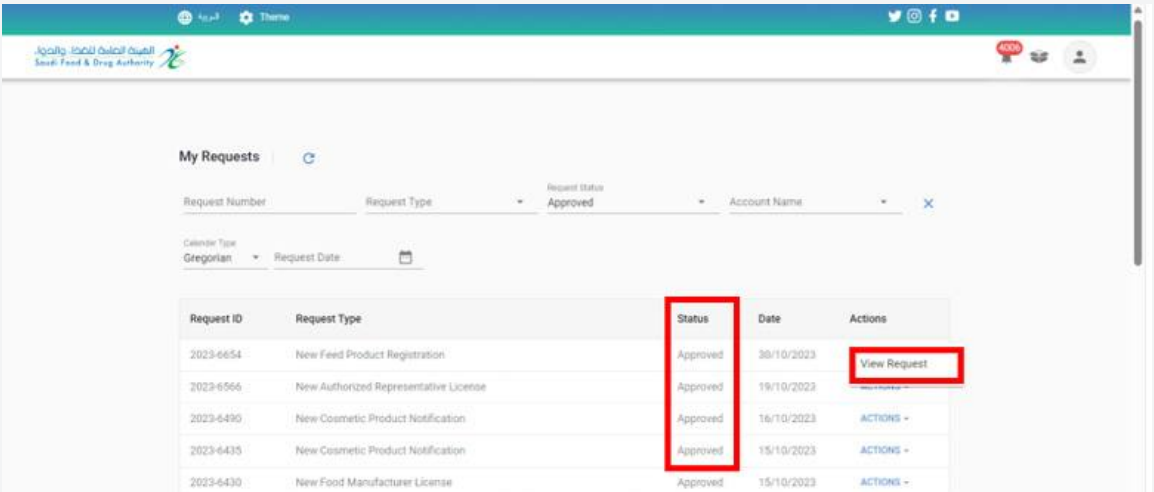
- Review the request
- Review and update the request by selecting "Update Request"
- Delete the request



o Complete, upon final approval by the General Authority for Food and Drug Administration.

Action:

- You can review the request by selecting "View Request."



o Rejected, when the request is declined by the General Authority for Food and Drug Administration.

Action:

- You can review the request by selecting "View Request."

Request ID	Request Type	Status	Date	Actions
2023-5735	New Commercial Account	Rejected	04/09/2023	View Request
2023-5732	New Importer Distributor License	Rejected	04/09/2023	View Request
2023-5199	New Commercial Account	Rejected	10/08/2023	ACTIONS +
2023-4301	New Food Manufacturer License	Rejected	17/07/2023	ACTIONS +
2023-4069	New Food Manufacturer License	Rejected	13/07/2023	ACTIONS +
2023-3665	Change Food Manufacturer Address And Location	Rejected	19/06/2023	ACTIONS +

o Payment required when the General Authority for Food and Drug Administration needs to issue an invoice for the request.

Action:

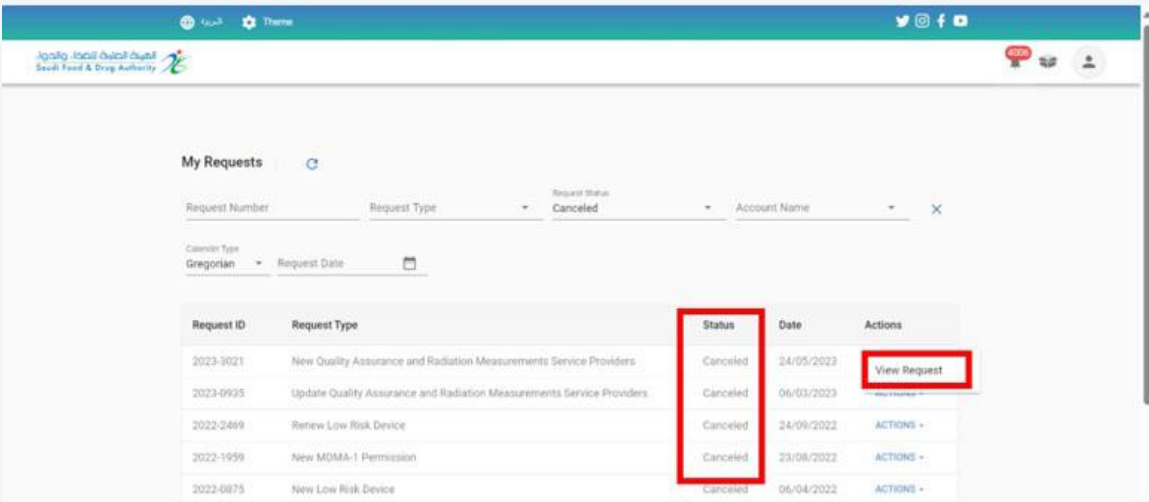
- You can review the request by selecting "View Request."
- You can review payment information by selecting "Make Payment."
- You can delete the request by selecting "Cancel Request."

Request ID	Request Type	Status	Date	Actions
2023-5389	New Cosmetic Products Full Warehouse License	Make Payment	17/08/2023	View Request
2023-5136	New Drugs Space From Warehouse License	Make Payment	07/08/2023	Make Payment
2023-4990	New MDMA-2 Permission	Make Payment	01/06/2023	Cancel Request
2022-0626	Fees Inspection	Make Payment	13/03/2022	Cancel Request

o Canceled when the request status is "Make Payment" and there is a need to cancel the invoice.

Action:

- You can review the request by selecting "View Request."

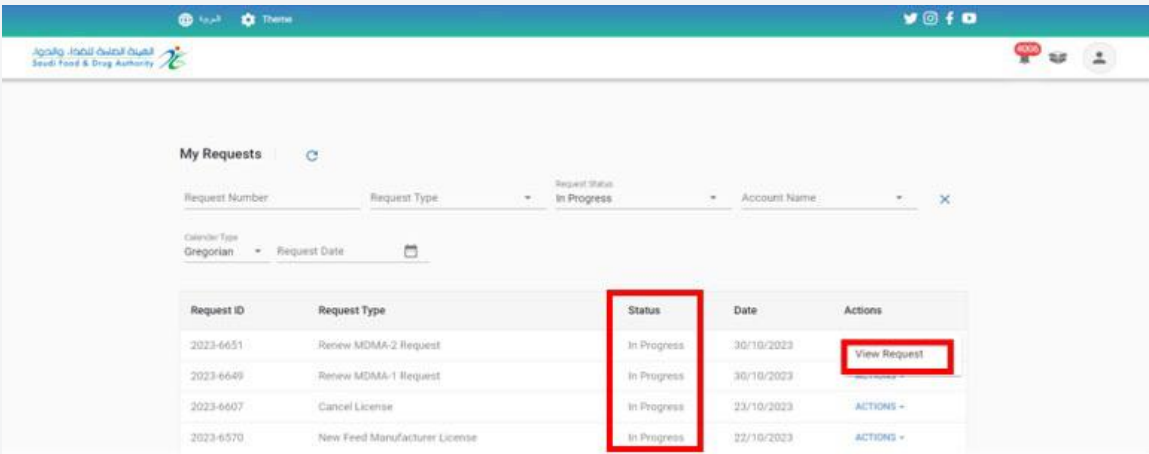


Request ID	Request Type	Status	Date	Actions
2023-3021	New Quality Assurance and Radiation Measurements Service Providers	Canceled	24/05/2023	View Request
2023-0935	Update Quality Assurance and Radiation Measurements Service Providers	Canceled	06/03/2023	View Request
2022-2469	Renew Low Risk Device	Canceled	24/09/2022	ACTIONS +
2022-1959	New MDMA-1 Permission	Canceled	23/08/2022	ACTIONS +
2022-0875	New Low Risk Device	Canceled	06/04/2022	ACTIONS +

o Under process with the authority when the request is submitted to the authority.

Action:

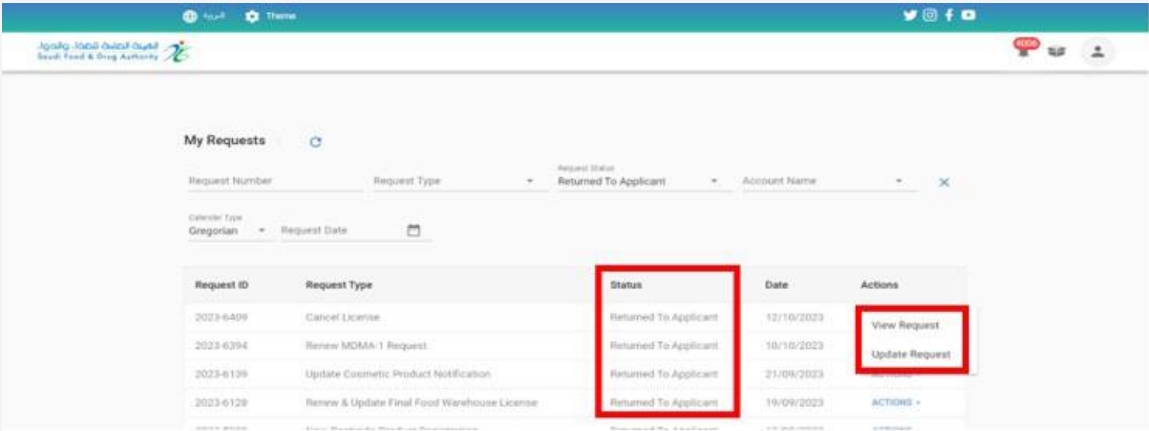
- You can review the request by selecting "View Request."



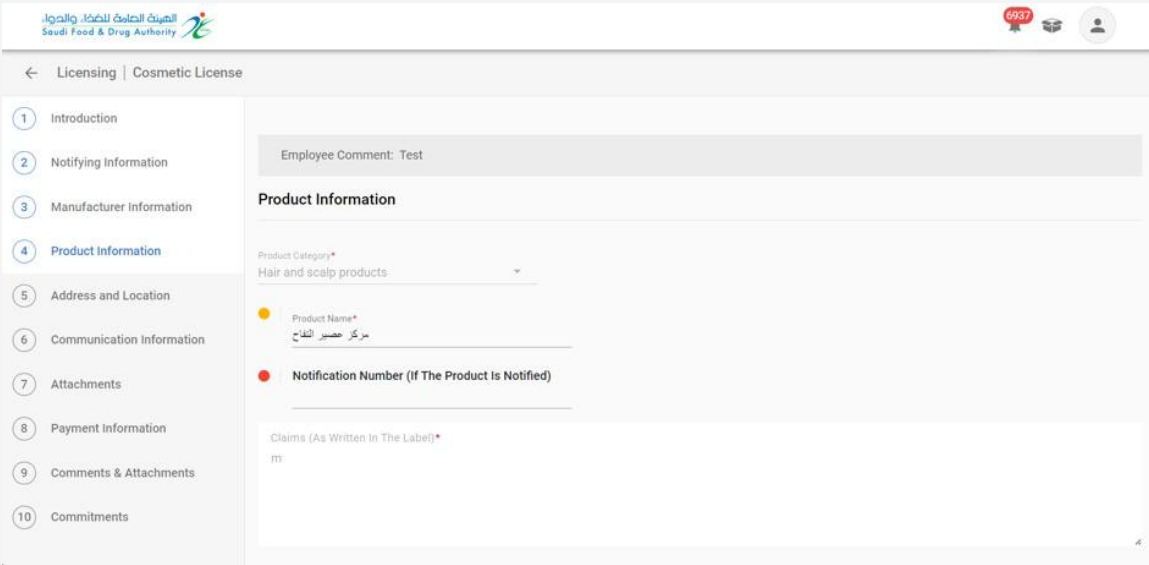
Request ID	Request Type	Status	Date	Actions
2023-6651	Renew MDMA-2 Request	In Progress	30/10/2023	View Request
2023-6649	Renew MDMA-1 Request	In Progress	30/10/2023	View Request
2023-6607	Cancel License	In Progress	23/10/2023	ACTIONS +
2023-6570	New Feed Manufacturer License	In Progress	22/10/2023	ACTIONS +

o Returned to the applicant when the authority requires additional information from the applicant. (Where the employee's comment appears at the top of the page and colored icons appear next to the field to be edited to update the request and resend it to the General Authority for Food and Drug Administration):

- A green light means that if the request is returned, the field cannot be edited.
- An orange light means the field is optional for editing.
- A red light indicates that if the request is returned to the applicant, it is mandatory to edit this field.



Request ID	Request Type	Status	Date	Actions
2023-6409	Cancel License	Returned To Applicant	12/10/2023	View Request Update Request
2023-6394	Renew MOMA-1 Request	Returned To Applicant	10/10/2023	View Request Update Request
2023-6139	Update Cosmetic Product Notification	Returned To Applicant	21/09/2023	View Request Update Request
2023-6129	Renew & Update Final Food Warehouse License	Returned To Applicant	19/09/2023	View Request Update Request



← Licensing | Cosmetic License

1 Introduction

2 Notifying Information

3 Manufacturer Information

4 **Product Information**

5 Address and Location

6 Communication Information

7 Attachments

8 Payment Information

9 Comments & Attachments

10 Commitments

Employee Comment: Test

Product Information

Product Category*
Hair and scalp products

Product Name*
مركز حشيش الطاح

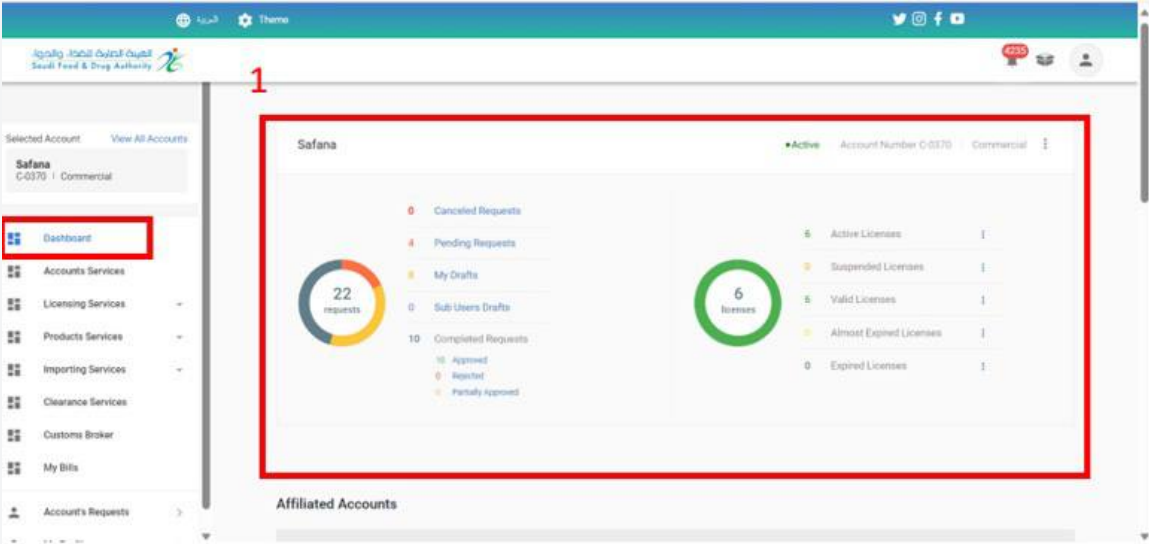
Notification Number (If The Product Is Notified)

Claims (As Written In The Label)*
m

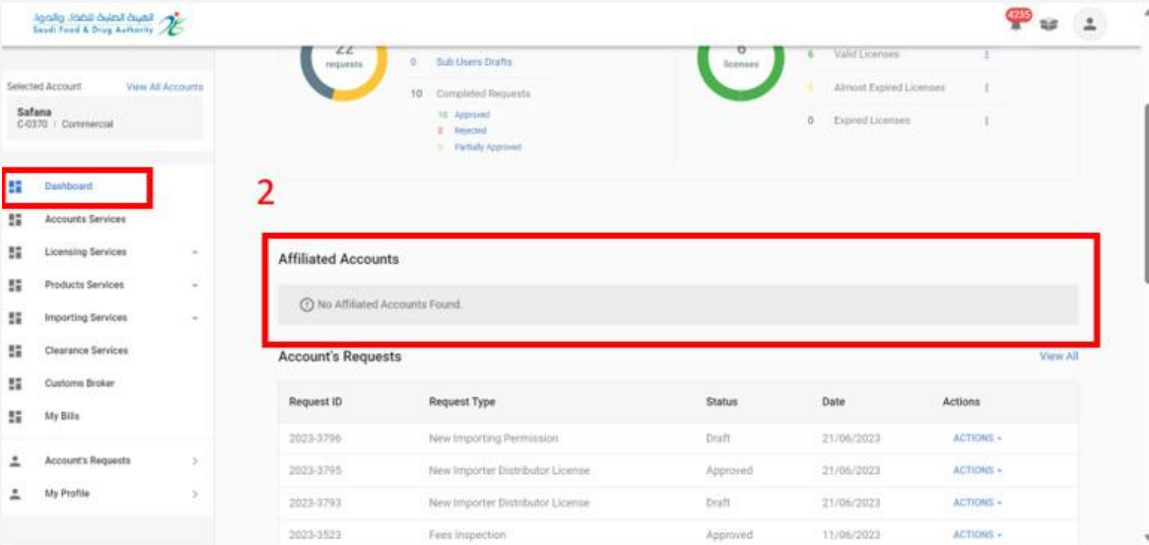
3. Dashboard

It is a general page that serves all accounts registered in the system regardless of their account activities and the services available to them. Upon entering the account and clicking on "View Account," the "Dashboard" appears on the first page, as shown below.

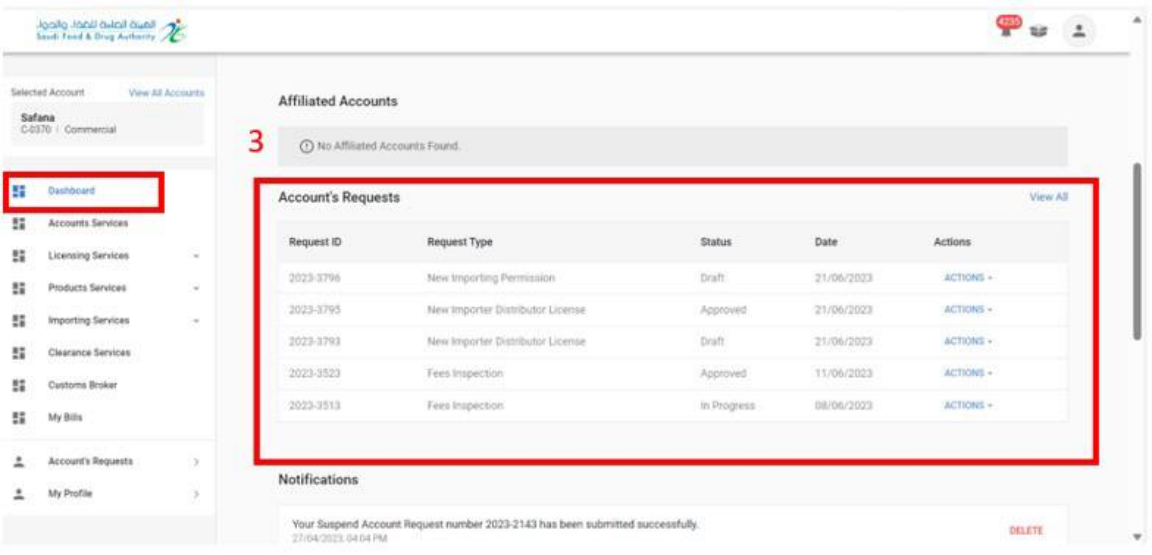
3.1 Account Statistics The name and statistics of the number of requests and licenses for the account are displayed.



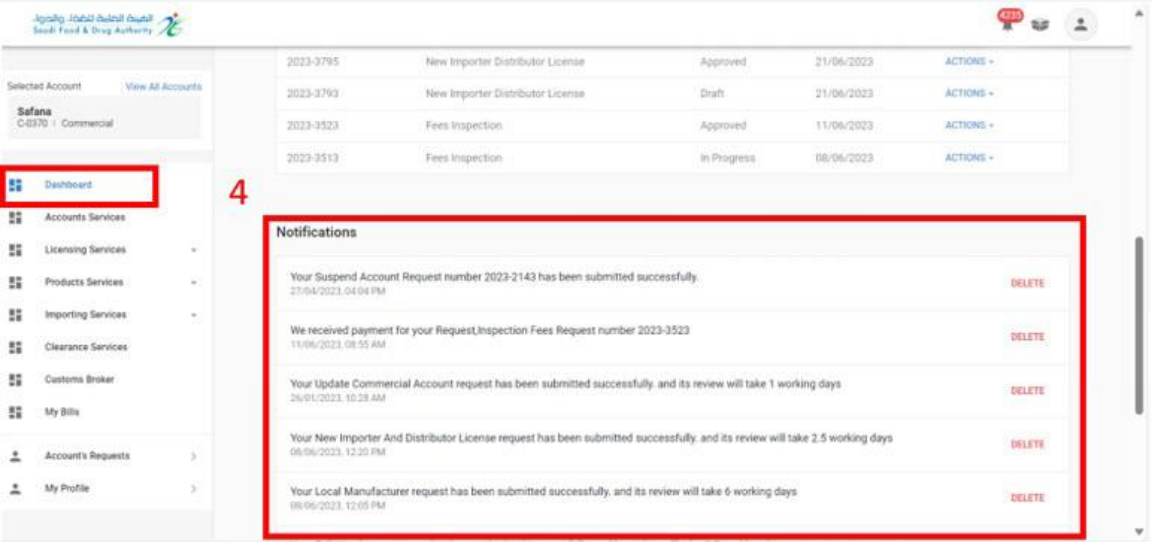
3.2 The subordinate accounts will display the accounts added to the main account under the "Subordinate Accounts" section.



3.3 Account Requests In this section of the page, the system will display all requests for the selected account.



3.4 Account Notifications: In this section of the page, the system will display account notifications.



4. Account Services

It is a general page that serves all accounts registered in the system regardless of their account activities and the services available to them.

If you choose "Account Services," you will also see the types of services available (Account Update, Account User Management, Account Suspension) depending on the type of account. When you select a service type, the relevant data for that type will appear.

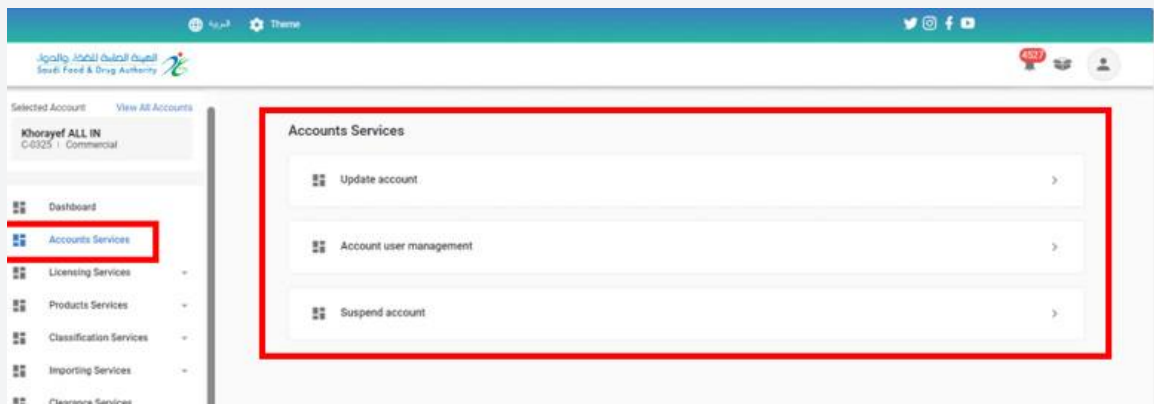
The services for each account type are as follows:

Business Account:

- Account Update: Allows you to submit a request to update the current account information.
- Account User Management: Enables you to manage account permissions.
- Account Suspension: Allows you to submit a request to suspend account services.

Government Account - Customs Clearance - Individual:

- Account Update: Allows you to submit a request to update the current account information.



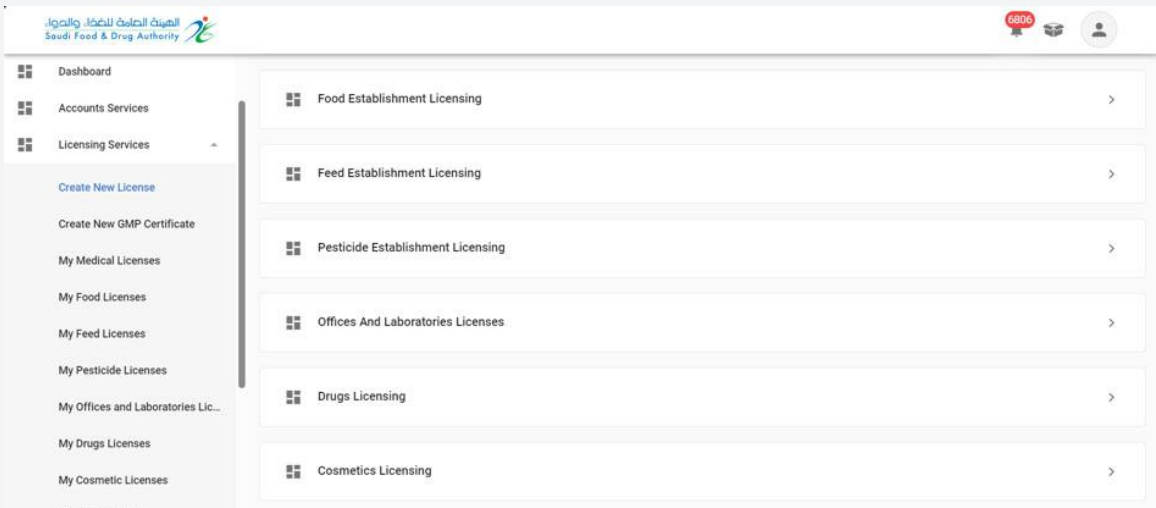
5. Licensing Services

5.1 Drug Manufacturing License

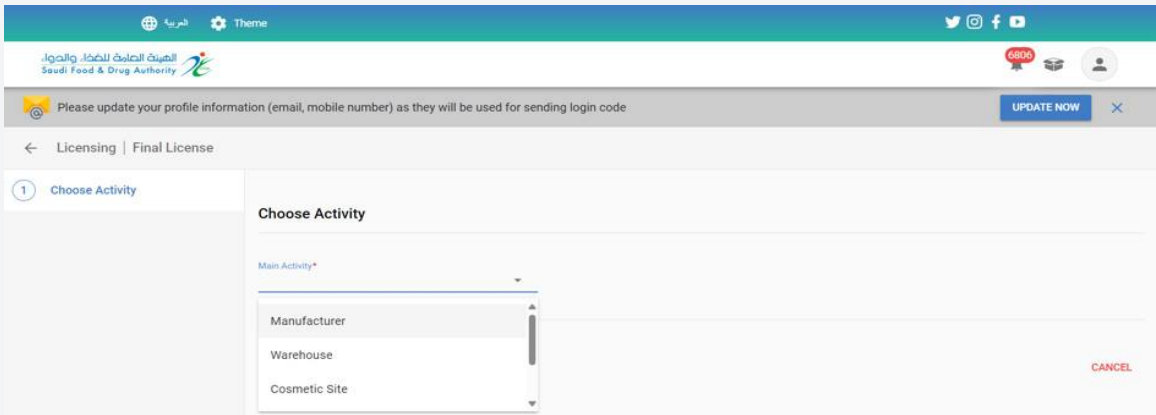
5.1.1 New Application for Drug Manufacturing License

To submit a new application to the General Authority for Food and Drug Administration for a drug manufacturing license (where the account must select the pharmaceutical field), follow these steps:

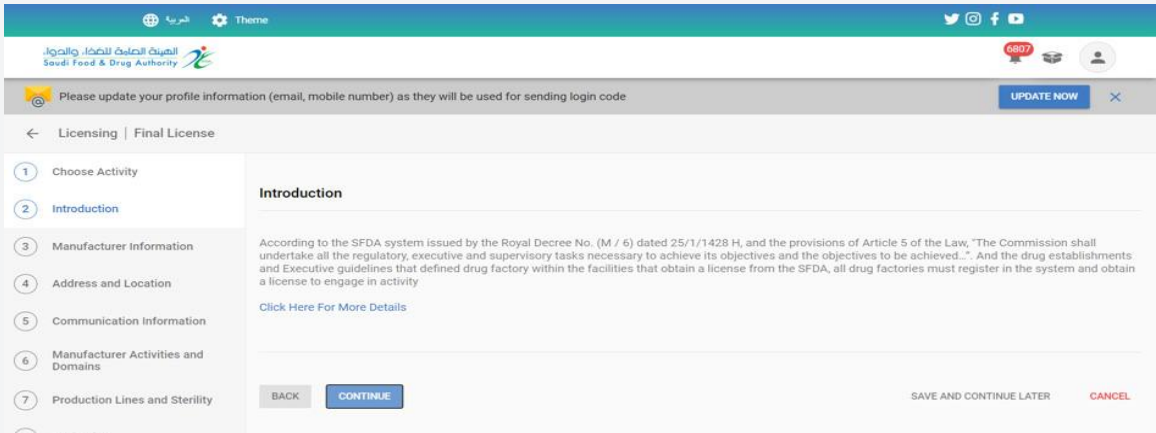
1. Licensing Services
2. Create New License
3. Drug Licensing



When selecting "Drug Licensing," a page for submitting the application will appear, where you can choose the activity "Manufacturing."



Then begin filling out the required information in the application submission form and click on "Continue" until you reach the final section "Confirmation and Submission."



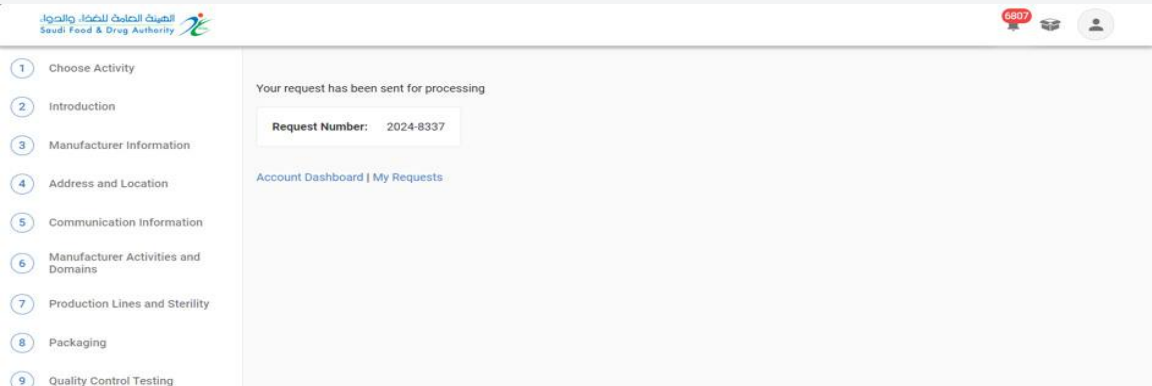
You can save the application for later by clicking on "Save for Later" to fill out the information. Once the application is completed, you can access it on the "My Requests" page with the status "Incomplete Request" and update the request by clicking on the "Update Request" action.

The screenshot shows the 'Introduction' page of the Saudi Food & Drug Authority (SFDA) system. The page has a teal header with the SFDA logo and navigation icons. A notification bar at the top prompts the user to update their profile information. The main content area is titled 'Introduction' and contains text explaining the SFDA system's purpose and the requirement for drug factories to register. A sidebar on the left lists the steps of the application process: 1. Choose Activity, 2. Introduction (current step), 3. Manufacturer Information, 4. Address and Location, 5. Communication Information, 6. Manufacturer Activities and Domains, 7. Production Lines and Sterility, 8. Packaging, and 9. Quality Control Testing. At the bottom right, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER' (highlighted with a red box), and a 'CANCEL' button.

After completing the data entry form and reaching the "Confirmation and Submission" page, you must agree to the declaration and then click on "Submit."

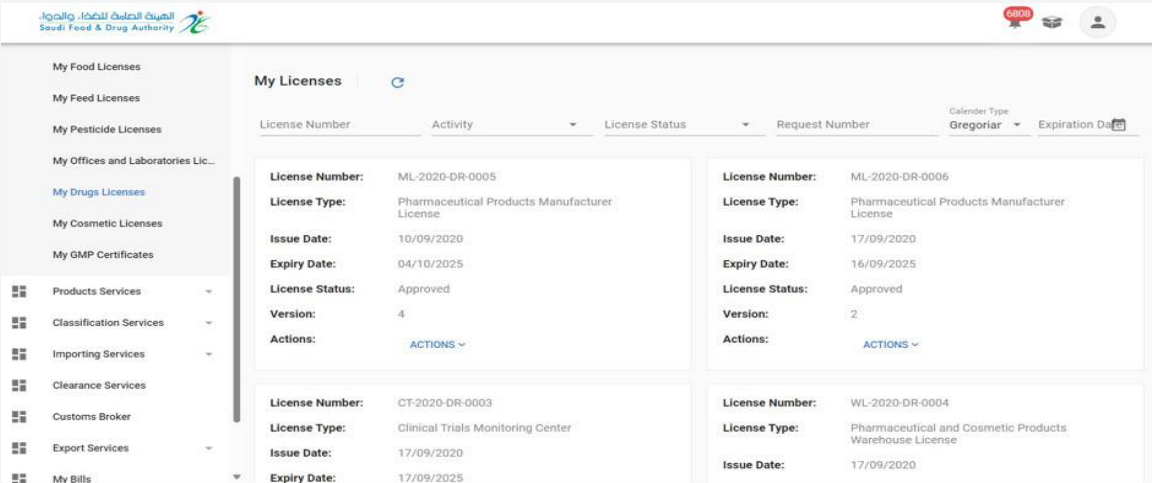
The screenshot shows the 'Confirm and Submit' page of the Saudi Food & Drug Authority (SFDA) system. The page has a teal header with the SFDA logo and navigation icons. The main content area is titled 'Confirm and Submit' and contains a list of declaration points for the user to agree to. A sidebar on the left lists the steps of 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, 8. Packaging, 9. Quality Control Testing, 10. Technical Manager Information, and 11. Qualified Person. At the bottom right, there are three buttons: 'BACK', 'SUBMIT', and 'SAVE AND CONTINUE LATER', and a 'CANCEL' button.

You will receive a "Request Number" after submitting your application.



5.1.2 Submitting an Update for Drug Manufacturing License

To submit a request for an update to the General Authority for Food and Drug Administration for a drug manufacturing license, choose "Licensing Services." Then, click on "My Drug Licenses." You will see the obtained licenses that have been approved. You can obtain the license using the search engines.



When submitting a request to update license data, by clicking on "Actions" and selecting "Update,"

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My Food Licenses

My Feed Licenses

My Pesticide Licenses

My Offices and Laboratories Lic...

My Drugs Licenses

My Cosmetic Licenses

My GMP Certificates

Products Services

Classification Services

Importing Services

Clearance Services

Customs Broker

Export Services

My Bills

My Licenses

License NumberActivityLicense StatusRequest NumberCalendar TypeGregorianExpiration Date

License Number:ML-2020-DR-0005

License Type:is Manufacturer

Issue Date:

Expiry Date:

License Status:

Version:

Actions:

Renew

Update

Renew & Update

Download

Cancel License

License Number:ML-2020-DR-0006

License Type:Pharmaceutical Products Manufacturer License

Issue Date:17/09/2020

Expiry Date:16/09/2025

License Status:Approved

Version:2

Actions: ACTIONS

License Number:CT-2020-DR-0003

License Type:Clinical Trials Monitoring Center

Issue Date:17/09/2020

Expiry Date:17/09/2025

License Number:WL-2020-DR-0004

License Type:Pharmaceutical and Cosmetic Products Warehouse License

Issue Date:17/09/2020

You update the required data and click on "Continue" until you reach the final section "Confirmation and Submission."

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Saudi Food & Drug Authority

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← 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 Qualified Person

Choose activity

Main Activity:Manufacturer

CONTINUE

CANCEL

After completing the data entry form and reaching the "Confirmation and Submission" page, you must agree to the declaration and then click on "Submit."

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← 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

Confirm and Submit

By Submitting this Request you are accepting privacy and terms & conditions of Food and Drug Authority.

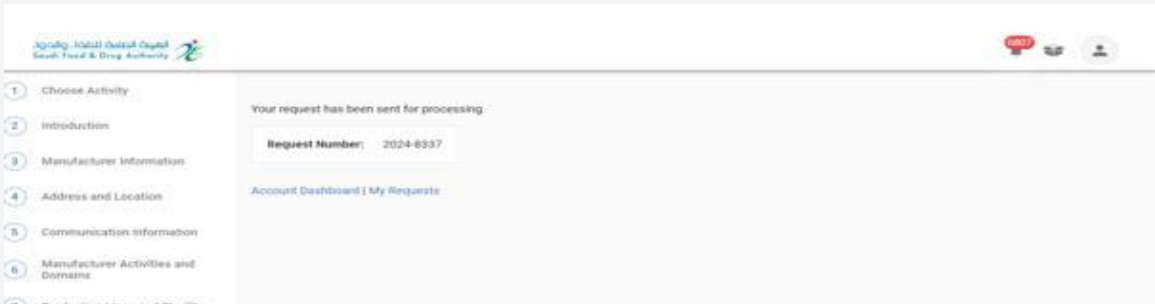
Our Team will Review your Request to take the Right Decision as Soon as possible, in Addition an Email Message and Notification will be sent in any action: Return to Update, Reject or Approve.

☒ I agree on the declaration terms and conditions

BACKSUBMIT

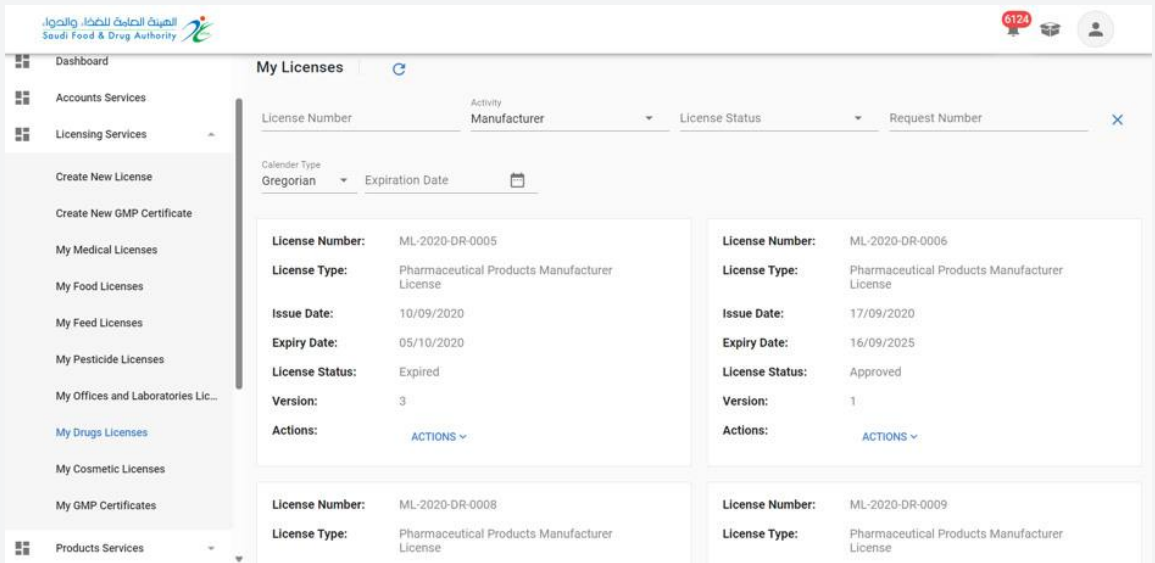
SAVE AND CONTINUE LATERCANCEL

You will receive a "Request Number" after submitting your request.



5.1.3 Submitting a Renewal and Update for Drug Manufacturing License

To submit a request for renewal and update to the General Authority for Food and Drug Administration for a drug manufacturing license, select "Licensing Services." When clicking on "My Drug Licenses," you will see the obtained licenses. You are allowed to submit the request before the expiration of the valid license within a period of 60 days, or if the license status is "Expired." You can obtain the license using the search engines.



When submitting a request for renewal and updating license data, by clicking on "Actions" and selecting "Renewal and Update,"

You update the required data and click on "Continue" until you reach the final section "Confirmation and Submission."

The screenshot shows the 'Choose activity' step of the application process. The sidebar on the left lists steps 1 through 7, with step 1 'Choose activity' highlighted. The main content area is titled 'Choose activity' and displays 'Main Activity: Manufacturer'. At the bottom right, there are two buttons: 'CONTINUE' (blue) and 'CANCEL' (red).

After completing the data entry form and reaching the "Confirmation and Submission" page, you must agree to the declaration and then click on "Submit."

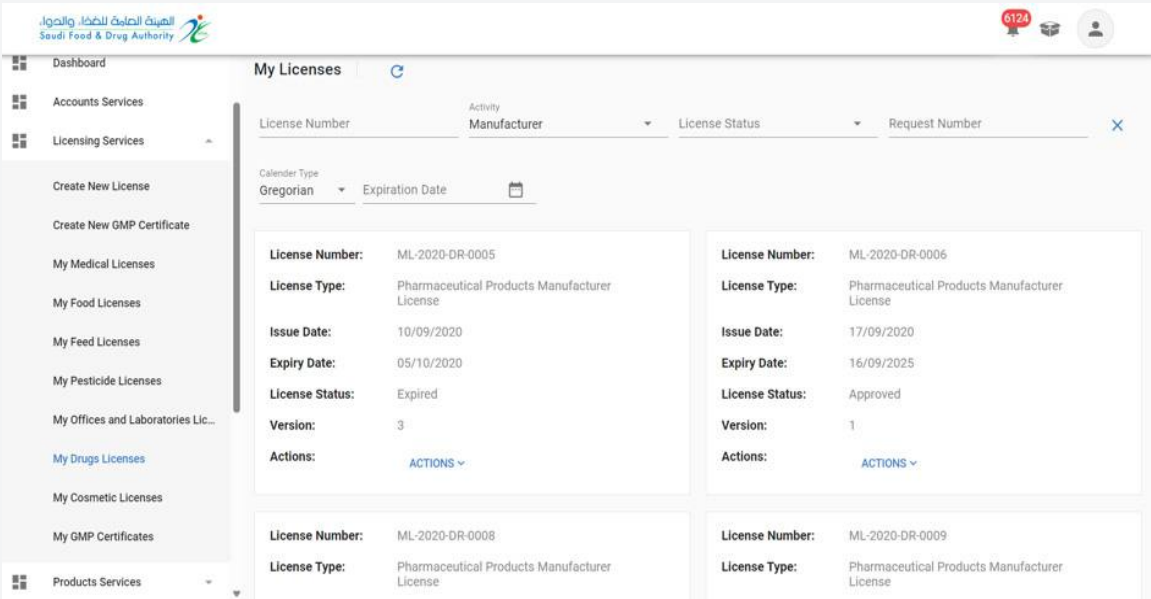
The screenshot shows the 'Confirm and Submit' step. The sidebar on the left lists steps 1 through 11, with step 6 'Manufacturer Activities and Domains' highlighted. The main content area is titled 'Confirm and Submit' and contains a declaration form with several bullet points and a checkbox for agreement. At the bottom, there are four buttons: 'BACK' (grey), 'SUBMIT' (blue), 'SAVE AND CONTINUE LATER' (grey), and 'CANCEL' (red).

You will receive a "Request Number" after submitting your request.

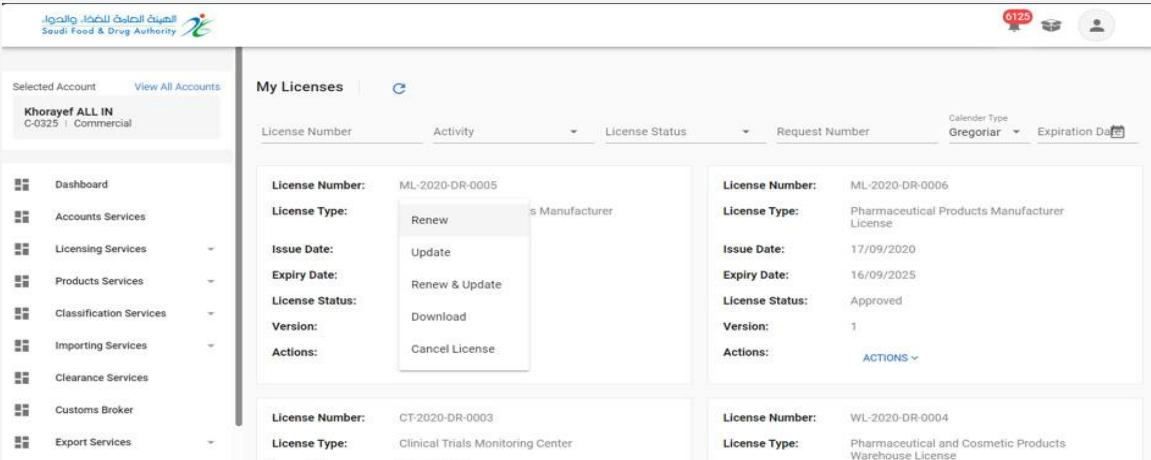
The screenshot shows the confirmation page after submitting the request. The sidebar on the left lists steps 1 through 6, with step 1 'Choose Activity' highlighted. The main content area displays 'Your request has been sent for processing' and 'Request Number: 2024-6337'. At the bottom, there are two links: 'Account Dashboard' and 'My Requests'.

5.1.4 Submitting a Renewal for Drug Manufacturing License

To submit a request for renewal to the General Authority for Food and Drug Administration for a drug manufacturing license, select "Licensing Services." When clicking on "My Drug Licenses," you will see the obtained licenses. You are allowed to submit the request before the expiration of the valid license within a period of 60 days, or if the license status is "Expired." You can obtain the license using the search engines.



When submitting a request for license renewal, click on "Actions" and select "Renewal."



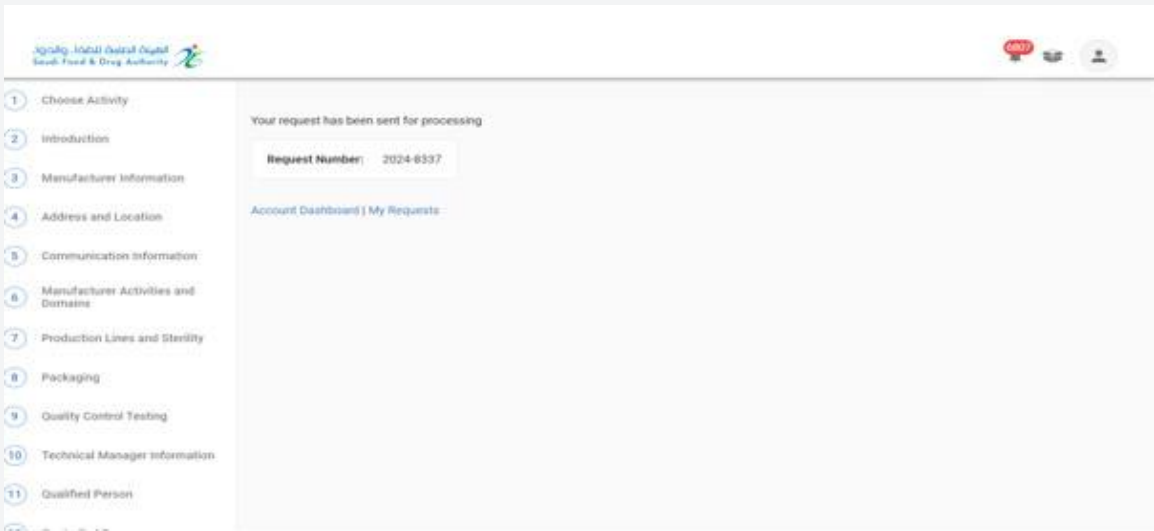
Requesting license renewal involves reviewing the license without allowing data modification, as it is for reading only. Then, click on "Continue" until you reach the final section "Confirmation and Submission."

The screenshot shows the 'Choose activity' step of the license renewal process. The top navigation bar includes the Saudi Food & Drug Authority logo, a notification bell with '6124', a box icon, and a user profile icon. Below the navigation bar, a breadcrumb trail reads 'Licensing | Final License | Renew & Update'. On the left, a vertical list of steps is shown, with '1 Choose activity' highlighted. The main content area is titled 'Choose activity' and contains a 'Main Activity' field with the value 'Manufacturer'. At the bottom of this section are two buttons: a blue 'CONTINUE' button and a red 'CANCEL' button.

After completing the data entry form and reaching the "Confirmation and Submission" page, you must agree to the declaration and then click on "Submit."

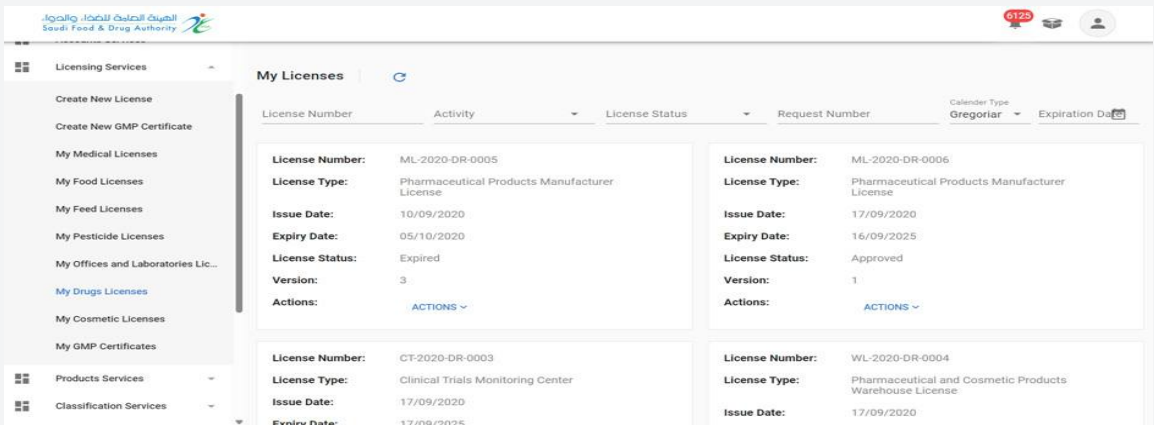
The screenshot shows the 'Confirm and Submit' step of the license renewal process. The top navigation bar is identical to the previous screenshot, but the notification bell now shows '6807'. The breadcrumb trail remains 'Licensing | Final License | Renew & Update'. The left sidebar shows steps 1 through 11, with '11 Qualified Person' highlighted. The main content area is titled 'Confirm and Submit' and contains a declaration section with the following text: 'I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty.' followed by four bullet points: 'I undertake not to violate the technical regulations and standard specifications related to drug factor (GMP) and comply with all circulars issued by the Commission..', 'I undertake to modify the information of the facility in case of any change.', 'I undertake to inform the Authority in the event of cancellation or expiration of the license', and 'I have read the drug establishments and (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.' Below this is a checkbox labeled 'I agree on the declaration terms and conditions'. At the bottom of the section are three buttons: a grey 'BACK' button, a blue 'SUBMIT' button, and a red 'CANCEL' button. A link 'SAVE AND CONTINUE LATER' is also visible.

You will receive a "Request Number" after submitting your request.



5.1.5 Submitting a Cancellation for Drug Manufacturing License

To submit a request for license cancellation to the General Authority for Food and Drug Administration for a drug manufacturing license, select "Licensing Services." When clicking on "My Drug Licenses," you will see the obtained licenses. You can obtain the license using the search engines.



When submitting a request to cancel the license, click on "Actions" and select "Cancel License."

Selected Account: **Khorayef ALL IN**
C-0325 | Commercial

My Licenses

License Number	Activity	License Status	Request Number	Calendar Type	Expiration Date
ML-2020-DR-0005	Pharmaceutical Products Manufacturer License	Expired		Gregorian	
ML-2020-DR-0006	Pharmaceutical Products Manufacturer License				

License Details for ML-2020-DR-0005:

- License Number: ML-2020-DR-0005
- License Type: Pharmaceutical Products Manufacturer License
- Issue Date: 10/09/2020
- Expiry Date: 05/10/2020
- License Status: Expired
- Version: 3
- Actions: **CANCEL LICENSE**

You fill out the reason for canceling the license and click on "Continue" until you reach the final section "Confirmation and Submission."

Cancellation Reason

Cancellation Reason*

Official letter for cancellation*

Attach the supporting document

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

CONTINUE **CANCEL**

After completing the data entry form and reaching the "Declaration and Undertaking" page, you must agree to the declaration and then click on "Submit."

Confirm and Submit

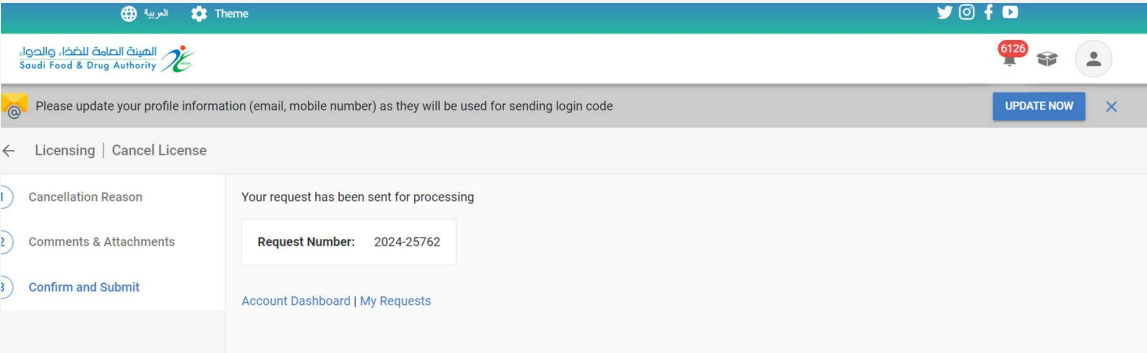
By Submitting this Request you are accepting privacy and terms & conditions of Food and Drug Authority.

Our Team will Review your Request to take the Right Decision as Soon as possible, in Addition an Email Message and Notification will be sent in any action: Return to Update, Reject or Approve.

☒ I agree on the declaration terms and conditions

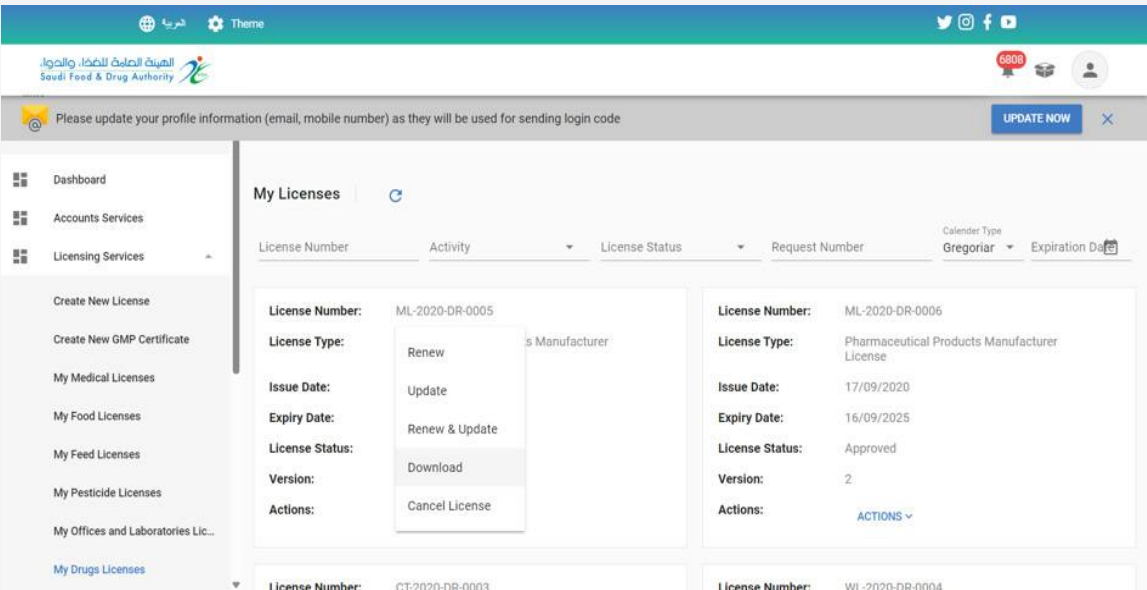
BACK **SUBMIT** **SAVE AND CONTINUE LATER** **CANCEL**

You will receive a "Request Number" after submitting your request.



5.1.6 Downloading the license for the drug manufacturing license.

You can view the license by clicking on "Actions" and selecting "Download."

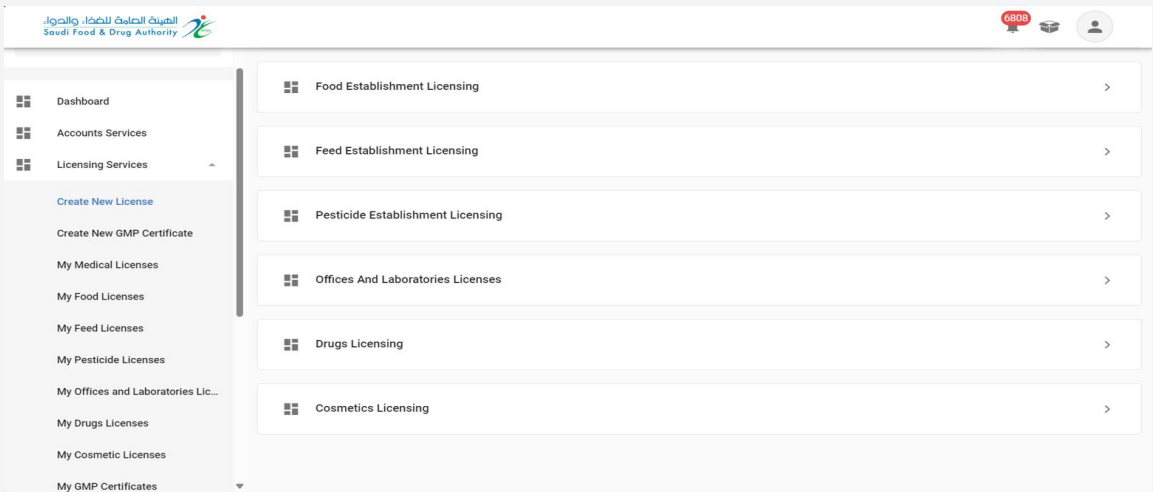


5.2 Warehouse Drug License

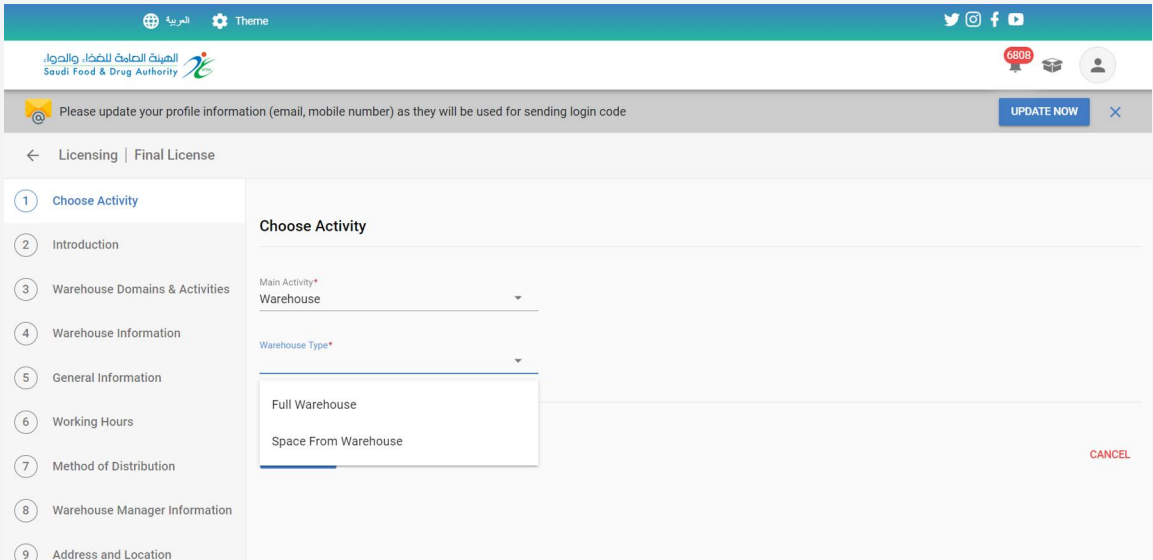
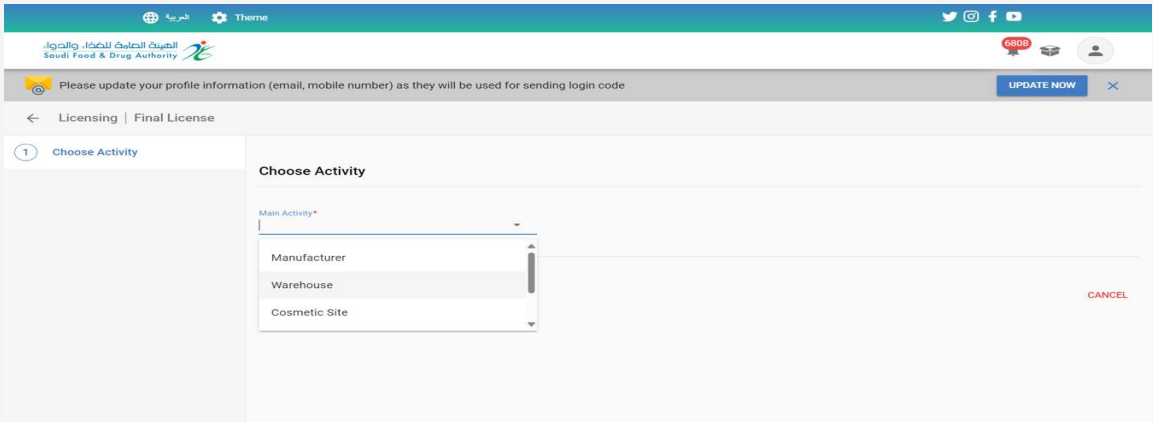
5.2.1 New Application for Warehouse Drug License

To submit a new application to the General Authority for Food and Drug Administration for a warehouse drug license (where the account must include the pharmaceutical field), select:

- 1. Licensing Services
- 2. Create New License
- 3. Drug License



When selecting "Drug License," a request submission page appears where you can choose the activity "Warehouse/Distribution Center" and select the type of warehouse "Warehouse/Distribution Center."



Then, begin filling out the required information in the application submission form and click on "Continue" until you reach the final section "Declaration and Undertaking."

The screenshot shows the SFDA licensing system interface. At the top, there's a header with the SFDA logo and navigation links. Below the header, a banner prompts the user to update their profile information. The main content area is titled 'Licensing | Final License'. On the left, a sidebar lists the steps of the application process: 1. Choose Activity, 2. Introduction (selected), 3. Warehouse Domains & Activities, 4. Warehouse Information, 5. General Information, 6. Working Hours, 7. Method of Distribution, 8. Warehouse Manager Information, and 9. Address and Location. The 'Introduction' section contains text explaining the SFDA system and a link for more details. At the bottom, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER' (highlighted with a red box), and a 'CANCEL' button.

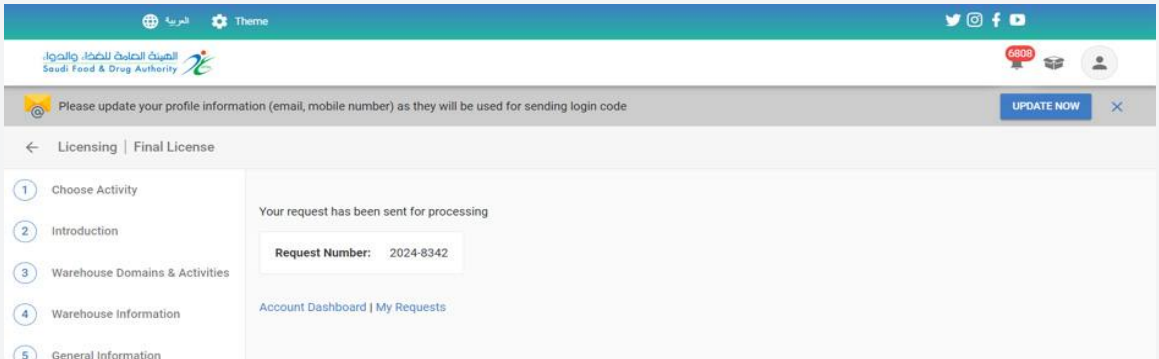
You can save the request for later data entry by clicking on "Save for Later." Upon completing the request, you can access it on the "My Requests" page with the status "Incomplete Request" by clicking on the "Update Request" action.

The screenshot shows the SFDA licensing system interface, specifically the 'Declaration and Undertaking' section. The sidebar on the left lists the steps: 1. Choose Activity, 2. Introduction, 3. Warehouse Domains & Activities (selected), 4. Warehouse Information, 5. General Information, 6. Working Hours, 7. Method of Distribution, 8. Warehouse Manager Information, and 9. Address and Location. The main content area is titled 'Declaration and Undertaking' and contains a list of statements that the user must agree to. At the bottom, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER' (highlighted with a red box), and a 'CANCEL' button.

After completing the data entry form and reaching the "Declaration and Undertaking" page, you must agree to the undertaking and then click on "Submit."

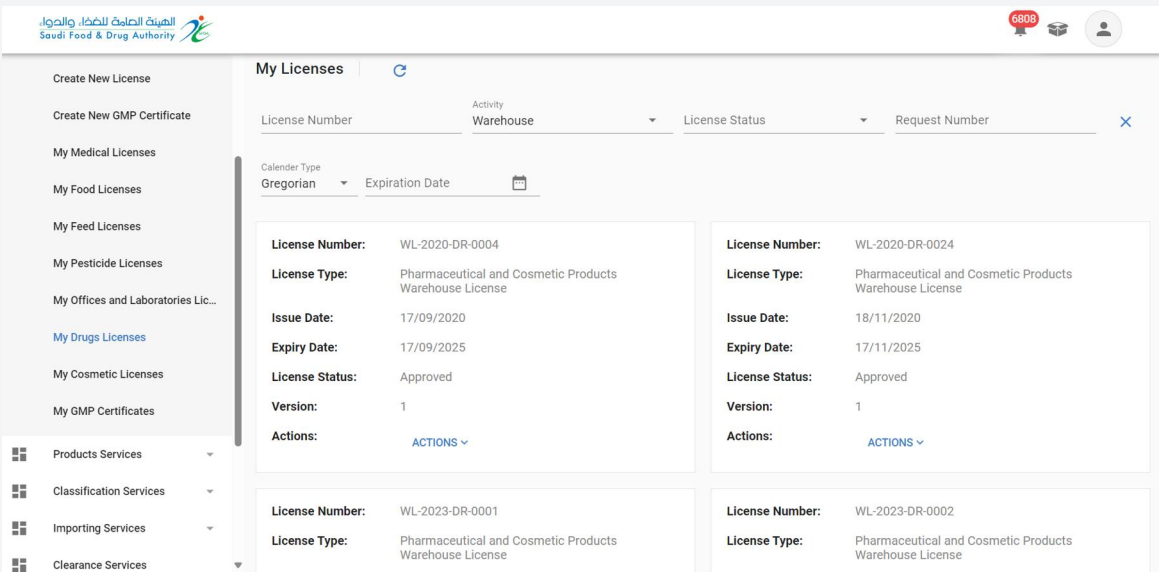
The screenshot shows the SFDA licensing system interface, specifically the 'Declaration and Undertaking' section. The sidebar on the left lists the steps: 1. Choose Activity, 2. Introduction, 3. Warehouse Domains & Activities (selected), 4. Warehouse Information, 5. General Information, 6. Working Hours, 7. Method of Distribution, 8. Warehouse Manager Information, and 9. Address and Location. The main content area is titled 'Declaration and Undertaking' and contains a list of statements that the user must agree to. At the bottom, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER' (highlighted with a red box), and a 'CANCEL' button.

You will receive a "Request Number" after submitting your request.



5.2.2 Updating Warehouse Drug License

To submit an update request to the General Authority for Food and Drug Administration for a warehouse drug license, choose "Licensing Services." Then, click on "My Drug Licenses," where you will see the licenses you have obtained and approved. You can obtain the license using the search engines.



When submitting a request to update license data, click on "Actions" and select "Update."

The screenshot displays the 'My Licenses' interface. On the left, a sidebar lists navigation options: 'Create New License', 'Create New GMP Certificate', 'My Medical Licenses', 'My Food Licenses', 'My Feed Licenses', 'My Pesticide Licenses', 'My Offices and Laboratories Lic...', 'My Drugs Licenses' (highlighted), 'My Cosmetic Licenses', and 'My GMP Certificates'. Below these are service categories: 'Products Services', 'Classification Services', 'Importing Services', and 'Clearance Services'. The main area is titled 'My Licenses' and features a table of licenses. The first license (WL-2020-DR-0004) is selected, and a dropdown menu for 'License Type' is open, showing options: 'Renew', 'Update', 'Renew & Update', 'Download', and 'Cancel License'. Other licenses listed include WL-2020-DR-0024, WL-2023-DR-0001, and WL-2023-DR-0002.

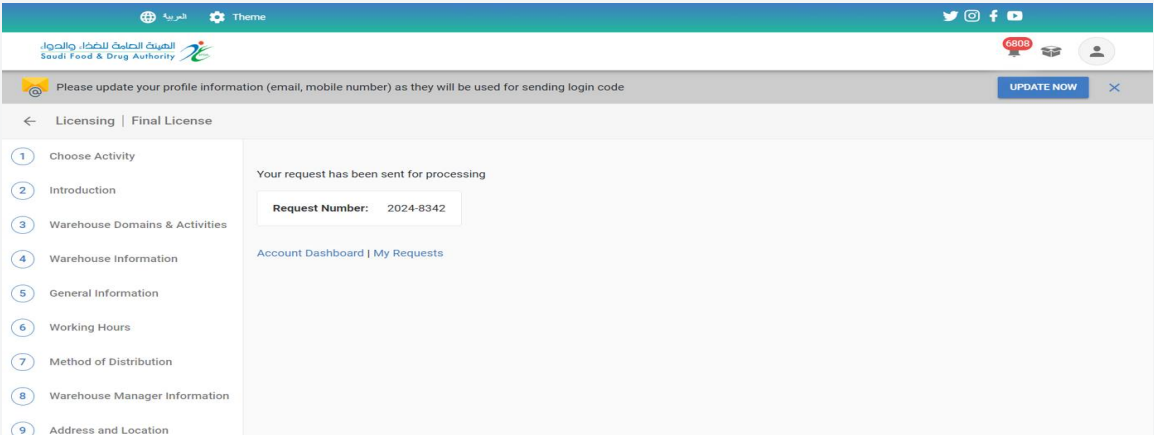
Update the required data and click "Continue" until you reach the final section "Confirmation and Submission."

The screenshot shows the 'Choose activity' step of the licensing process. The left sidebar indicates the current step is '1 Choose activity'. The main form area has two fields: 'Main Activity' with the value 'Warehouse' and 'Warehouse Type' with the value 'Full Warehouse'. At the bottom of the form, there is a blue 'CONTINUE' button and a red 'CANCEL' button. Above the form, a message prompts the user to update their profile information for login code sending.

After completing the data entry form and reaching the "Declaration and Undertaking" page, you must agree to the declaration and then click on "Submit."

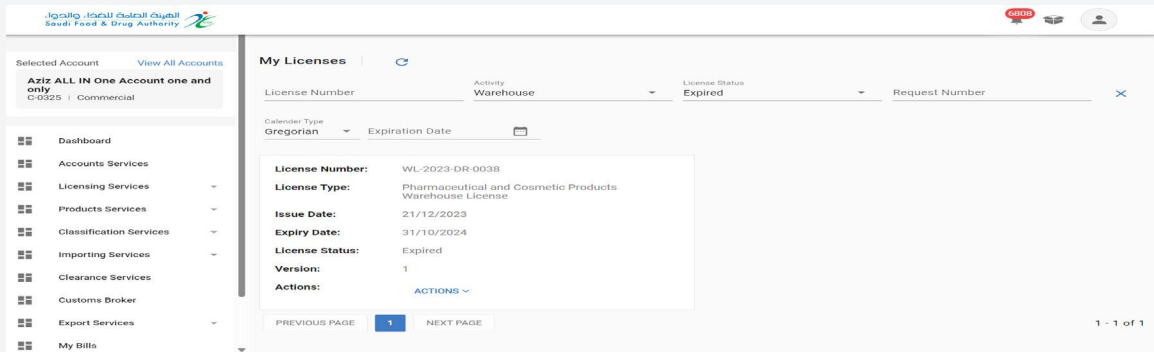
The screenshot displays the 'Declaration and Undertaking' page. The left sidebar shows the progress bar with step 11 'Attachments' highlighted. The main area contains a list of declaration points, each preceded by a bullet point. At the bottom, there is a checkbox labeled 'I agree on the declaration terms and conditions'. Below the checkbox are three buttons: 'BACK', 'SUBMIT', and 'SAVE AND CONTINUE LATER'. A red 'CANCEL' button is also visible at the bottom right.

You will receive an application number after submitting your request.



5.2.3 Renewal and Update Submission for a Pharmaceutical Warehouse License

To submit a request for the renewal and update of a pharmaceutical warehouse license to the Saudi Food and Drug Authority, select "Licensing Services" and then click on "My Drug Licenses". You will see the licenses you have obtained, and you can submit the request before the current license expires within a 60-day period or if the license status is expired. You can obtain the license using search engines.



When submitting a request to renew and update license data, click on "Procedures" and select "Renewal and Update".

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Saudi Food & Drug Authority

6808

Selected Account

View All Accounts

Aziz ALL IN One Account one and only

C-0325 | Commercial

Dashboard

Accounts Services

Licensing Services

Products Services

Classification Services

Importing Services

Clearance Services

Customs Broker

Export Services

My Bills

My Licenses

Activity: Warehouse

License Status: Expired

Request Number

Calendar Type: Gregorian

Expiration Date

License Number: WL-2023-DR-0038

License Type: Renew

Issue Date: Update

Expiry Date: Renew & Update

License Status: Download

Version: Cancel License

PREVIOUS PAGE

1

NEXT PAGE

1 - 1 of 1

Update the required data and click "Continue" until reaching the final section "Acknowledgment and Commitment".

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Licensing | Final License | Renew & Update

1 Choose activity

2 Introduction

3 Request Information

4 Warehouse Domains & Activities

5 Warehouse Information

6 General Information

7 Working Hours

8 Narcotic or Controlled Drugs

9 Method of Distribution

Choose activity

Main Activity: Warehouse

Warehouse Type: Full Warehouse

CONTINUE

CANCEL

After completing the data form and reaching the "Acknowledgment and Commitment" page, you must agree to the commitment and then click "Submit".

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Saudi Food & Drug Authority

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2 Introduction

3 Warehouse Domains & Activities

4 Warehouse Information

5 General Information

6 Working Hours

7 Method of Distribution

8 Warehouse Manager Information

9 Address and Location

10 Communication Information

I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty.

I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.

I undertake to modify the information of the facility in case of any change.

I undertake to inform the Authority in the event of cancellation or expiration of the license

I undertake to inform the Authority if the warehouse manager's contract expires for any reason and to inform the Authority within a period of 30 days from the date of the manager's last working day.

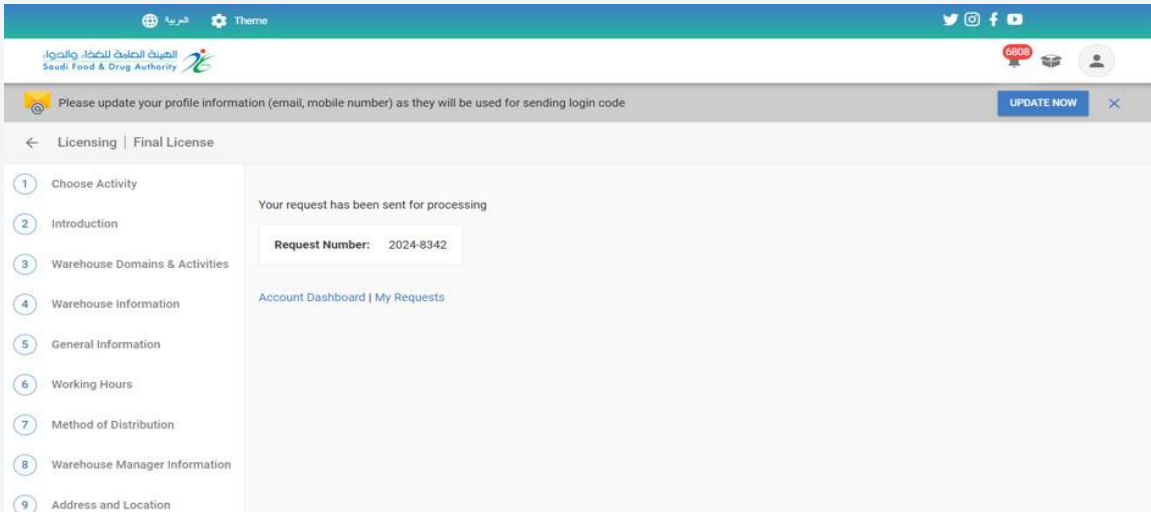
I have read the drug establishments and Cosmetic products systems (published on the SFDA website) and I pledge to abide by what is stated in it and any circulars and decisions issued by the SFDA.

I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee.

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.

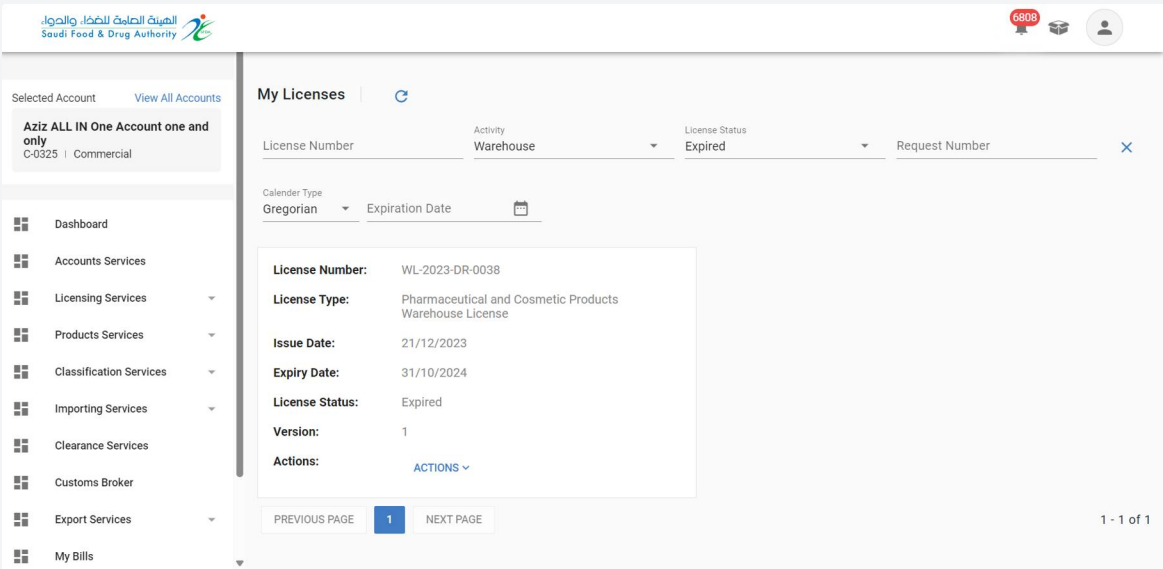
32

You will receive a "Request Number" after submitting your application.

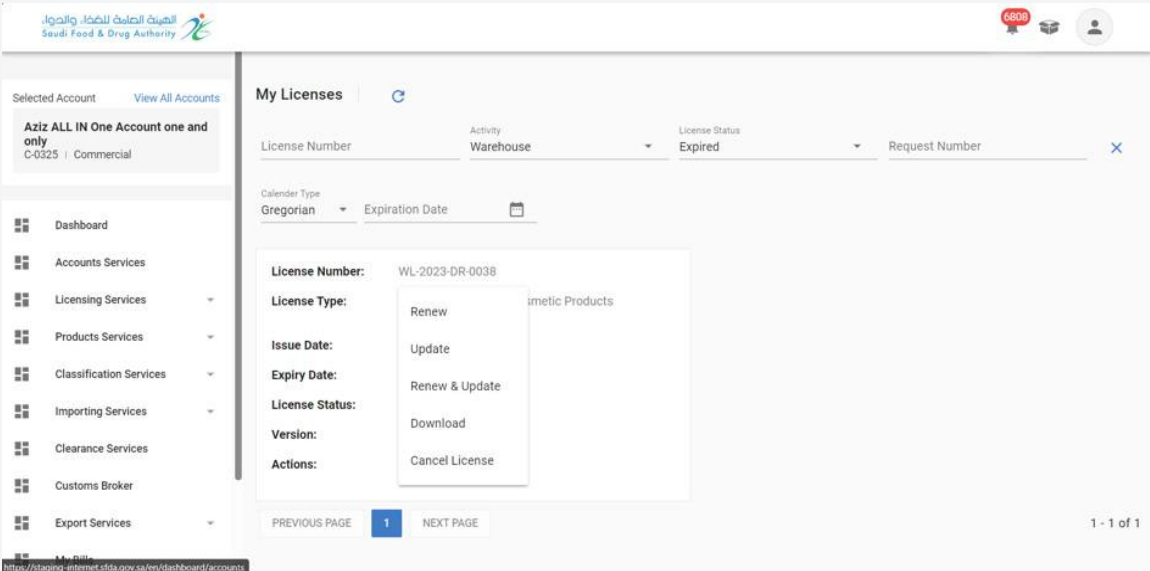


5.2.4 Renewing a Pharmaceutical Warehouse License

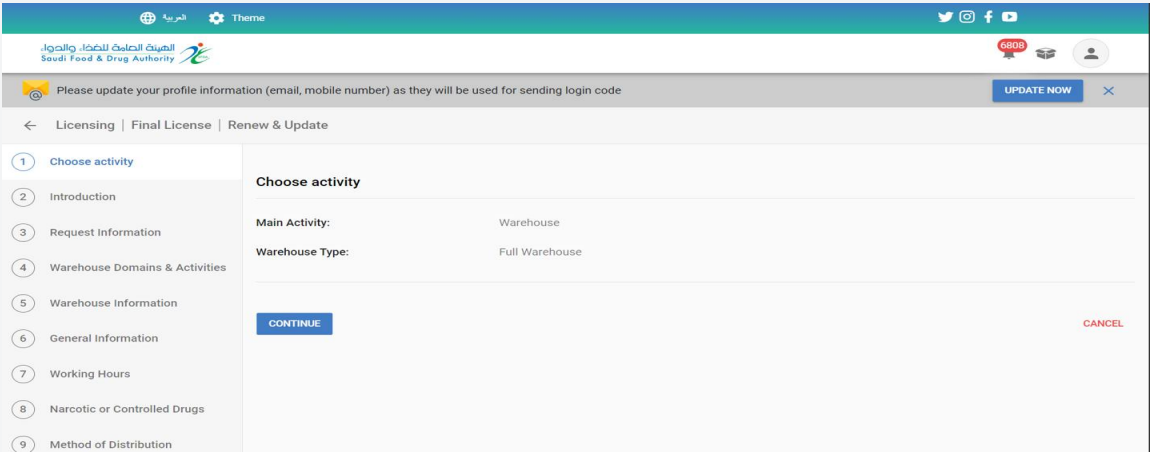
To apply for license renewal with the Saudi Food and Drug Authority, select "Licensing Services" and then click on "My Drug Licenses". You will see the licenses you have obtained, and you can submit the request before the current license expires within a 60-day period or if the license status is expired. You can obtain the license using search engines



When applying for a license renewal, click on "Procedures" and select "Renewal".



To request a license renewal, review the license, fill in the required information, and click "Continue" until you reach the final section "Acknowledgment and Commitment".



After completing the data form and reaching the "Acknowledgment and Commitment" page, you must agree to the commitment, then click "Submit".

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2 Introduction

3 Warehouse Domains & Activities

4 Warehouse Information

5 General Information

6 Working Hours

7 Method of Distribution

8 Warehouse Manager Information

9 Address and Location

10 Communication Information

11 Attachments

12 Payment Information

13 Comments & Attachments

I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty.

I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.

I undertake to modify the information of the facility in case of any change.

I undertake to inform the Authority in the event of cancellation or expiration of the license

I undertake to inform the Authority if the warehouse manager's contract expires for any reason and to inform the Authority within a period of 30 days from the date of the manager's last working day.

I have read the drug establishments and Cosmetic products systems (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.

I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee.

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 agree on the declaration terms and conditions

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive a "Request Number" after submitting your application.

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

← Licensing | Final License

1 Choose Activity

2 Introduction

3 Warehouse Domains & Activities

4 Warehouse Information

5 General Information

6 Working Hours

7 Method of Distribution

8 Warehouse Manager Information

9 Address and Location

Your request has been sent for processing

Request Number: 2024-8342

Account Dashboard | My Requests

5.2.5 Submitting License Cancellation for a Pharmaceutical Warehouse License

To submit a license cancellation request to the Saudi Food and Drug Authority for a pharmaceutical warehouse license, select "Licensing Services" and then click on "My Drug Licenses". You will see the licenses you have obtained, and you can obtain the license using search engines.

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Selected Account: [View All Accounts](#)
Aziz ALL IN One Account one and only
C-0325 | Commercial

My Licenses

Activity: Warehouse

Calendar Type: Gregorian

Expiration Date:

License Number: WL-2020-DR-0004	License Type: Pharmaceutical and Cosmetic Products Warehouse License	Issue Date: 17/09/2020	Expiry Date: 17/09/2025	License Status: Approved	Version: 1	Actions: ACTIONS
License Number: WL-2020-DR-0024	License Type: Pharmaceutical and Cosmetic Products Warehouse License	Issue Date: 18/11/2020	Expiry Date: 17/11/2025	License Status: Approved	Version: 1	Actions: ACTIONS
License Number: WL-2023-DR-0001	License Type: Pharmaceutical and Cosmetic Products Warehouse License					
License Number: WL-2023-DR-0002	License Type: Pharmaceutical and Cosmetic Products Warehouse License					

When submitting a license cancellation request, click on "Procedures" and select "Cancellation of License".

Selected Account: [View All Accounts](#)
Aziz ALL IN One Account one and only
C-0325 | Commercial

My Licenses

Activity: Warehouse

Calendar Type: Gregorian

Expiration Date:

License Number: WL-2020-DR-0004	License Type: Pharmaceutical and Cosmetic Products Warehouse License	Issue Date: 17/09/2020	Expiry Date: 17/09/2025	License Status: Approved	Version: 1	Actions: ACTIONS
License Number: WL-2020-DR-0024	License Type: Pharmaceutical and Cosmetic Products Warehouse License	Issue Date: 18/11/2020	Expiry Date: 17/11/2025	License Status: Approved	Version: 1	Actions: ACTIONS
License Number: WL-2023-DR-0001	License Type: Pharmaceutical and Cosmetic Products Warehouse License					
License Number: WL-2023-DR-0002	License Type: Pharmaceutical and Cosmetic Products Warehouse License					

Fill in the reason for the license cancellation and click "Continue" until you reach the final section "Confirmation and Submission".

Please update your profile information (email, mobile number) as they will be used for sending login code [UPDATE NOW](#)

Licensing | Cancel License

1 Cancellation Reason

2 Comments & Attachments

3 Confirm and Submit

Cancellation Reason

Cancellation Reason*

Official letter for cancellation*

[Attach the supporting document](#)

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

[CONTINUE](#) [CANCEL](#)

After completing the data form and reaching the "Acknowledgment and Commitment" page, you must agree to the commitment, then click "Submit".

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Theme

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

←

Licensing | Cancel License

1

Cancellation Reason

2

Comments & Attachments

3

Confirm and Submit

Draft number: 2024-8346

Confirm and Submit

Confession:
I acknowledge that I have taken all the responsibility of the system by revoking the license of the facility, and I acknowledge that I have seen all the regulations, regulations, requirements, requirements and circulars issued by the General Authority for Food and Medicine regarding the cancellation of the license of the facility, and the SFDA to take all regular measures against me in case of violation

☐ I Agree on above Declaration

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive a "Request Number" after submitting your application.

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Theme

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

←

Licensing | Final License

1

Choose Activity

2

Introduction

3

Warehouse Domains & Activities

4

Warehouse Information

5

General Information

6

Working Hours

7

Method of Distribution

8

Warehouse Manager Information

9

Address and Location

Your request has been sent for processing

Request Number: 2024-8342

Account Dashboard | My Requests

5.2.6 Download the pharmaceutical warehouse license.

To download the license for a pharmaceutical warehouse, you can do so by selecting "Procedures" and then choosing "Download".

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Saudi Food & Drug Authority

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Accounts Services

Licensing Services

Create New License

Create New GMP Certificate

My Medical Licenses

My Food Licenses

My Feed Licenses

My Pesticide Licenses

My Offices and Laboratories Lic...

My Drugs Licenses

My Licenses

Activity Warehouse

License Status

Request Number

Calendar Type Gregorian

Expiration Date

License Number: WL-2020-DR-0004

License Type: Renew

Issue Date:

Expiry Date:

License Status:

Version:

License Number: WL-2020-DR-0024

License Type: Pharmaceutical and Cosmetic Products Warehouse License

Issue Date: 18/11/2020

Expiry Date: 17/11/2025

License Status: Approved

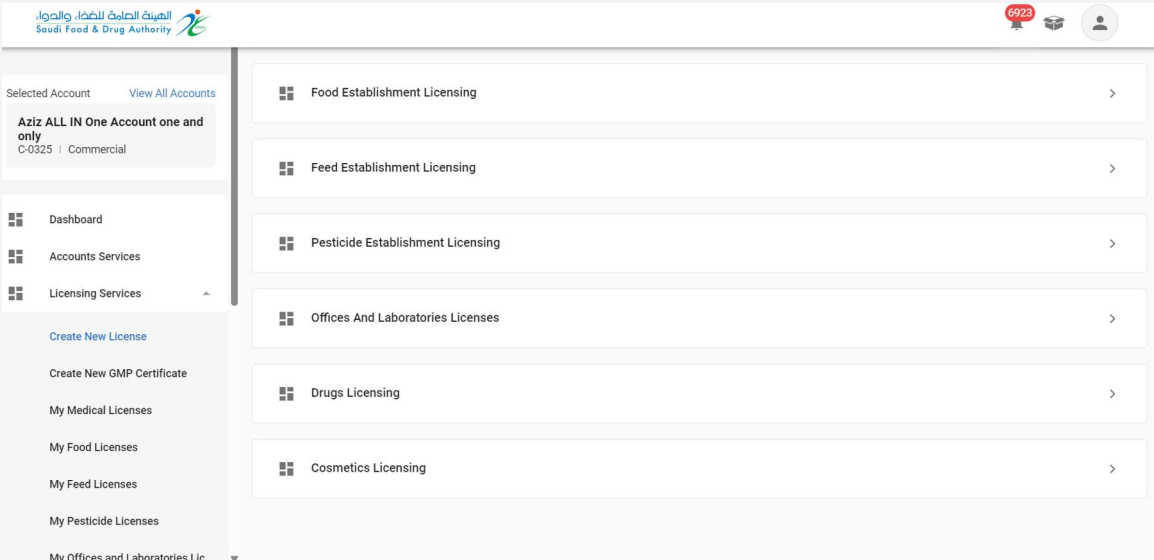
Version: 1

5.3 Warehouse Space License

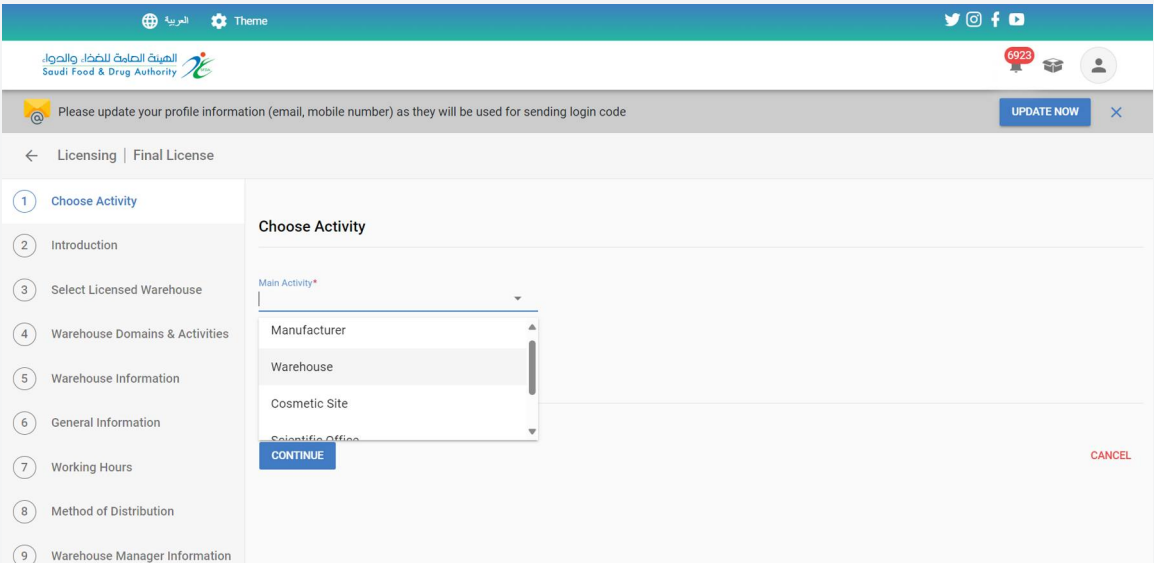
5.3.1 New Application for a Warehouse Space License

To submit a new application to the Saudi Food and Drug Authority for a warehouse space license, select:

- 1. Licensing Services
- 2. Create New License
- 3. Drug Licensing



When selecting "Drug Licensing," a page for submitting the application appears, where you can choose the activity "Warehouse/Distribution Center" and select the warehouse type as "Leased space from others."



The screenshot shows the 'Choose Activity' step in the licensing process. The left sidebar contains a list of steps: 1. Choose Activity (selected), 2. Introduction, 3. Select Licensed Warehouse, 4. Warehouse Domains & Activities, 5. Warehouse Information, 6. General Information, 7. Working Hours, 8. Method of Distribution, and 9. Warehouse Manager Information. The main content area is titled 'Choose Activity' and contains two dropdown menus: 'Main Activity*' with 'Warehouse' selected, and 'Warehouse Type*' with 'Space From Warehouse' selected. At the bottom, there are 'CONTINUE' and 'CANCEL' buttons.

Then proceed to fill in the required information in the application submission form and click "Continue" until you reach the final section "Acknowledgment and Commitment".

The screenshot shows the 'Introduction' step in the licensing process. The left sidebar contains a list of steps: 1. Choose Activity, 2. Introduction (selected), 3. Select Licensed Warehouse, 4. Warehouse Domains & Activities, 5. Warehouse Information, 6. General Information, 7. Working Hours, 8. Method of Distribution, and 9. Warehouse Manager Information. The main content area is titled 'Introduction' and contains a paragraph of text: 'According to the SFDA system issued by the Royal Decree No. (M / 6) dated 25/1/1428 H, and the provisions of Article 5 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...". And the drug establishments and Cosmetic products Executive guidelines that defined drug and cosmetic warehouses within the facilities that obtain a license from the SFDA, all drug and cosmetic warehouses must register in the system and obtain a license to engage in activity.' Below the text is a link: 'Click Here For More Details'. At the bottom, there are 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL' buttons.

You can save the application for later by clicking "Save for Later". Once the application is completed, you can access it on the "My Requests" page, and the status of the request will be "Incomplete Request" when you click on the "Update Request" action.

Confirm

- I undertake that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty
- I undertake not to violate the technical regulations and standard specifications related to the type of activity and comply with all circulars issued by the Commission.
- I undertake to modify the information of the facility in case of any change.
- I undertake to inform the Authority in the event of cancellation or expiration of the license.
- I have read the drug establishments and Cosmetic products systems (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.
- I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee
- 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 agree on the declaration terms and conditions

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

After completing the data form and reaching the "Acknowledgment and Commitment" page, you must agree to the commitment, then click "Submit".

Confirm

- I undertake that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty
- I undertake not to violate the technical regulations and standard specifications related to the type of activity and comply with all circulars issued by the Commission.
- I undertake to modify the information of the facility in case of any change.
- I undertake to inform the Authority in the event of cancellation or expiration of the license.
- I have read the drug establishments and Cosmetic products systems (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.
- I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee
- 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 agree on the declaration terms and conditions

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

You will receive a "Request Number" after submitting your application.

Please update your profile information (email, mobile number) as they will be used for sending login code [UPDATE NOW](#)

[←](#) Licensing | Final License

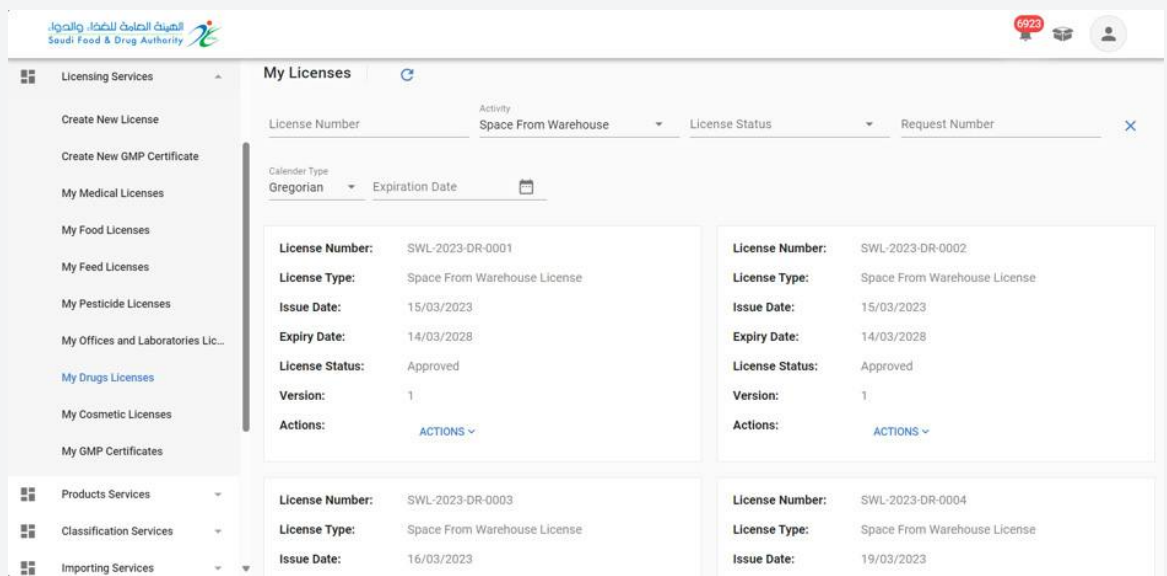
Your request has been sent for processing

Request Number: 2024-8712

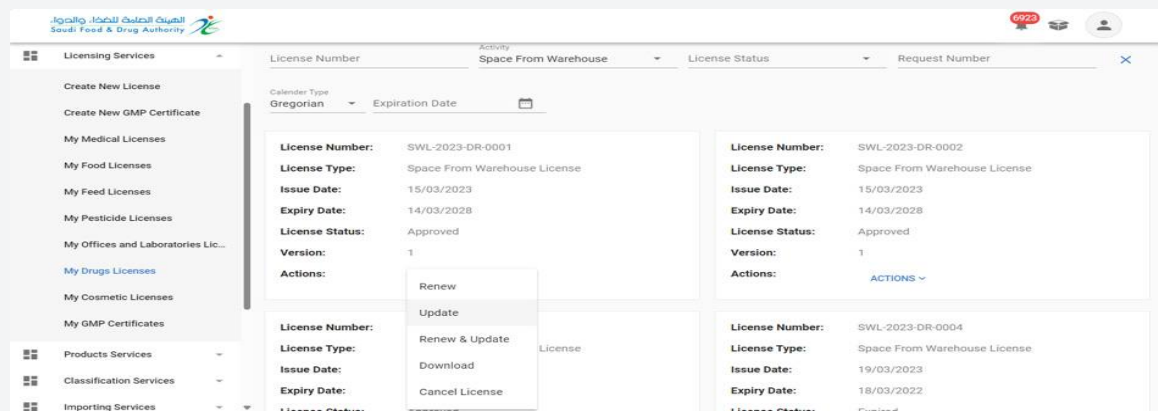
[Account Dashboard](#) | [My Requests](#)

5.3.2 Updating a Warehouse Space License

To submit an update request to the Saudi Food and Drug Authority for a warehouse space license, select "Licensing Services" and then click on "My Drug Licenses". You will see your existing licenses, both approved and pending, and you can obtain the license using search engines.



When submitting an update request for license data, click on "Procedures" and select "Update".



Update the required data and click "Continue" until you reach the final section "Confirmation and Submission".

العربية

Theme

الهئية العامة للغذاء والدواء

Saudi Food & Drug Authority

6923

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

X

←

Licensing | Final License

1

Choose activity

2

Select Licensed Warehouse

3

Introduction

4

Warehouse Domains & Activities

5

Warehouse Information

6

General Information

7

Working Hours

8

Method of Distribution

9

Warehouse Manager Information

10

Address and Location

11

Communication Information

12

Attachments

Choose activity

Main Activity:

Warehouse

Warehouse Type:

Space From Warehouse

CONTINUE

CANCEL

After completing the data form and reaching the "Acknowledgment and Commitment" page, you must agree to the commitment, then click "Submit".

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

X

←

Licensing | Final License

1

Choose Activity

2

Introduction

3

Select Licensed Warehouse

4

Warehouse Domains & Activities

5

Warehouse Information

6

General Information

7

Working Hours

8

Method of Distribution

9

Warehouse Manager Information

10

Address and Location

11

Communication Information

12

Attachments

Confirm

I undertake that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty

I undertake not to violate the technical regulations and standard specifications related to the type of activity and comply with all circulars issued by the Commission.

I undertake to modify the information of the facility in case of any change.

I undertake to inform the Authority in the event of cancellation or expiration of the license.

I have read the drug establishments and Cosmetic products systems (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.

I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee

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 agree on the declaration terms and conditions

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive a "Request Number" after submitting your application.

العربية

Theme

الهئية العامة للغذاء والدواء

Saudi Food & Drug Authority

6923

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

X

←

Licensing | Final License

1

Choose Activity

2

Introduction

3

Select Licensed Warehouse

4

Warehouse Domains & Activities

Your request has been sent for processing

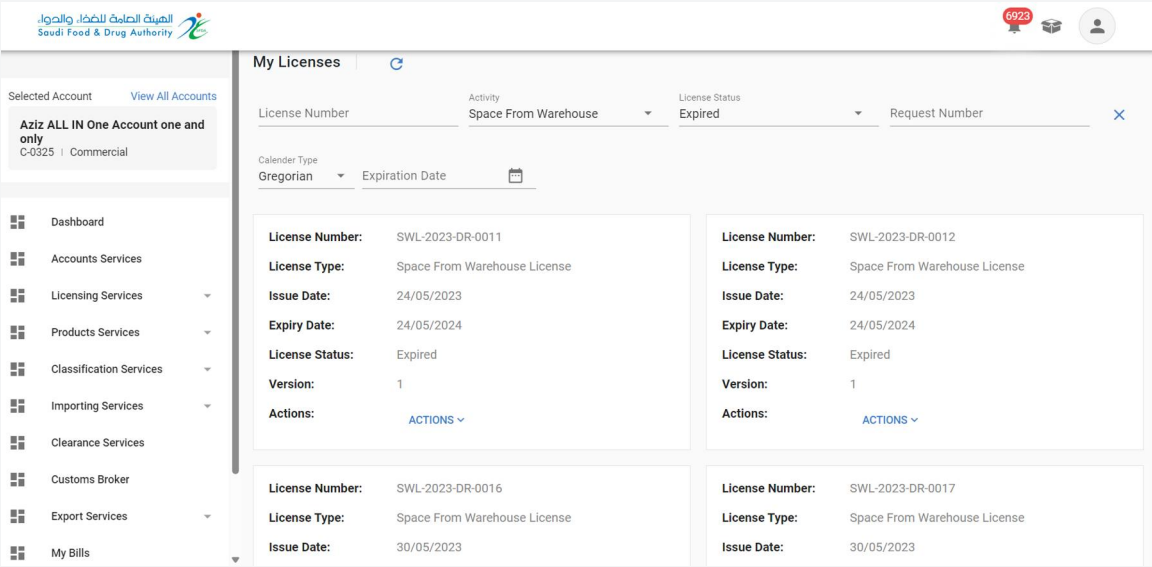
Request Number:

2024-8712

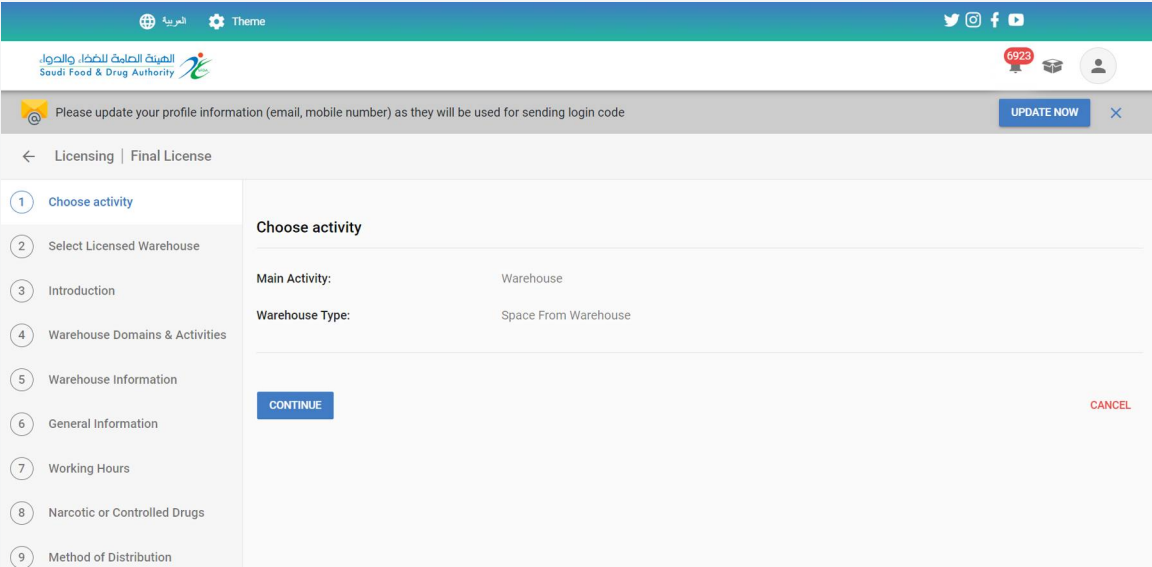
Account Dashboard | My Requests

5.3.3 Renewal and Update Submission for a Warehouse Space License

To submit a renewal and update request to the Saudi Food and Drug Authority for a warehouse space license, select "Licensing Services" and then click on "My Drug Licenses". You will see the licenses you have obtained, and you can submit the request before the current license expires within a 60-day period or if the license status is expired. You can obtain the license using search engines.



Update the required data and click "Continue" until you reach the final section "Acknowledgment and Commitment".



After completing the data form and reaching the "Acknowledgment and Commitment" page, you must agree to the commitment, then click "Submit".

الهئية العامة للغذاء والدواء
Saudi Food & Drug Authority

6923

1 Choose Activity

2 Introduction

3 Select Licensed Warehouse

4 Warehouse Domains & Activities

5 Warehouse Information

6 General Information

7 Working Hours

8 Method of Distribution

9 Warehouse Manager Information

10 Address and Location

11 Communication Information

12 Attachments

Confirm

I undertake that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty

I undertake not to violate the technical regulations and standard specifications related to the type of activity and comply with all circulars issued by the Commission.

I undertake to modify the information of the facility in case of any change.

I undertake to inform the Authority in the event of cancellation or expiration of the license.

I have read the drug establishments and Cosmetic products systems (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.

I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee

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 agree on the declaration terms and conditions

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive a "Request Number" after submitting your application.

الدولية Theme

الهئية العامة للغذاء والدواء
Saudi Food & Drug Authority

6923

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

← Licensing | Final License

1 Choose Activity

2 Introduction

3 Select Licensed Warehouse

4 Warehouse Domains & Activities

5 Warehouse Information

6 General Information

7 Working Hours

8 Method of Distribution

Your request has been sent for processing

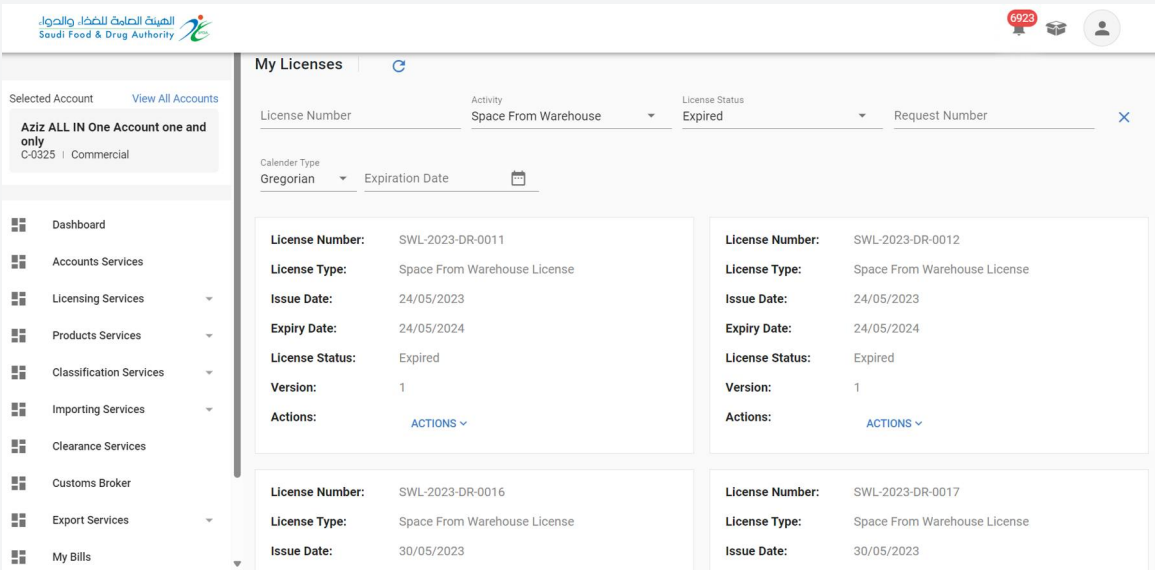
Request Number: 2024-8712

[Account Dashboard | My Requests](#)

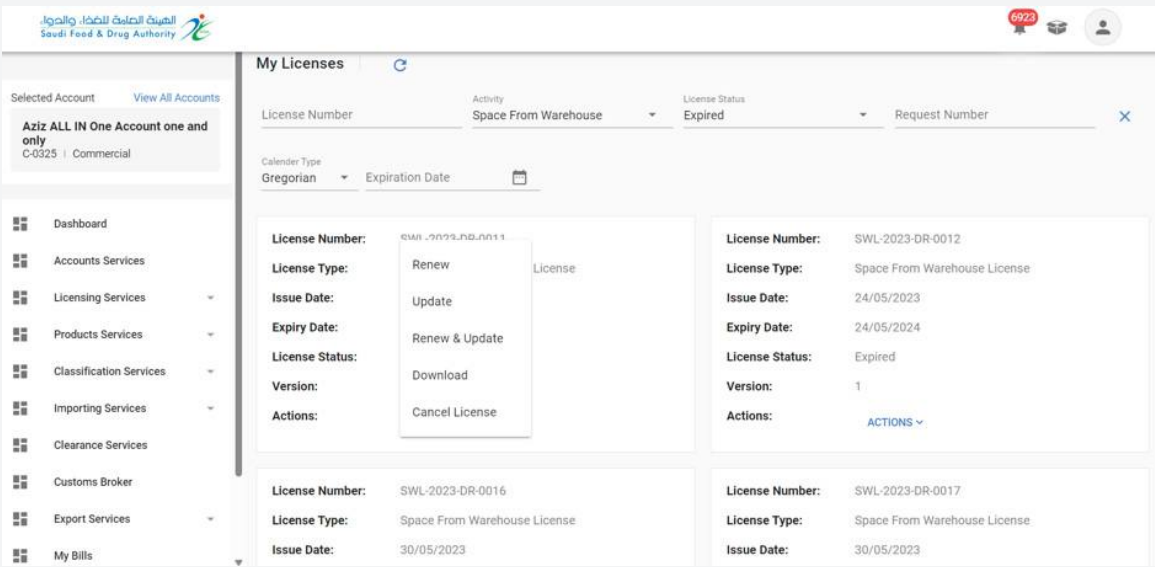
5.3.4 Renewal Submission for a Warehouse Space License

To submit a renewal request to the Saudi Food and Drug Authority for a warehouse space license, choose "Licensing Services" and then click on "My Drug Licenses". You will see the licenses you have obtained, and you can submit the request before the current license expires within a 60-day period or if the license status is expired. You can obtain the license using search engines.

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When submitting a license renewal request, click on "Procedures" and select "Renewal".



When requesting a license renewal, you review the license without allowing data modification, as it is for reading only. Then, you click "Continue" until you reach the final section "Establishment Commitments".

السعودية

Theme

Twitter

Instagram

Facebook

YouTube

6923

6923

الهئية العامة للغذاء والدواء

Saudi Food & Drug Authority

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

X

←

Licensing | Final License

1

Choose activity

2

Select Licensed Warehouse

3

Introduction

4

Warehouse Domains & Activities

5

Warehouse Information

6

General Information

Choose activity

Main Activity:

Warehouse

Warehouse Type:

Space From Warehouse

CONTINUE

CANCEL

After completing the data form and reaching the "Acknowledgment and Commitment" page, you must agree to the commitment, then click "Submit".

الهئية العامة للغذاء والدواء

Saudi Food & Drug Authority

6923

6923

الهئية العامة للغذاء والدواء

Saudi Food & Drug Authority

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

X

←

Licensing | Final License

1

Choose Activity

2

Introduction

3

Select Licensed Warehouse

4

Warehouse Domains & Activities

5

Warehouse Information

6

General Information

7

Working Hours

8

Method of Distribution

9

Warehouse Manager Information

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Address and Location

11

Communication Information

12

Attachments

Confirm

I undertake that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty

I undertake not to violate the technical regulations and standard specifications related to the type of activity and comply with all circulars issued by the Commission.

I undertake to modify the information of the facility in case of any change.

I undertake to inform the Authority in the event of cancellation or expiration of the license.

I have read the drug establishments and Cosmetic products systems (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.

I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee

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 agree on the declaration terms and conditions

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive a "Request Number" after submitting your application.

السعودية

Theme

Twitter

Instagram

Facebook

YouTube

6923

6923

الهئية العامة للغذاء والدواء

Saudi Food & Drug Authority

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

X

←

Licensing | Final License

1

Choose Activity

2

Introduction

3

Select Licensed Warehouse

4

Warehouse Domains & Activities

5

Warehouse Information

6

General Information

Your request has been sent for processing

Request Number:

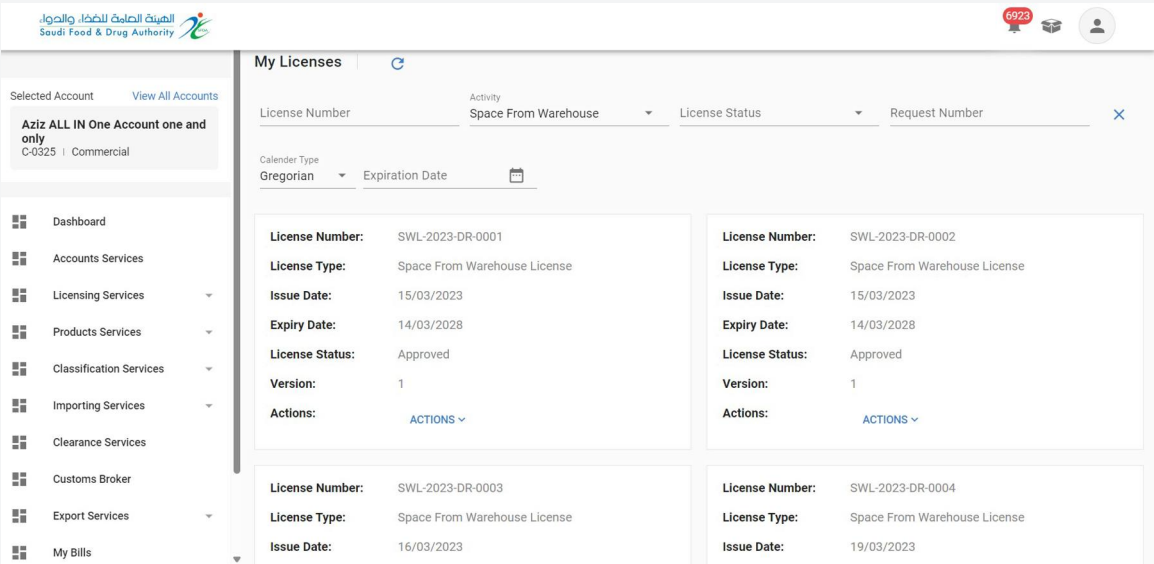
2024-8712

Account Dashboard | My Requests

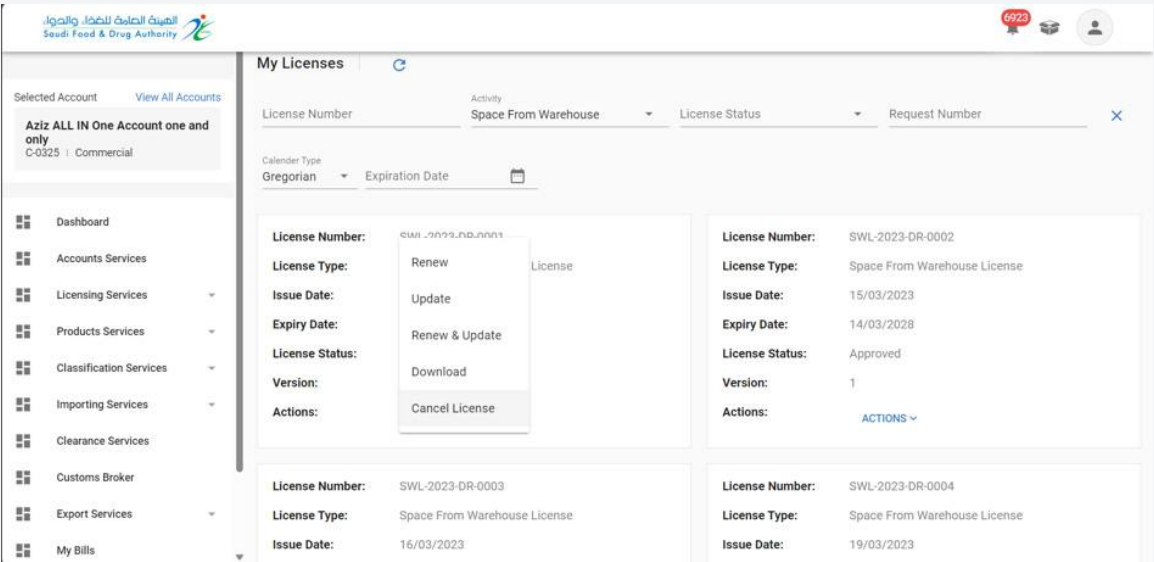
46

5.3.5 Submitting License Cancellation for a Warehouse Space License

To submit a license cancellation request to the Saudi Food and Drug Authority for a warehouse space license, select "Licensing Services" and then click on "My Drug Licenses". You will see the licenses you have obtained, and you can obtain the license using search engines.



When submitting a license cancellation request, click on "Procedures" and select "Cancellation of License".



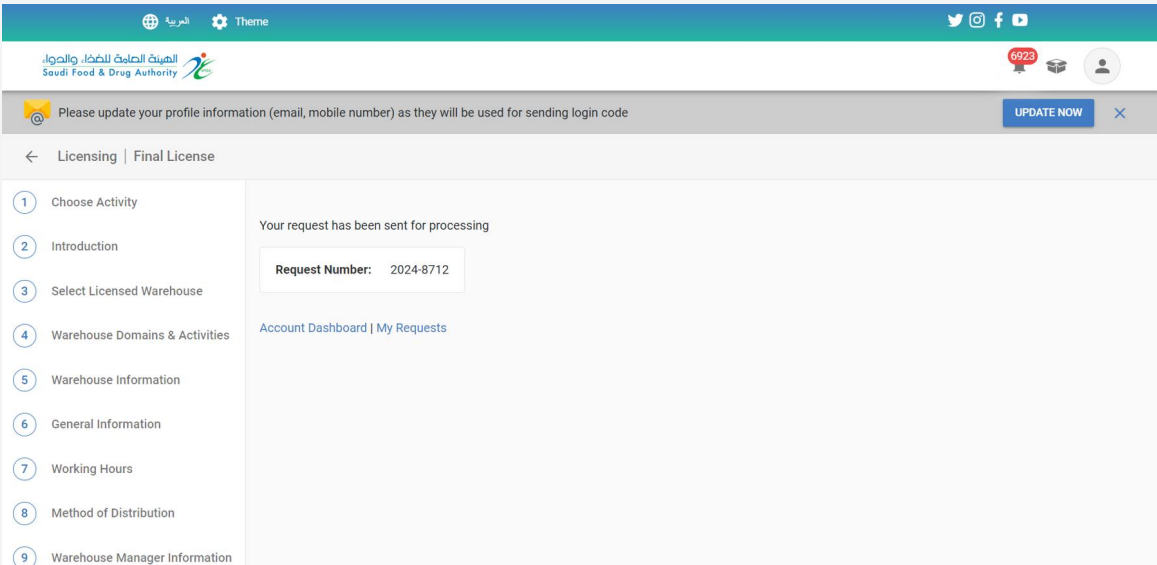
Fill in the reason for the license cancellation and click "Continue" until you reach the final section "Confirmation and Submission".

The screenshot shows the 'Cancel License' form. On the left is a sidebar with steps: 1. Cancellation Reason, 2. Comments & Attachments, 3. Confirm and Submit. The main form area is titled 'Cancellation Reason'. It contains a dropdown menu for 'Cancellation Reason*', a text area for 'Official letter for cancellation*' with an 'Attach the supporting document' button, and a note: 'Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png'. At the bottom are 'CONTINUE' and 'CANCEL' buttons.

After completing the data form and reaching the "Acknowledgment and Commitment" page, you must agree to the commitment, then click "Submit".

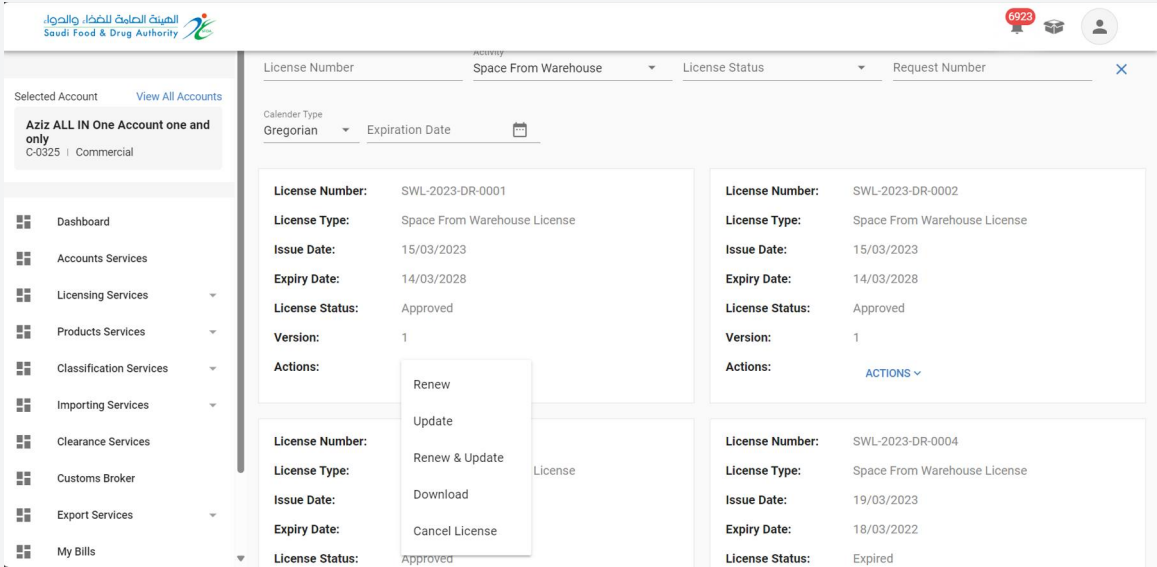
The screenshot shows the 'Confirm' page. On the left is a sidebar with steps: 1. Choose Activity, 2. Introduction, 3. Select Licensed Warehouse, 4. Warehouse Domains & Activities, 5. Warehouse Information, 6. General Information, 7. Working Hours, 8. Method of Distribution, 9. Warehouse Manager Information, 10. Address and Location, 11. Communication Information, 12. Attachments. The main form area is titled 'Confirm'. It contains a list of terms and conditions, a checkbox for 'I agree on the declaration terms and conditions', and 'BACK', 'SUBMIT', 'SAVE AND CONTINUE LATER', and 'CANCEL' buttons.

You will receive a "Request Number" after submitting your application.



5.3.6 Downloading the License for a Warehouse Space

You can access the license by clicking on "Procedures" and selecting "Download".

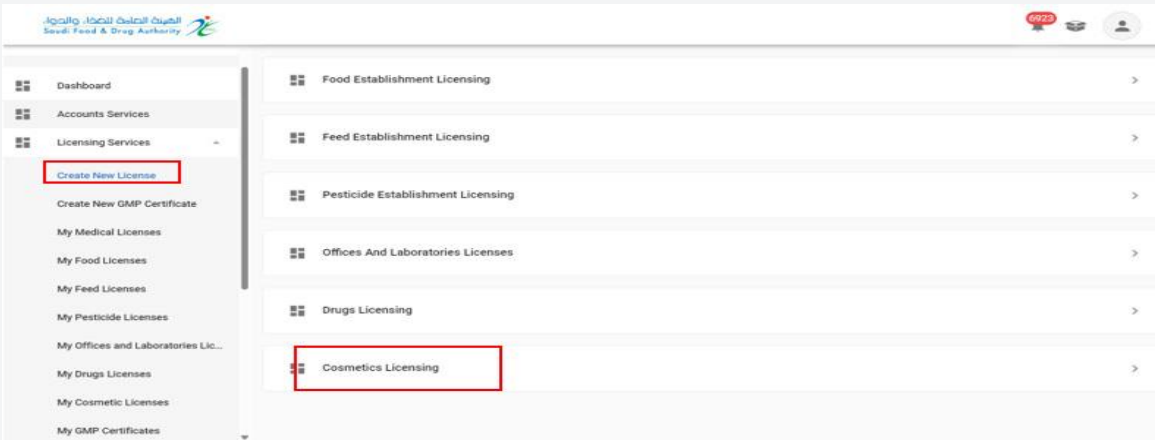


5.4 Cosmetic Factory License

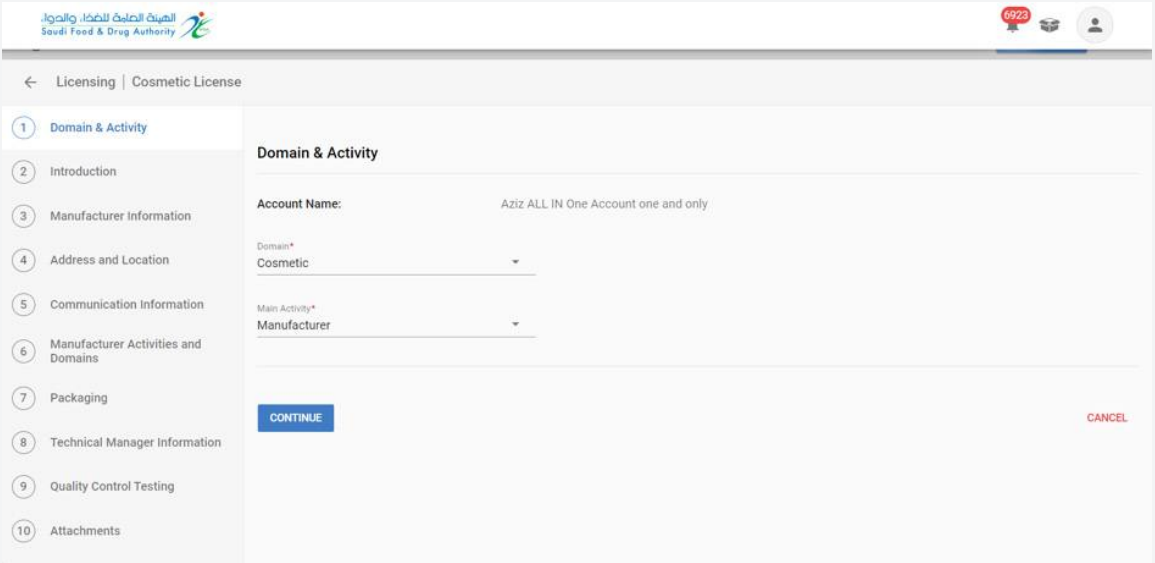
5.4.1 New Application for a Cosmetic Factory License

To submit a new application to the Saudi Food and Drug Authority for a cosmetic factory license (where the account must include the cosmetics field), select:

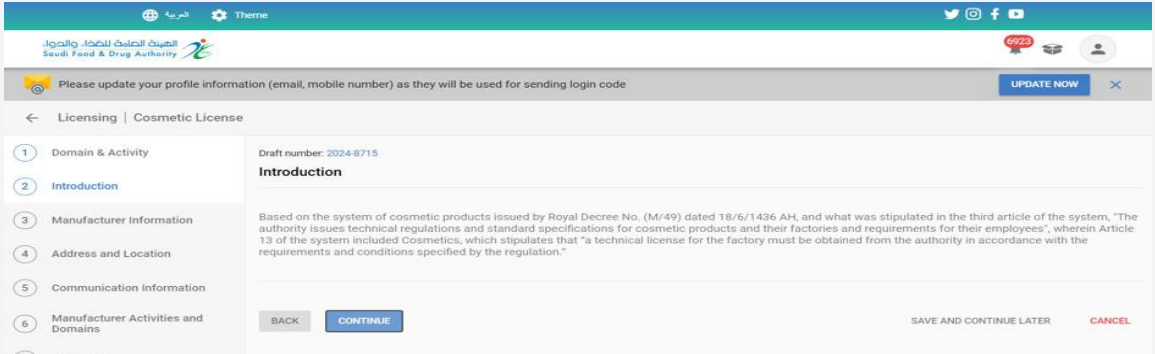
1. Licensing Services
2. Create New License
3. Cosmetic Facilities Licensing



When selecting "Cosmetic Facilities Licensing," a page for submitting the application appears, where you can choose the activity "Factory".



Then start filling in the required data in the application submission form and click "Continue" until reaching the final section, "Commitments".



You can save the application for later by clicking Save for Later. When completing the application, you can access it on the My Applications page, and the application status will be Incomplete when you click on Update Application.

العهد السعودي للغذاء والدواء
Saudi Food & Drug Authority

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Licensing | Cosmetic License

1 Domain & Activity

2 Introduction

3 Manufacturer Information

4 Address and Location

5 Communication Information

6 Manufacturer Activities and Domains

7 Packaging

8 Technical Manager Information

9 Quality Control Testing

10 Commitments

Draft number: 2024-8715

Manufacturer Information

Manufacturer Name Arabic: مؤسسة اير في التجارية

Manufacturer Name English: Azz ALI IN One Account one and only

Manufacturing Final License No.*

BACK CONTINUE

SAVE AND CONTINUE LATER CANCEL

After completing the data form and reaching the "Commitments" page, you must approve the commitment and then click "Submit".

العهد السعودي للغذاء والدواء
Saudi Food & Drug Authority

2 Introduction

3 Manufacturer Information

4 Address and Location

5 Communication Information

6 Manufacturer Activities and Domains

7 Packaging

8 Technical Manager Information

9 Quality Control Testing

10 Attachments

11 Payment Information

12 Comments & Attachments

Commitments

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.

☐ I agree on the declaration terms and conditions

BACK SUBMIT

SAVE AND CONTINUE LATER CANCEL

You will receive the application number after submitting your application.

العهد السعودي للغذاء والدواء
Saudi Food & Drug Authority

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Licensing | Cosmetic License

1 Domain & Activity

2 Introduction

3 Manufacturer Information

4 Address and Location

5 Communication Information

Your request has been sent for processing

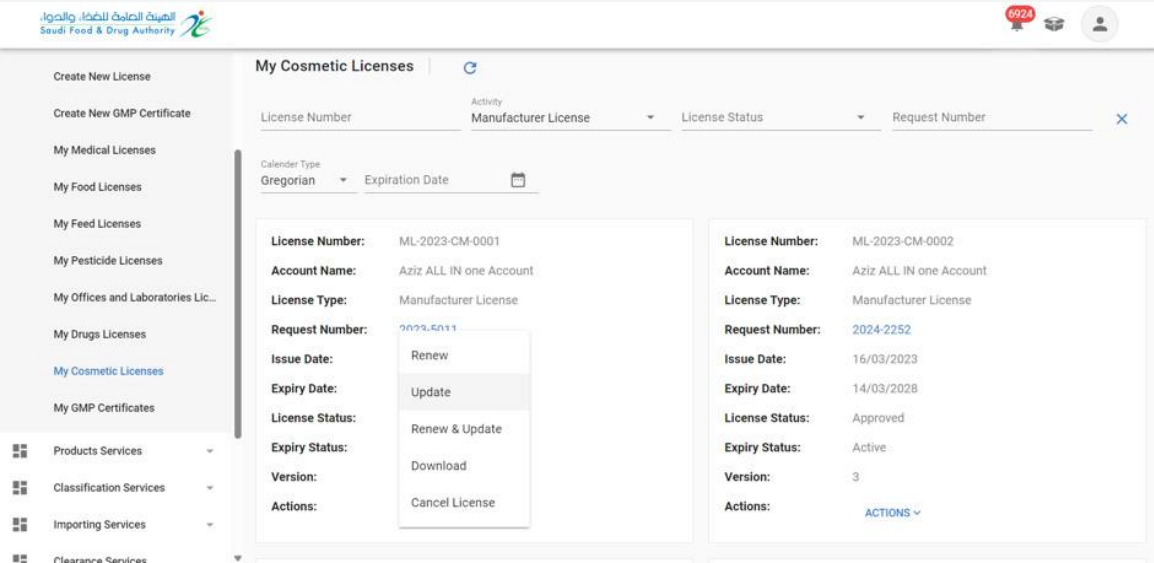
Request Number: 2024-8715

Account Dashboard | My Requests

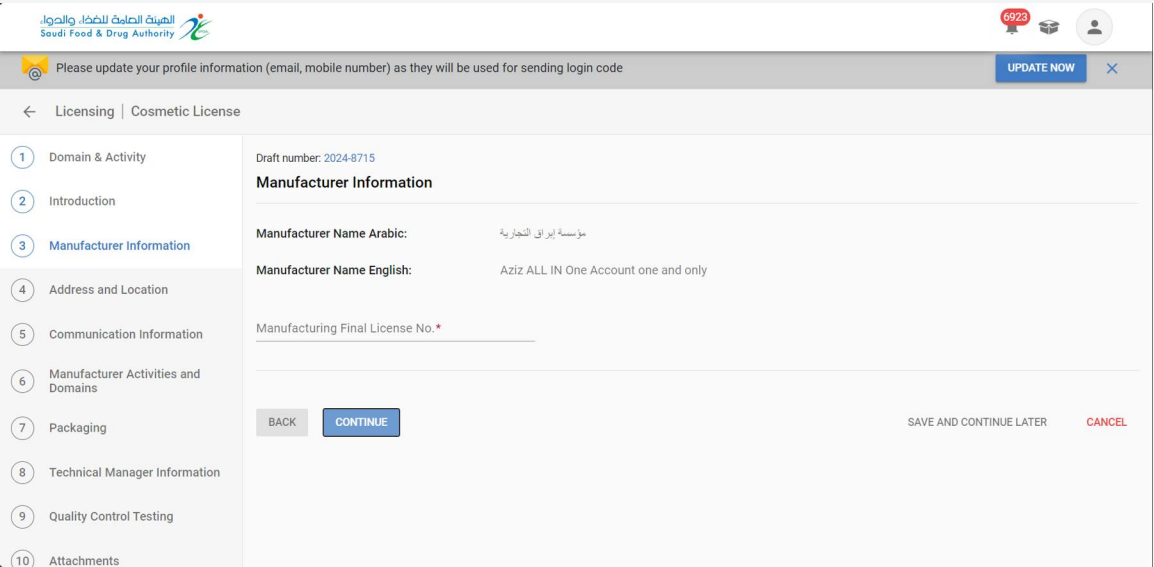
5.4.2 Submission of an Update for a Cosmetics Factory License

To submit an update to the Saudi Food and Drug Authority for a cosmetics factory license, select the licensing services. When you click on "Cosmetic Product Licenses," you will see the licenses obtained and approved. You can obtain the license using search engines.

When submitting an update request for the license data, upon clicking on "Actions" and selecting "Update," you will initiate the update process.



Update the required information and click "Continue" until reaching the final section, "Commitments."



After completing the data form and reaching the "Acknowledgment and Commitment" page, you must approve the commitment and then click "Submit."

Commitments

- 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.

☐ I agree on the declaration terms and conditions

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

You will receive the application number after submitting your request.

Licensing | Cosmetic License

Your request has been sent for processing

Request Number: 2024-8715

[Account Dashboard](#) | [My Requests](#)

5.4.3 Submission of Renewal and Update for Cosmetics Factory License

To submit a renewal and update request to the Saudi Food and Drug Authority for a cosmetics factory license, follow these steps: Select "Licensing Services." Click on "Cosmetic Product Licenses." This will display the licenses you have obtained. You can submit the request before the expiration of the current license, within a 60-day period, or if the license status is expired. You can obtain the license using search engines.

My Cosmetic Licenses

License Number: ML-2023-CM-0001
Account Name: Aziz ALL IN one Account
License Type: Manufacturer License
Request Number: 2023-S011
Issue Date: 15/03/2023
Expiry Date: 31/07/2028
License Status: Approved
Expiry Status: Active
Version: 3
Actions: ACTIONS

When submitting a renewal and update request for the license data, click on "Actions" and select "Renewal and Update."

My Cosmetic Licenses

License Number: ML-2023-CM-0001
Account Name: Aziz ALL IN one Account
License Type: Manufacturer License
Request Number: 2023-S011
Issue Date: 15/03/2023
Expiry Date: 31/07/2028
License Status: Approved
Expiry Status: Active
Version: 3
Actions: ACTIONS

Update the required data and click "Continue" until reaching the final section, "Commitments."

Cosmetic License

Draft number: 2024-8715

Manufacturer Information

Manufacturer Name Arabic: مؤسسة ايراق التجارية
Manufacturer Name English: Aziz ALL IN One Account one and only
Manufacturing Final License No. *

BACK CONTINUE SAVE AND CONTINUE LATER CANCEL

After completing the data form and reaching the "Commitments" page, you must approve the commitment and then click "Submit."

Commitments

- 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.

☐ I agree on the declaration terms and conditions

BACK SUBMIT SAVE AND CONTINUE LATER CANCEL

You will receive the application number after submitting your request.

Licensing | Cosmetic License

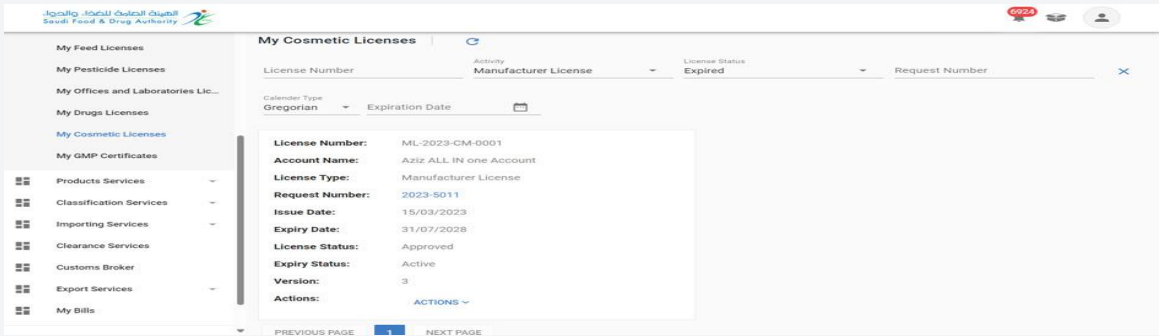
Your request has been sent for processing

Request Number: 2024-8715

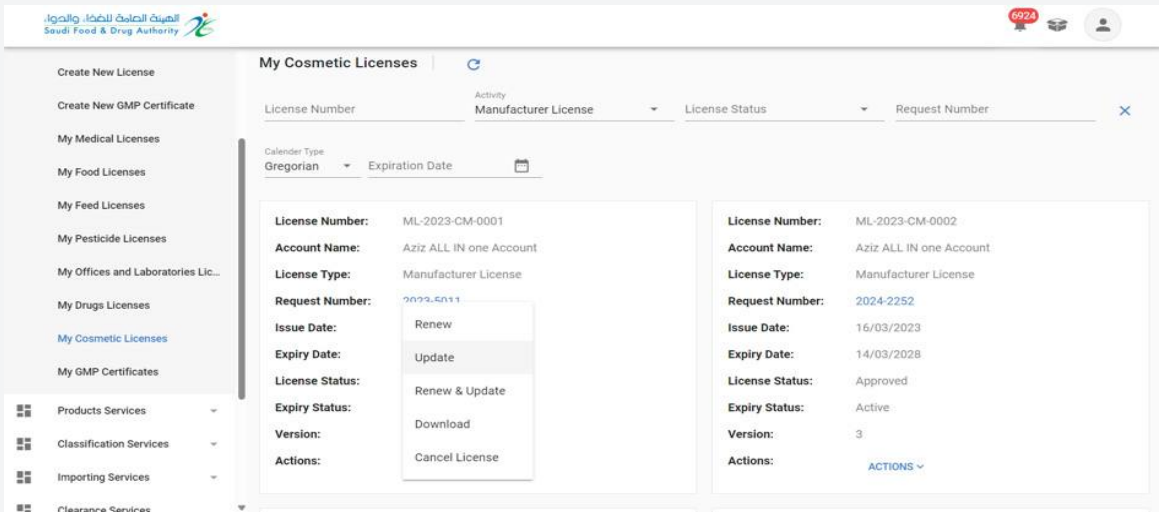
[Account Dashboard | My Requests](#)

5.4.4 Renewal Application for Cosmetic Manufacturing License

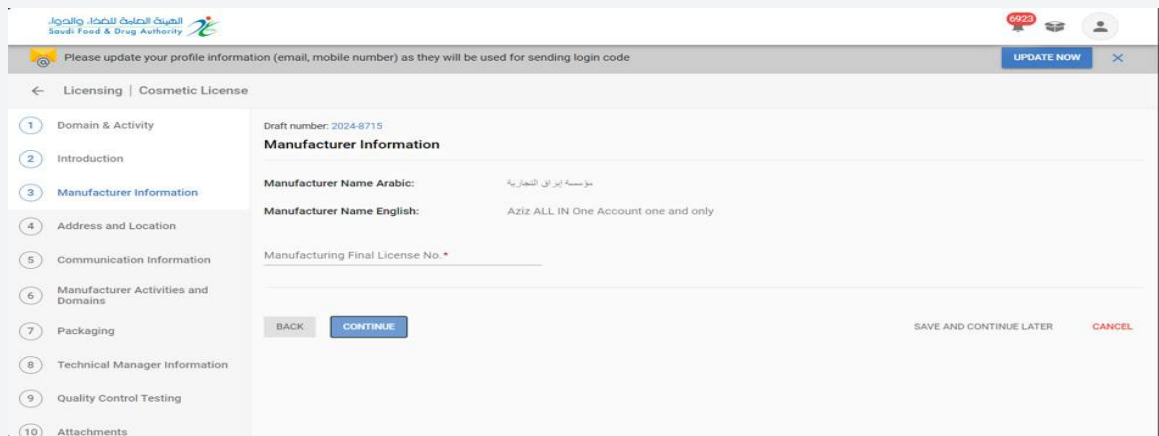
To submit a renewal application to the Saudi Food and Drug Authority for a cosmetic manufacturing license, you need to select "Licensing Services" and then click on "Cosmetic Product Licenses." This will display the licenses you have obtained. You can submit the application before the current license expires within a period of 60 days, or if the license has expired, you can obtain it using search engines.



When submitting a renewal application for the license, click on "Procedures" and select "Renewal."



Submitting a license renewal request involves reviewing the license without allowing data modification, as it is for reading only. Click "Continue" until you reach the final section, "Commitments."



After completing the data form and reaching the "Commitments" page, you must approve the commitment and then click "Submit."

You will receive an application number after submitting your request.

5.4.5 Submission of License Cancellation for Cosmetic Manufacturing License

To submit a license cancellation request to the Saudi Food and Drug Authority for a cosmetic manufacturing license, you need to select "Licensing Services" and then click on "Cosmetic Product Licenses." This will display the licenses you have obtained, and you can obtain the license using search engines

My Feed Licenses

My Pesticide Licenses

My Offices and Laboratories Lic...

My Drugs Licenses

My Cosmetic Licenses

My GMP Certificates

Products Services

Classification Services

Importing Services

Clearance Services

Customs Broker

Export Services

My Bills

My Cosmetic Licenses

License Number Activity License Status Request Number

Calendar Type Expiration Date

Gregorian

License Number: ML-2023-CM-0001

Account Name: Aziz ALL IN one Account

License Type: Manufacturer License

Request Number: 2023-5011

Issue Date: 15/03/2023

Expiry Date: 31/07/2028

License Status: Approved

Expiry Status: Active

Version: 3

Actions: ACTIONS

PREVIOUS PAGE 1 NEXT PAGE

When submitting a license cancellation request, you need to access the license details. Click on "Procedures" and select "License Cancellation."

Fill out the "Reason for License Cancellation" field and click "Continue" until you reach the final section "Confirmation and Submission."

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Licensing | Cancel License

1 Cancellation Reason

2 Comments & Attachments

3 Confirm and Submit

Cancellation Reason

Cancellation Reason*

Official letter for cancellation*

Attach the supporting document

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

CONTINUE

CANCEL

After completing the data form and reaching the "Confirmation and Submission" page, you must approve the commitment and then click "Submit."

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الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

2

Introduction

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Manufacturer Information

4

Address and Location

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Communication Information

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Manufacturer Activities and Domains

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Packaging

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Technical Manager Information

9

Quality Control Testing

10

Attachments

11

Payment Information

12

Comments & Attachments

Commitments

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.

☐ I agree on the declaration terms and conditions

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive an application number after submitting your request.

5.4.6 License Download for Cosmetic Manufacturing License

You can view the license by clicking on "Procedures" and selecting "Download."

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الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

My Feed Licenses

My Pesticide Licenses

My Offices and Laboratories Lic...

My Drugs Licenses

My Cosmetic Licenses

My GMP Certificates

Products Services

Classification Services

Importing Services

Clearance Services

Customs Broker

My Cosmetic Licenses

Activity

License Number

Manufacturer License

License Status

Expired

Request Number

X

Calendar Type

Gregorian

Expiration Date

License Number:

ML-2023-CM-0001

Account Name:

Aziz ALL IN one Account

License Type:

Manufacturer License

Request Number:

٩٨٧٩.٤٨١١

Issue Date:

Renew

Expiry Date:

Update

License Status:

Renew & Update

Expiry Status:

Download

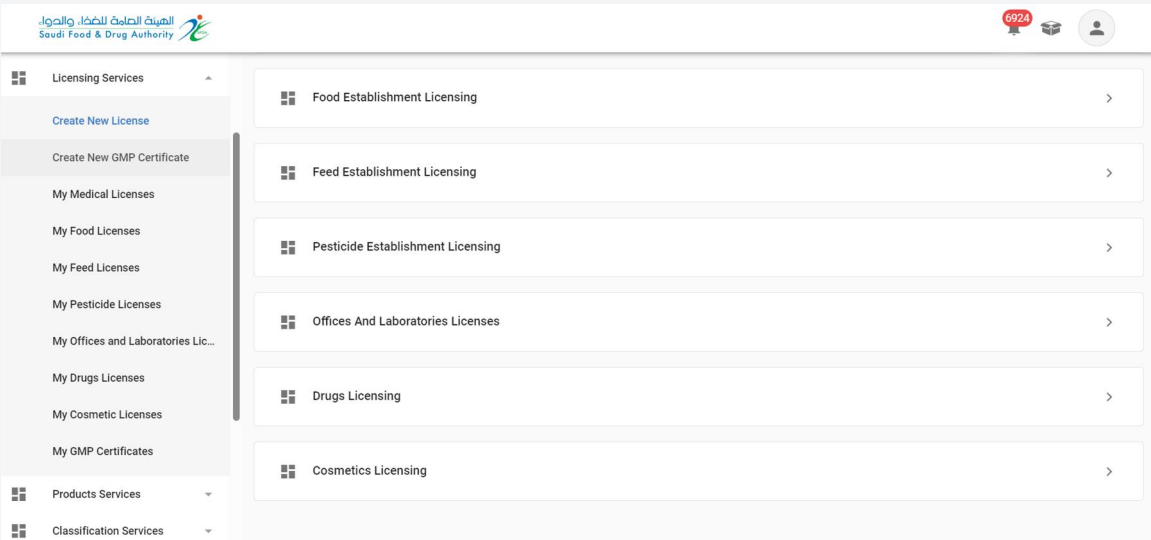
Version:

5.5 Cosmetic Warehouse License

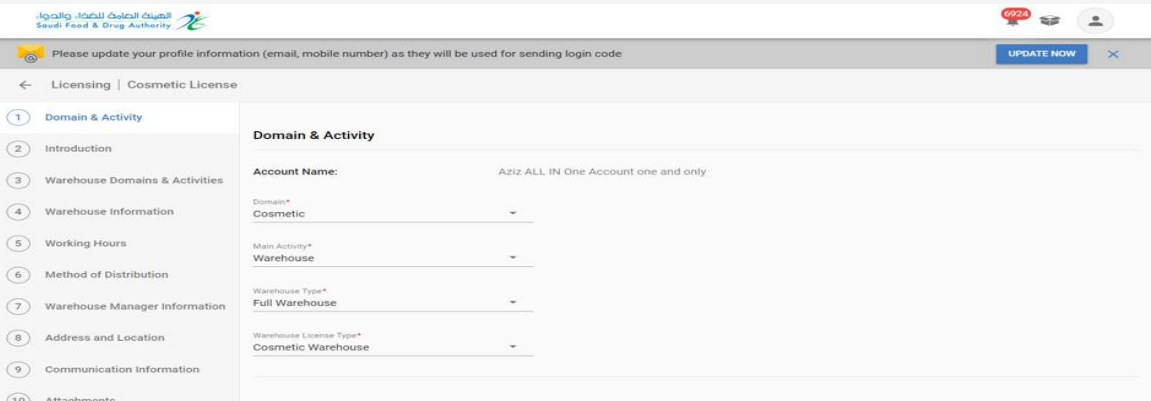
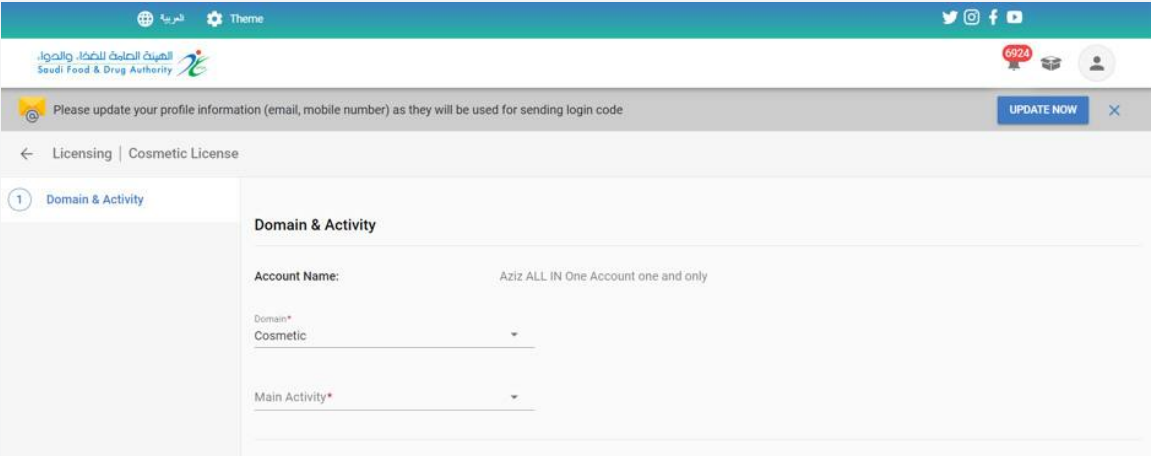
5.5.1 New Application for Cosmetic Warehouse License

To submit a new application to the Saudi Food and Drug Authority for a cosmetic warehouse license (where the scope includes cosmetics), follow these steps:

1. Select "Licensing Services.
2. Choose "Create New License.
3. Select "Warehouse License.



When selecting "Cosmetic Facilities License," a page will appear for submitting the application. You will be prompted to choose the activity "Warehouse," the type of warehouse "Full Warehouse," and the type of warehouse license "Cosmetic Product Warehouse."



Then proceed to fill out the required information in the application submission form and click "Continue" until you reach the final section, "Commitments."

The screenshot shows the Saudi Food & Drug Authority (SFDA) application form for a Cosmetic License. The form is titled "Licensing | Cosmetic License" and displays a draft number of 2024-8718. The "Introduction" section is active, showing text about the SFDA system and the requirement for drug and cosmetic warehouses to register. The form includes a sidebar with steps 1 through 9, and buttons for "BACK", "CONTINUE", "SAVE AND CONTINUE LATER", and "CANCEL".

You can save the application for later by clicking "Save for Later." Once the application is completed, you can access it on the "My Requests" page, and the application status will be "Incomplete Request" under the "Update Request" action.

This screenshot is identical to the one above, showing the same application form. The "SAVE AND CONTINUE LATER" button is highlighted with a red rectangular box, indicating the option to save the application for later use.

After completing the data form and reaching the "Commitments" page, you must approve the commitment and then click "Submit."

2

Introduction

3

Warehouse Domains & Activities

4

Warehouse Information

5

Working Hours

6

Method of Distribution

7

Warehouse Manager Information

8

Address and Location

9

Communication Information

10

Attachments

11

Payment Information

12

Comments & Attachments

Commitments

I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty

I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.

I undertake to modify the information of the facility in case of any change.

I undertake to inform the Authority in the event of cancellation or expiration of the license

I have read the the drug establishments and Cosmetic products systems (published on the SFDA website) and I pledge to abide by what is stated in it and any circulars issued by the SFDA.

I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee

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 agree on the declaration terms and conditions

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive an application number after submitting your request.

العربية

Theme

6924

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الهيئة العامة للغذاء والدواء

Saudi Food & Drug Authority

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Licensing | Cosmetic License

1

Domain & Activity

2

Introduction

3

Warehouse Domains & Activities

4

Warehouse Information

5

Working Hours

6

Method of Distribution

7

Warehouse Manager Information

8

Address and Location

9

Communication Information

Your request has been sent for processing

Request Number: 2024-8718

[Account Dashboard | My Requests](#)

5.5.2 Application for Update of Cosmetic Warehouse License

To submit an update request to the Saudi Food and Drug Authority for a cosmetic warehouse license, select "Licensing Services" and then click on "Cosmetic Product Licenses." This will display the obtained licenses, those approved, and you can obtain the license using search engines.

The screenshot shows the 'My Cosmetic Licenses' page in the Ghad System. The left sidebar contains a menu with 'Licensing Services' expanded, showing options like 'Create New License', 'Create New GMP Certificate', 'My Medical Licenses', 'My Food Licenses', 'My Feed Licenses', 'My Pesticide Licenses', 'My Offices and Laboratories Lic...', 'My Drugs Licenses', 'My Cosmetic Licenses' (selected), and 'My GMP Certificates'. Below this are 'Products Services', 'Classification Services', and 'Importing Services'. The main content area is titled 'My Cosmetic Licenses' and features a table with columns for 'License Number', 'Activity' (set to 'Manufacturer License'), 'License Status', and 'Request Number'. Below the table, there are two license cards. The first card for license ML-2023-CM-0001 shows details: Account Name (Aziz ALL IN one Account), License Type (Manufacturer License), Request Number (2023-5011), Issue Date (15/03/2023), Expiry Date (31/07/2028), License Status (Approved), Expiry Status (Active), and Version (3). The second card for license ML-2023-CM-0002 shows similar details with an Issue Date of 16/03/2023 and Expiry Date of 14/03/2028. Both cards have an 'Actions' button at the bottom.

When submitting an update request for the license information, click on "Procedures" and select "Update."

This screenshot shows the same 'My Cosmetic Licenses' page, but with the 'Actions' dropdown menu open for the first license (ML-2023-CM-0001). The dropdown menu displays five options: 'Renew', 'Update', 'Renew & Update', 'Download', and 'Cancel License'. The 'Update' option is highlighted. The rest of the page, including the sidebar and the second license card, remains the same as in the previous screenshot.

Update the required information and click "Continue" until you reach the final section, "Confirmation and Submission."

The screenshot shows the 'Introduction' page of a 'Cosmetic License' application. The page has a sidebar with steps 1 through 9. The main content area displays a 'Draft number: 22244718' and an 'Introduction' section with text about the SFDA system. At the bottom right, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER' (highlighted with a red box), along with a 'CANCEL' link.

After completing the data form and reaching the "Acknowledgment and Commitment" page, you must approve the commitment and then click "Submit."

The screenshot shows the 'Commitments' page of the 'Cosmetic License' application. The page has a sidebar with steps 2 through 12. The main content area lists several commitments, including promises to fill out statements, comply with regulations, and abide by terms. At the bottom, there is a checkbox labeled 'I agree on the declaration terms and conditions' and a 'SUBMIT' button (highlighted with a blue box). Other buttons include 'BACK', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

You will receive an application number after submitting your request.

Theme

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Licensing | Cosmetic License

1 Domain & Activity

2 Introduction

3 Warehouse Domains & Activities

4 Warehouse Information

5 Working Hours

6 Method of Distribution

7 Warehouse Manager Information

8 Address and Location

9 Communication Information

Your request has been sent for processing

Request Number: 2024-8718

[Account Dashboard | My Requests](#)

5.5.3 Renewal and Update Application for Cosmetic Warehouse License

To submit a renewal and update request to the Saudi Food and Drug Authority for a cosmetic warehouse license, select "Licensing Services" and then click on "Cosmetic Product Licenses." This will display the licenses you have obtained, and you can submit the application before the current license expires within a period of 60 days. Alternatively, if the license status is "Expired," you can obtain the license using search engines.

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Saudi Food & Drug Authority

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Licensing Services

My Cosmetic Licenses

Create New License

Create New GMP Certificate

My Medical Licenses

My Food Licenses

My Feed Licenses

My Pesticide Licenses

My Offices and Laboratories Lic...

My Drugs Licenses

My Cosmetic Licenses

My GMP Certificates

Products Services

Classification Services

Importing Services

Activity

License Number

Manufacturer License

License Status

Request Number

Calendar Type

Gregorian

Expiration Date

License Number: ML-2023-CM-0001

Account Name: Aziz ALL IN one Account

License Type: Manufacturer License

Request Number: 2023-5011

Issue Date: 15/03/2023

Expiry Date: 31/07/2028

License Status: Approved

Expiry Status: Active

Version: 3

Actions: ACTIONS

License Number: ML-2023-CM-0002

Account Name: Aziz ALL IN one Account

License Type: Manufacturer License

Request Number: 2024-2252

Issue Date: 16/03/2023

Expiry Date: 14/03/2028

License Status: Approved

Expiry Status: Active

Version: 3

Actions: ACTIONS

When submitting a renewal and update request for the license information, click on "Procedures" and select "Renewal and Update."

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Saudi Food & Drug Authority

My Cosmetic Licenses

6702

My Medical Licenses

My Food Licenses

My Feed Licenses

My Pesticide Licenses

My Offices and Laboratories Lic...

My Drugs Licenses

My Cosmetic Licenses

My GMP Certificates

License Number	Activity	License Status	Request Number
Calendar Type Expiration Date Gregorian 			

License Number: SWL-2023-CM-0011

Account Name: Netways Makes Me Happy

License Type: Renew

Request Number: Update

Issue Date: Renew & Update

Expiry Date: Related Space Warehouse Licenses

License Status: Download

Expiry Status: Cancel License

Version:

Actions:

PREVIOUS PAGE
1
NEXT PAGE

Update the required information and click "Continue" until you reach the final section, "Confirmation and Submission."



الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority






Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

← Licensing | Cosmetic License

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9 Communication Information

Draft number: 2024-8718

Introduction

According to the SFDA system issued by the Royal Decree No. (M / 6) dated 25/1/1428 H, and the provisions of Article 5 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...". And the drug establishments and Cosmetic products Executive guidelines that defined drug and cosmetic warehouses within the facilities that obtain a license from the SFDA, All drug and cosmetic warehouses must register in the system and obtain a license to engage in activity.

BACK

CONTINUE

SAVE AND CONTINUE LATER

CANCEL

After completing the data form and reaching the "Acknowledgment and Commitment" page, you must approve the commitment and then click "Submit."

Commitments

- I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty
- I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.
- I undertake to modify the information of the facility in case of any change.
- I undertake to inform the Authority in the event of cancellation or expiration of the license
- I have read the the drug establishments and Cosmetic products systems (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.
- I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee.
- 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 agree on the declaration terms and conditions

BACK SUBMIT SAVE AND CONTINUE LATER CANCEL

You will receive an application number after submitting your request.

Please update your profile information (email, mobile number) as they will be used for sending login code UPDATE NOW

← Licensing | Cosmetic License

1 Domain & Activity 2 Introduction 3 Warehouse Domains & Activities 4 Warehouse Information 5 Working Hours 6 Method of Distribution 7 Warehouse Manager Information 8 Address and Location 9 Communication Information

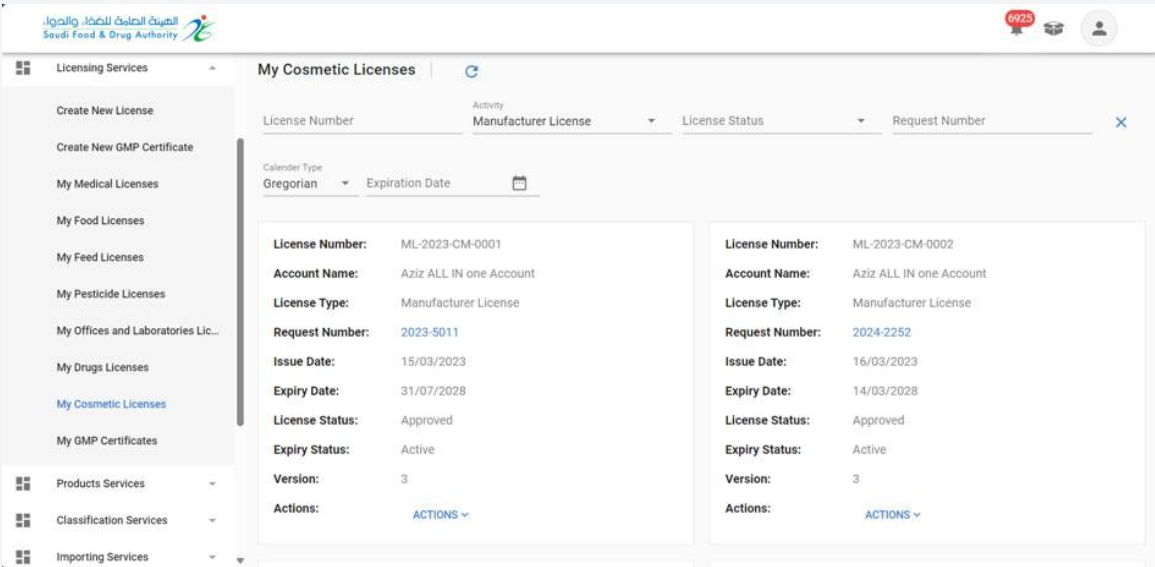
Your request has been sent for processing

Request Number: 2024-8718

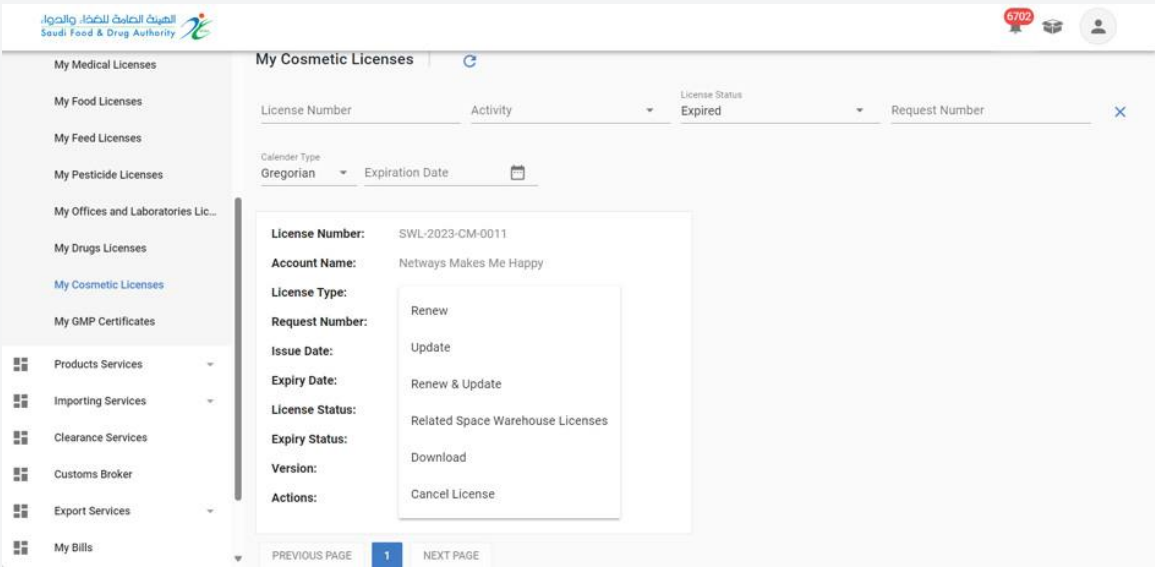
[Account Dashboard](#) | [My Requests](#)

5.5.4 Renewal Application for Cosmetic Warehouse License

To submit a renewal request to the Saudi Food and Drug Authority for a cosmetic warehouse license, select "Licensing Services." Then, click on "Cosmetic Product Licenses." This will display the licenses you have obtained, and you can submit the application before the current license expires within a period of 60 days. Alternatively, if the license status is "Expired," you can obtain the license using search engines.



When submitting a renewal application for the license, click on "Procedures" and select "Renewal."



When applying for a license renewal, you'll review the license without the ability to modify the data, as it will be read-only. Click "Continue" until you reach the final section, "Commitments."

Theme

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Licensing | Cosmetic License

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Draft number: 2024-8718

Introduction

According to the SFDA system issued by the Royal Decree No. (M / 6) dated 25/1/1428 H, and the provisions of Article 5 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..". And the drug establishments and Cosmetic products Executive guidelines that defined drug and cosmetic warehouses within the facilities that obtain a license from the SFDA, All drug and cosmetic warehouses must register in the system and obtain a license to engage in activity.

BACKCONTINUE

SAVE AND CONTINUE LATERCANCEL

After completing the data form and reaching the "Commitments" page, you must approve the commitment and then click "Submit."

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Licensing | Cosmetic License

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6 Method of Distribution

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8 Address and Location

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10 Attachments

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Commitments

- I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty
- I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.
- I undertake to modify the information of the facility in case of any change.
- I undertake to inform the Authority in the event of cancellation or expiration of the license
- I have read the the drug establishments and Cosmetic products systems (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.
- I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee
- 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 agree on the declaration terms and conditions

BACKSUBMIT

SAVE AND CONTINUE LATERCANCEL

You will receive an application number after submitting your request.

Theme

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Licensing | Cosmetic License

1 Domain & Activity

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4 Warehouse Information

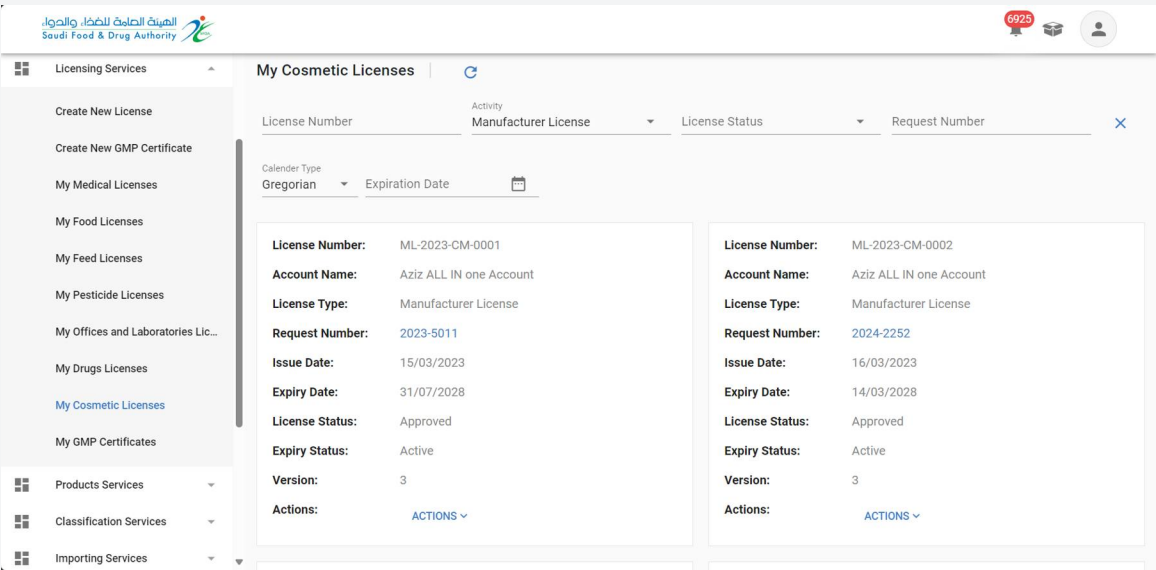
Your request has been sent for processing

Request Number: 2024-8718

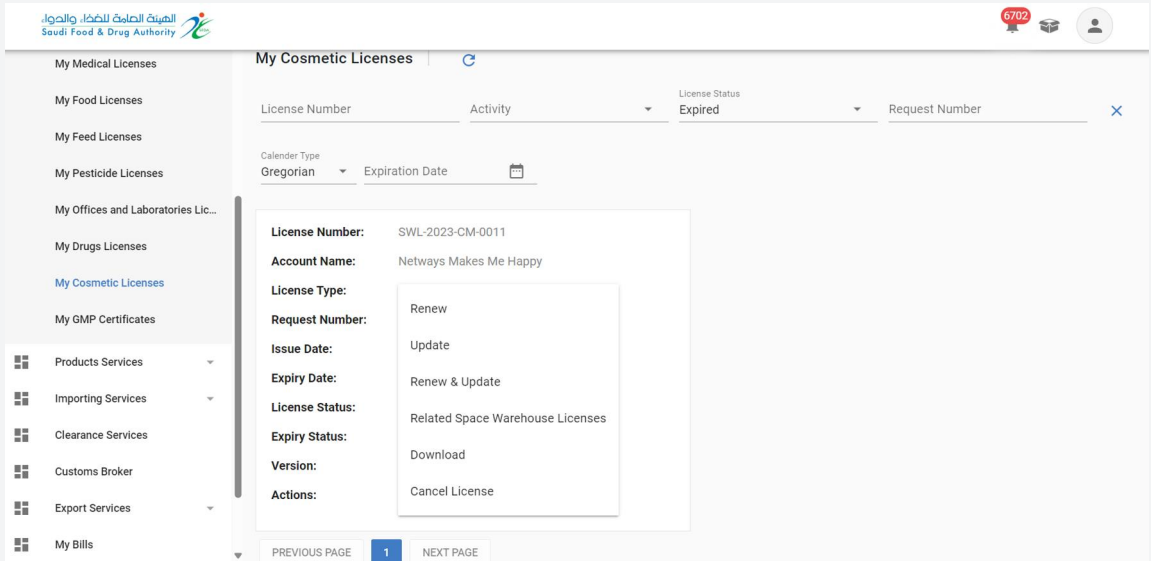
Account Dashboard | My Requests

5.5.5 License Cancellation Application for Cosmetic Warehouse License

To submit a license cancellation request to the Saudi Food and Drug Authority for a cosmetic warehouse license, select "Licensing Services." Then, click on "Cosmetic Product Licenses." This will display the licenses you have obtained, and you can obtain the license using search engines.



When submitting a license cancellation request, access the license details. Click on "Procedures" and select "License Cancellation."



Fill out the "Reason for License Cancellation" and click "Continue" until you reach the final section "Confirmation and Submission."

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

←

Licensing | Cancel License

1

Cancellation Reason

2

Comments & Attachments

3

Confirm and Submit

Cancellation Reason

Cancellation Reason*

Official letter for cancellation*

Attach the supporting document

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

CONTINUE

CANCEL

After completing the data form and reaching the "Confirmation and Submission" page, you must approve the commitment and then click "Submit."

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Saudi Food & Drug Authority

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Address and Location

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Communication Information

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Attachments

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Payment Information

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Comments & Attachments

Commitments

• I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty

• I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.

• I undertake to modify the information of the facility in case of any change.

• I undertake to inform the Authority in the event of cancellation or expiration of the license

• I have read the the drug establishments and Cosmetic products systems (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.

• I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee

• 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 agree on the declaration terms and conditions

BACK

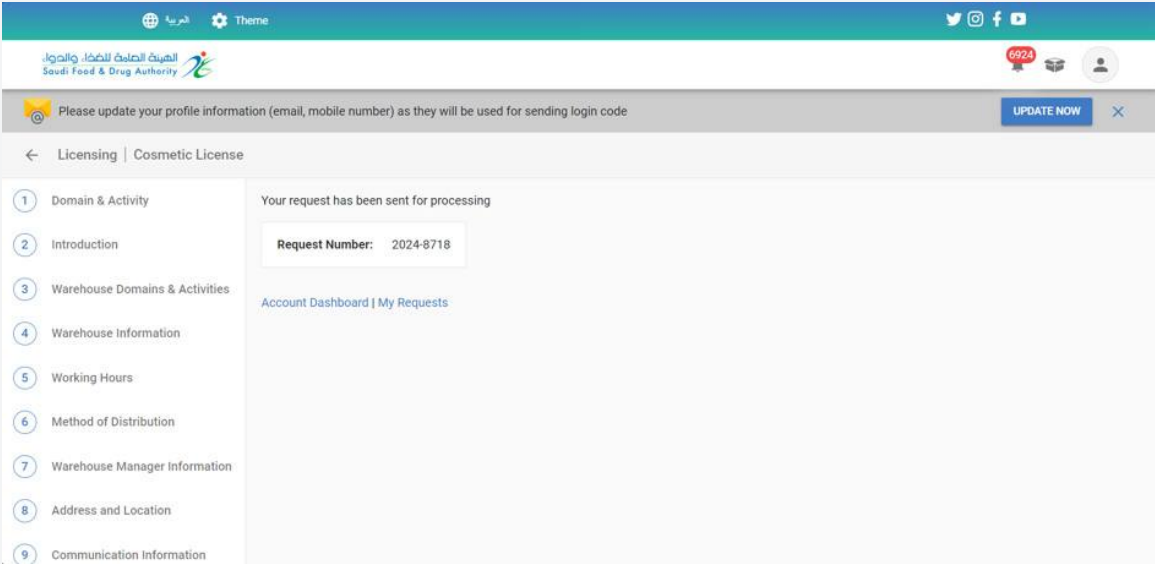
SUBMIT

SAVE AND CONTINUE LATER

CANCEL

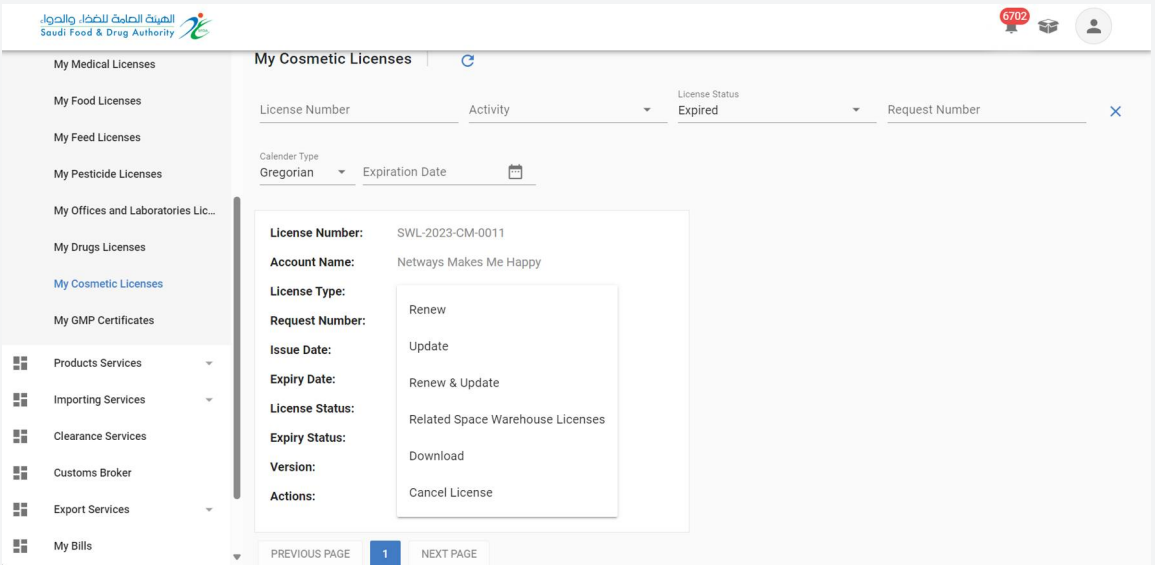
You will receive an application number after submitting your request.

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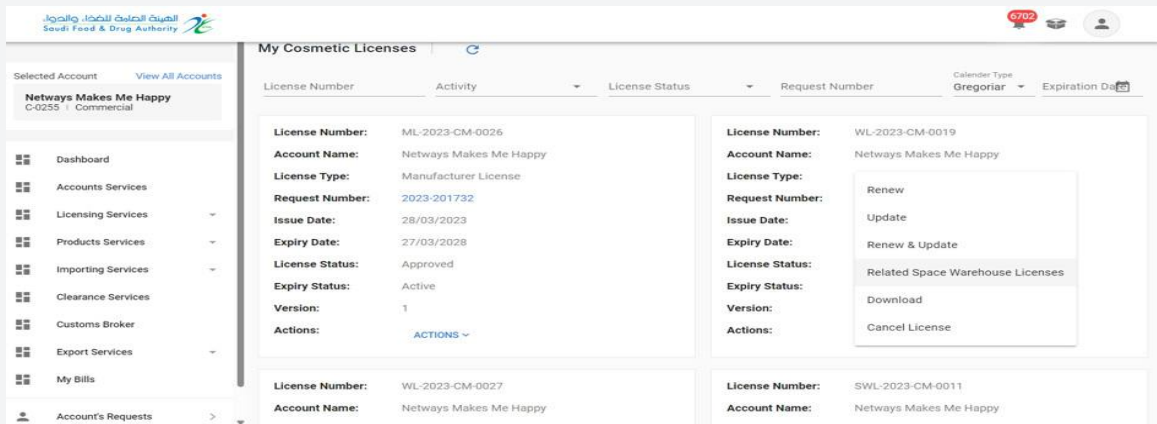
5.5.6 License Download for Cosmetic Warehouse License

You can view the license by clicking on "Procedures" and selecting "Download."



5.5.7 Licenses for Tenants of Cosmetic Warehouse Space

You can view licenses for tenants renting space from a full warehouse by selecting "Tenant Space Licenses."

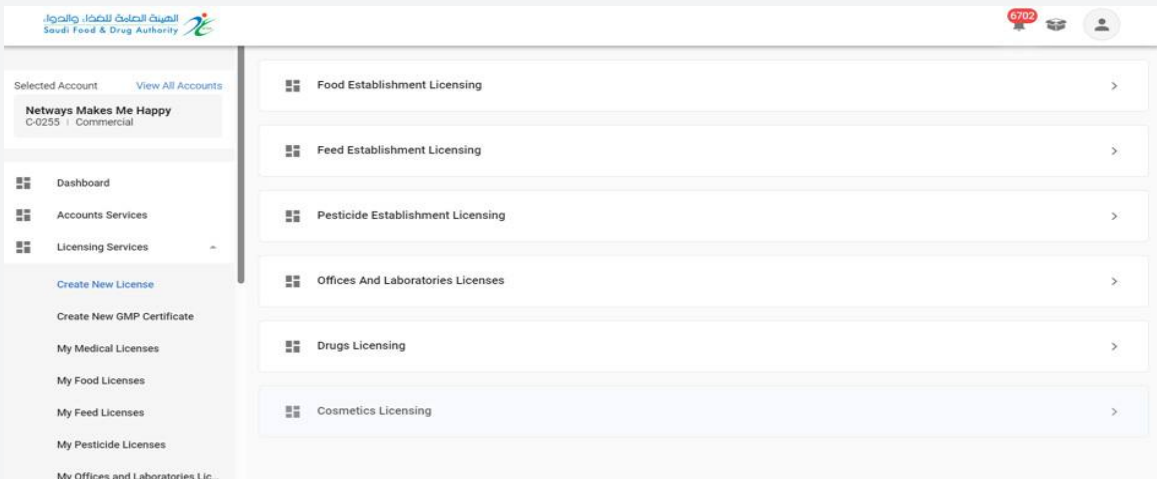


5.6 Cosmetic and Pharmaceutical Warehouse License

5.6.1 New Application for Cosmetic and Pharmaceutical Warehouse License

To submit a new application to the Saudi Food and Drug Authority for a cosmetic and pharmaceutical warehouse license (which must include the cosmetic field), follow these steps:

1. Select Licensing Services.
2. Choose Create New License.
3. Select Cosmetic Facility License.



When selecting "Cosmetic Facility License," a page will appear for submitting the application. You will be prompted to choose the activity "Warehouse," the type of warehouse "Full Warehouse," and the type of warehouse license "Cosmetic and Pharmaceutical Product Warehouse."

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

X

←

Licensing | Cosmetic License

1

Domain & Activity

Domain & Activity

Account Name: Aziz ALL IN One Account one and only

Domain*
Cosmetic

Main Activity*

CANCEL

الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

X

←

Licensing | Cosmetic License

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Attachments

Domain & Activity

Account Name: Aziz ALL IN One Account one and only

Domain*
Cosmetic

Main Activity*
Warehouse

Warehouse Type*
Full Warehouse

Warehouse License Type*
Cosmetic and Drugs Warehouse

CONTINUE

CANCEL

Then begin filling out the required information in the application submission form and click "Continue" until you reach the final section, "Commitments."

الهيئة العامة للغذاء والدواء
Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

X

←

Licensing | Cosmetic License

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Warehouse Manager Information

Draft number: 2024-8720

Introduction

According to the SFDA system issued by the Royal Decree No. (M / 6) dated 25/1/1428 H, and the provisions of Article 5 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. -". And the drug establishments and Cosmetic products Executive guidelines that defined drug and cosmetic warehouses within the facilities that obtain a license from the SFDA, All drug and cosmetic warehouses must register in the system and obtain a license to engage in activity.

BACK

CONTINUE

SAVE AND CONTINUE LATER

CANCEL

You can save the order for later to fill in the details by clicking "Save for Later". Once the order is completed, you can access it on the "My Orders" page, and the order status will be "Incomplete Order" when you click on the "Update Order" action.

The screenshot shows the 'Warehouse Domains & Activities' form. The left sidebar contains a list of steps from 1 to 12, with step 3 'Warehouse Domains & Activities' highlighted. The main content area is titled 'Draft number: 2024-8720' and 'Warehouse Domains & Activities'. It contains two sections: 'Warehouse Domains*' and 'Warehouse Activities*'. Each section has a list of checkboxes for selection. At the bottom right, there is a red-bordered button labeled 'SAVE AND CONTINUE LATER' and a 'CANCEL' button. Other buttons at the bottom include 'BACK' and 'CONTINUE'.

Warehouse Domains*	
☐ Cosmetics	☐ Health & Herbal Products
☐ Human Drugs	☐ Medicated Feed Additives
☐ Veterinary Drugs	☐ Veterinary Insecticides

Warehouse Activities*	
☐ Import	☐ Storage for others
☐ Wholesale	☐ Wholesale Distribution

After completing the data form and reaching the "Commitments" page, you must approve the commitment and then click "Submit".

The screenshot shows the 'Commitments' form. The left sidebar contains a list of steps from 1 to 12, with step 3 'Warehouse Domains & Activities' highlighted. The main content area is titled 'Draft number: 2024-8720' and 'Commitments'. It contains a list of commitment statements, each preceded by a bullet point. At the bottom, there is a checkbox labeled 'I agree on the declaration terms and conditions'. At the bottom right, there is a red-bordered button labeled 'SAVE AND CONTINUE LATER' and a 'CANCEL' button. Other buttons at the bottom include 'BACK' and 'SUBMIT'.

- I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty
- I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.
- I undertake to modify the information of the facility in case of any change.
- I undertake to inform the Authority in the event of cancellation or expiration of the license
- I have read the the drug establishments and Cosmetic products systems (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.
- I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee
- 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 agree on the declaration terms and conditions

You will receive an order number after submitting your request.

5.6.2 Submitting License Renewal for Cosmetics and Pharmaceuticals Warehouse

To submit a request for renewal to the Saudi Food and Drug Authority for a cosmetics and pharmaceuticals warehouse license, select "Licensing Services". Click on "Cosmetics Licensing", where you will see the licenses obtained and approved. You can obtain the license using the search engines.

The screenshot displays the 'My Cosmetic Licenses' section of the SFDA portal. The left sidebar contains a menu with options like 'Dashboard', 'Accounts Services', 'Licensing Services', and 'Products Services'. Under 'Licensing Services', there are links for 'Create New License', 'Create New GMP Certificate', and various license categories including 'My Cosmetic Licenses'. The main content area shows a table of licenses. The first license (WL-2023-CM-0001) is a 'Full Warehouse License' for 'Bakhit ALL IN one Account', issued on 15/03/2023, with an expiry date of 14/03/2028. Its status is 'Approved' and 'Expired'. The second license (WL-2023-CM-0002) is also a 'Full Warehouse License' for the same account, issued on 15/03/2023, with an expiry date of 14/03/2028. Its status is 'Approved' and 'Active'. Both licenses have a version of 1 and an 'ACTIONS' dropdown menu.

Submitting a request to update license information involves clicking on "Actions" and selecting "Update".

This screenshot shows the 'Actions' dropdown menu for the license WL-2023-CM-0002. The menu options are: 'Renew', 'Update', 'Renew & Update', 'Related Space Warehouse Licenses', 'Download', and 'Cancel License'. The 'Update' option is highlighted, indicating the next step in the process.

Update the required information and click on "Continue" until you reach the final section "Confirmation and Submission".

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8 Method of Distribution

9 Warehouse Manager Information

10 Address and Location

11 Communication Information

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Warehouse Domains & Activities

Warehouse Domains*

☐ Cosmetics

☐ Human Drugs

☐ Veterinary Drugs

☐ Health & Herbal Products

☐ Medicated Feed Additives

☐ Veterinary Insecticides

Warehouse Activities*

☐ Import

☐ Wholesale

☐ Storage for others

☐ Wholesale Distribution

BACK

CONTINUE

SAVE AND CONTINUE LATER

CANCEL

After completing the data form and reaching the "Commitments" page, you must approve the commitment and then click "Submit".

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Commitments

I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty

I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.

I undertake to modify the information of the facility in case of any change.

I undertake to inform the Authority in the event of cancellation or expiration of the license

I have read the the drug establishments and Cosmetic products systems (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.

I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee

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 agree on the declaration terms and conditions

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive an order number after submitting your request.

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Your request has been sent for processing

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[Account Dashboard | My Requests](#)

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5.6.3 Renewal and Update Submission for Cosmetics and Pharmaceuticals Warehouse License

To submit a renewal request to the Saudi Food and Drug Authority for a cosmetics and pharmaceuticals warehouse license, choose "Licensing Services". Click on "Cosmetics Licensing", where you will see the licenses obtained. You can submit the request before the expiration of the current license within a period of 60 days, or if the license status is "Expired". You can obtain the license using the search engines.

The screenshot shows the Saudi Food & Drug Authority (SFDA) portal. The sidebar on the left lists various services, with 'Licensing Services' and 'Cosmetic Licenses' highlighted. The main content area displays a table of licenses. The 'Actions' dropdown menu is open, showing options like 'Renew', 'Update', 'Renew & Update', 'Related Space Warehouse Licenses', 'Download', and 'Cancel License'.

License Number	Account Name	License Type	Request Number	Issue Date	Expiry Date	License Status	Expiry Status	Version	Actions
WL-2023-CM-0001	Bakhit ALL IN one Account	Full Warehouse License	2023-1402	15/03/2023	14/03/2023	Approved	Expired	1	ACTIONS
WL-2023-CM-0002	Bakhit ALL IN one Account	Full Warehouse License	2023-1452	15/03/2023	14/03/2028	Approved	Active	1	ACTIONS
WL-2023-CM-0003									
WL-2023-CM-0004									

When submitting a request to renew and update license information, click on "Actions" and select "Renewal and Update".

The screenshot shows the Saudi Food & Drug Authority (SFDA) portal. The sidebar on the left lists various services, with 'Licensing Services' and 'Cosmetic Licenses' highlighted. The main content area displays a table of licenses. The 'Actions' dropdown menu is open, showing options like 'Renew', 'Update', 'Renew & Update', 'Related Space Warehouse Licenses', 'Download', and 'Cancel License'.

License Number	Account Name	License Type	Request Number	Issue Date	Expiry Date	License Status	Expiry Status	Version	Actions
WL-2023-CM-0001	Bakhit ALL IN one Account	Full Warehouse License	2023-1402	15/03/2023	14/03/2023	Approved	Expired	1	ACTIONS
WL-2023-CM-0002	Bakhit ALL IN one Account	Full Warehouse License	2023-1452	15/03/2023	14/03/2028	Approved	Active	1	ACTIONS
WL-2023-CM-0003									
WL-2023-CM-0004									

Update the required information and click on "Continue" until you reach the final section "Confirmation and Submission".

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Draft number: 2024-8720

Warehouse Domains & Activities

Warehouse Domains*

☐ Cosmetics

☐ Human Drugs

☐ Veterinary Drugs

☐ Health & Herbal Products

☐ Medicated Feed Additives

☐ Veterinary Insecticides

Warehouse Activities*

☐ Import

☐ Wholesale

☐ Storage for others

☐ Wholesale Distribution

BACK

CONTINUE

SAVE AND CONTINUE LATER

CANCEL

After completing the data form and reaching the "Declaration and Undertaking" page, you must approve the undertaking and then click "Submit".

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Commitments

I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty

I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.

I undertake to modify the information of the facility in case of any change.

I undertake to inform the Authority in the event of cancellation or expiration of the license

I have read the the drug establishments and Cosmetic products systems (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.

I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee

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 agree on the declaration terms and conditions

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive an order number after submitting your request.

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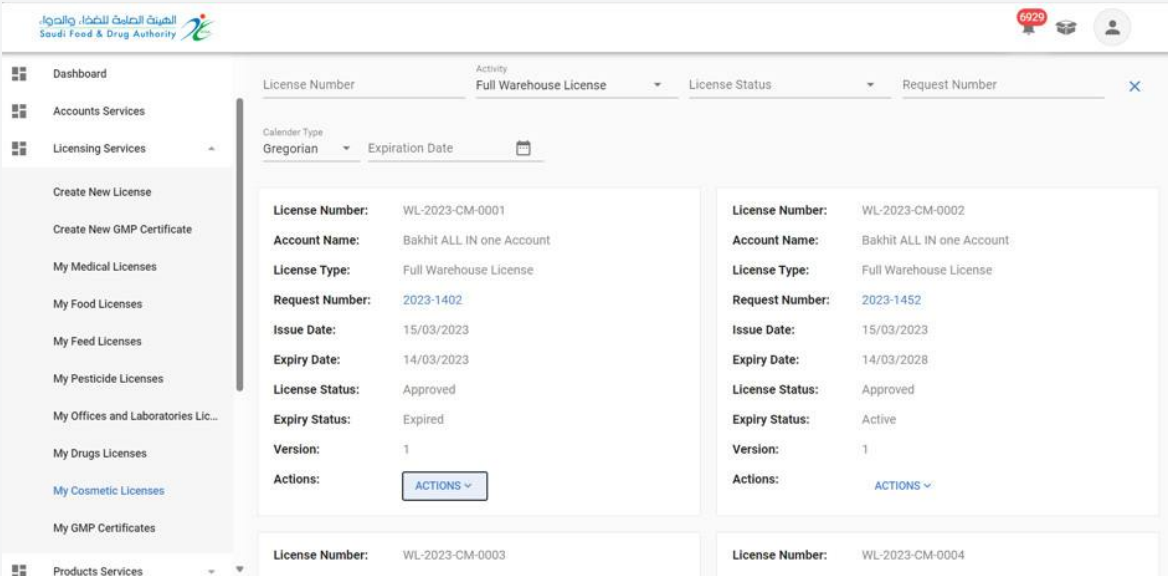
Your request has been sent for processing

Request Number: 2024-8720

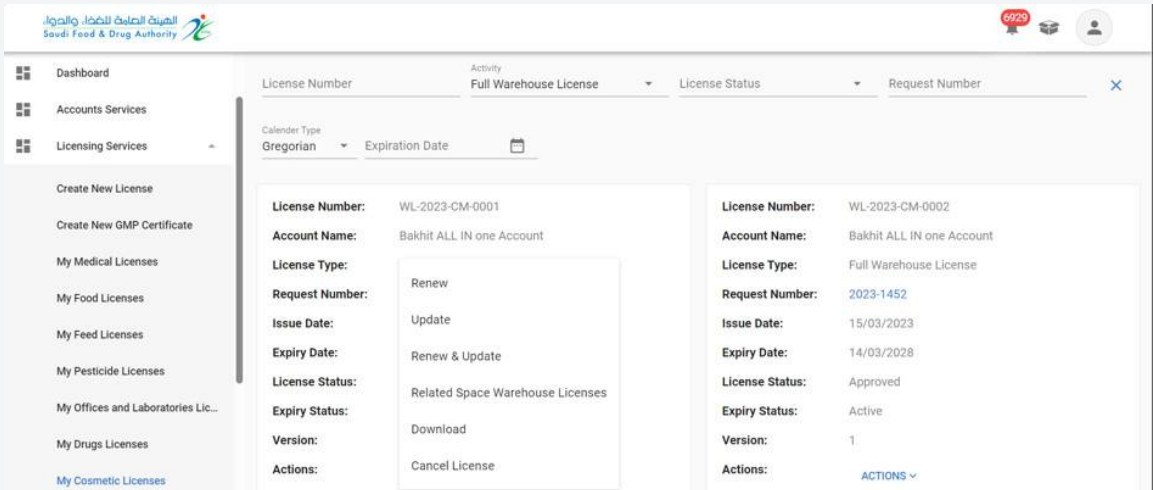
Account Dashboard | My Requests

5.6.4 License Renewal Submission for Cosmetics and Pharmaceuticals Warehouse

To submit a renewal request to the Saudi Food and Drug Authority for a cosmetics and pharmaceuticals warehouse license, choose "Licensing Services". Click on "Cosmetics Licensing", where you will see the licenses obtained. You can submit the request before the expiration of the current license within a period of 60 days, or if the license status is "Expired". You can obtain the license using the search engines.



When submitting a license renewal request, click on "Actions" and select "Renewal".



When requesting a license renewal, you will review the license without being allowed to modify the data, as it will be read-only. Then, click on "Continue" until you reach the final section, "Commitments".

The screenshot shows the 'Warehouse Domains & Activities' form. On the left is a sidebar with 12 numbered steps: 1. Domain & Activity, 2. Introduction, 3. Warehouse Domains & Activities (highlighted), 4. Warehouse Information, 5. General Information, 6. Working Hours, 7. Registered Agency, 8. Method of Distribution, 9. Warehouse Manager Information, 10. Address and Location, 11. Communication Information, and 12. Attachments. The main content area has a draft number '2024-8720' and the title 'Warehouse Domains & Activities'. It contains two sections: 'Warehouse Domains*' with checkboxes for Cosmetics, Human Drugs, Veterinary Drugs, Health & Herbal Products, Medicated Feed Additives, and Veterinary Insecticides; and 'Warehouse Activities*' with checkboxes for Import, Wholesale, Storage for others, and Wholesale Distribution. At the bottom are buttons for 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

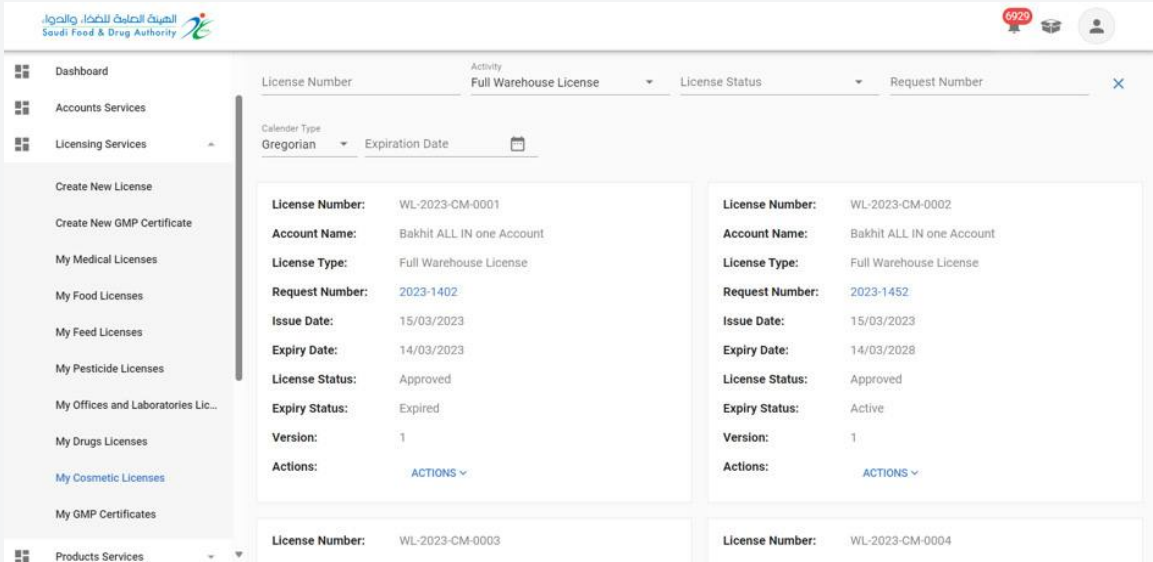
After completing the data form and reaching the "Commitments" page, you must approve the commitment and then click "Submit".

The screenshot shows the 'Commitments' form. The sidebar on the left is identical to the previous form, with step 3 'Warehouse Domains & Activities' highlighted. The main content area has the draft number '2024-8720' and the title 'Commitments'. It contains a list of commitments: 'I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty'; 'I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission'; 'I undertake to modify the information of the facility in case of any change'; 'I undertake to inform the Authority in the event of cancellation or expiration of the license'; 'I have read the the drug establishments and Cosmetic products systems (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'; 'I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee'; and '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'. Below these is a checkbox 'I agree on the declaration terms and conditions'. At the bottom are buttons for 'BACK', 'SUBMIT', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

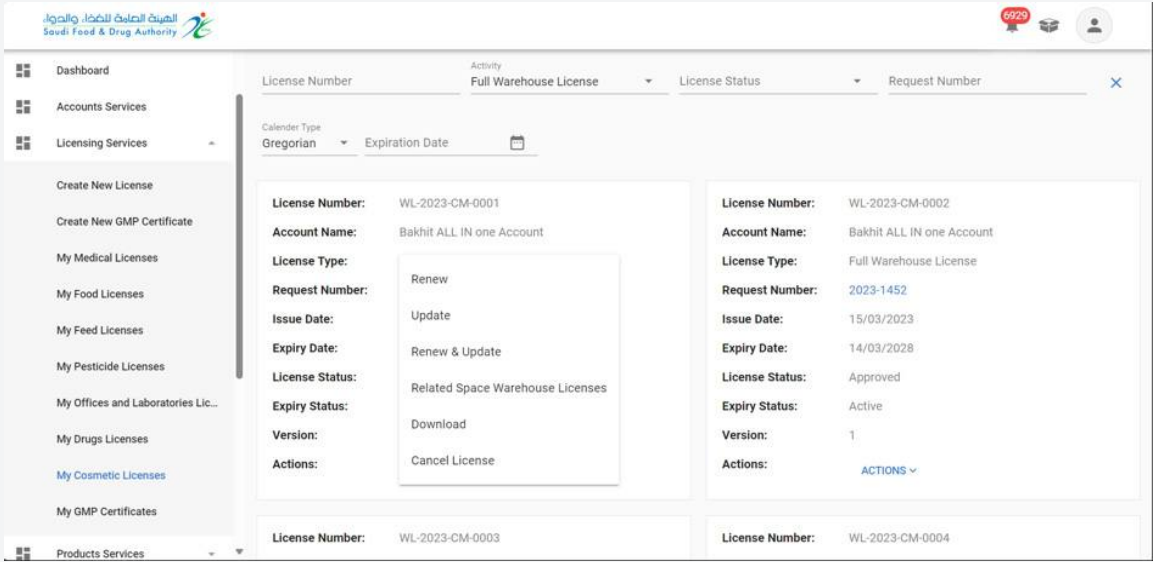
You will receive an order number after submitting your request.

5.6.5 Submitting a Cancellation Request for Cosmetics and Pharmaceuticals Warehouse License

To submit a request to cancel a license to the Saudi Food and Drug Authority for a cosmetics and pharmaceuticals warehouse, choose "Licensing Services". Click on "Cosmetics Licensing", where you will see the licenses obtained. You can obtain the license using the search engines.



When submitting a request to cancel the license, click on "Actions" and select "Cancellation of License".



Fill in the "Reason for License Cancellation" and click on "Continue" until you reach the final section, "Commitments".

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

←

Licensing | Cancel License

1

Cancellation Reason

2

Comments & Attachments

3

Confirm and Submit

Cancellation Reason

Cancellation Reason*

Official letter for cancellation*

Attach the supporting document

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

CONTINUE

CANCEL

After completing the data form and reaching the "Commitments" page, you must approve the commitment and then click "Submit".

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Warehouse Domains & Activities

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Warehouse Information

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General Information

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Working Hours

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Method of Distribution

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Warehouse Manager Information

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Address and Location

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Communication Information

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Attachments

Draft number: 2024-8720

Commitments

I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty

I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.

I undertake to modify the information of the facility in case of any change.

I undertake to inform the Authority in the event of cancellation or expiration of the license

I have read the the drug establishments and Cosmetic products systems (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.

I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee

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 agree on the declaration terms and conditions

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive an order number after submitting your request.

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Saudi Food & Drug Authority

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1

Domain & Activity

2

Introduction

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Warehouse Domains & Activities

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Warehouse Information

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General Information

Your request has been sent for processing

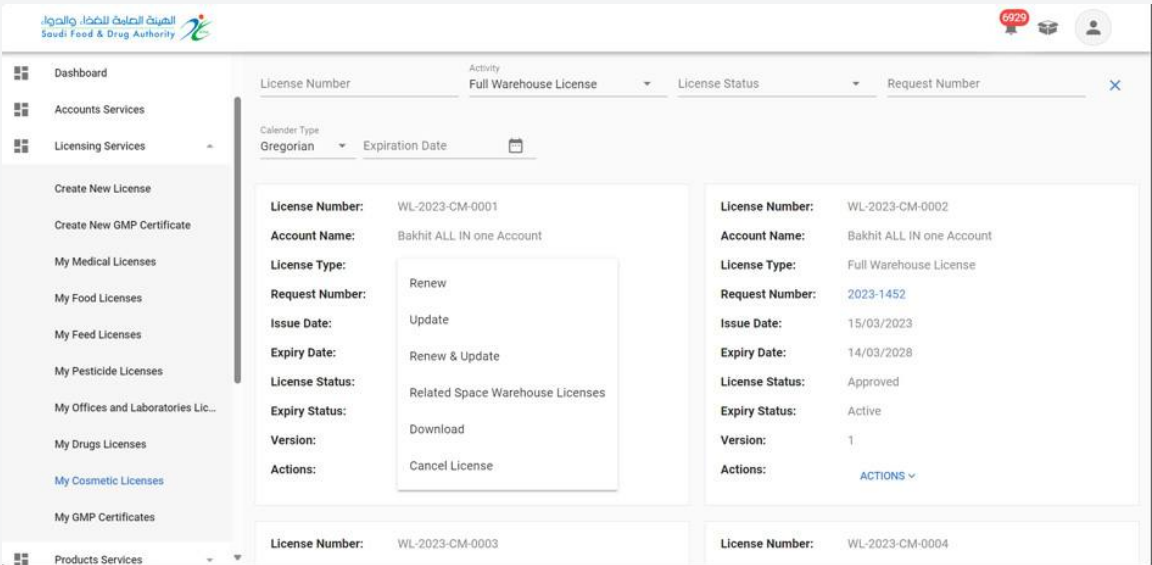
Request Number: 2024-8720

Account Dashboard | My Requests

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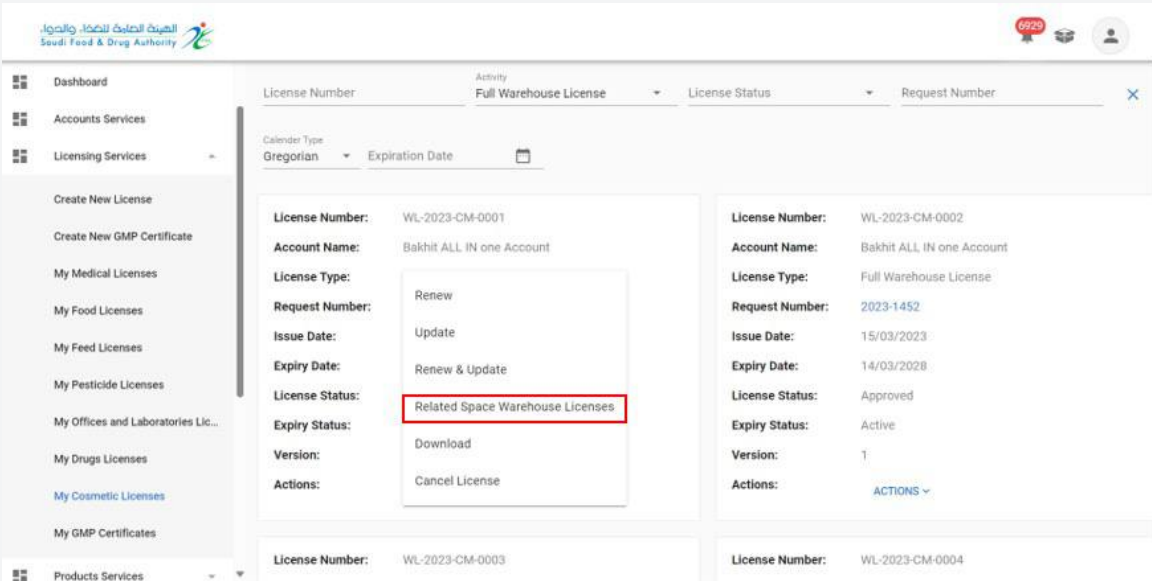
5.6.6 Download the cosmetics and pharmaceuticals warehouse license.

You can download the license by clicking on "Actions" and selecting "Download".



5.6.7 Tenant space licenses for cosmetics and pharmaceuticals warehouse.

You can view the licenses of tenants renting space in a full warehouse by selecting "Tenant Space Licenses".

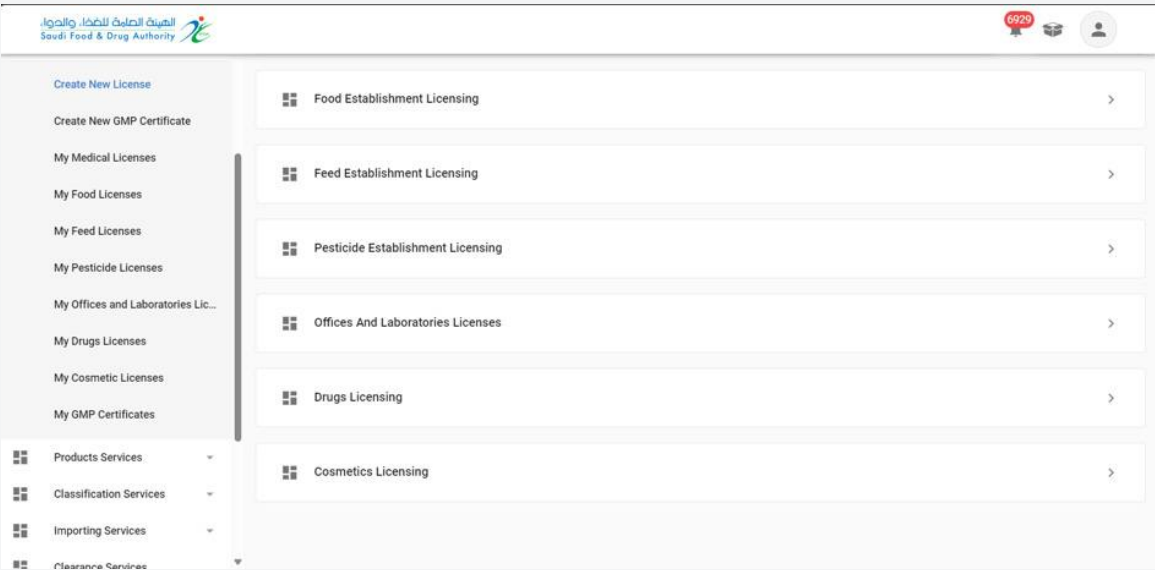


5.7 Warehouse Space License for Cosmetics

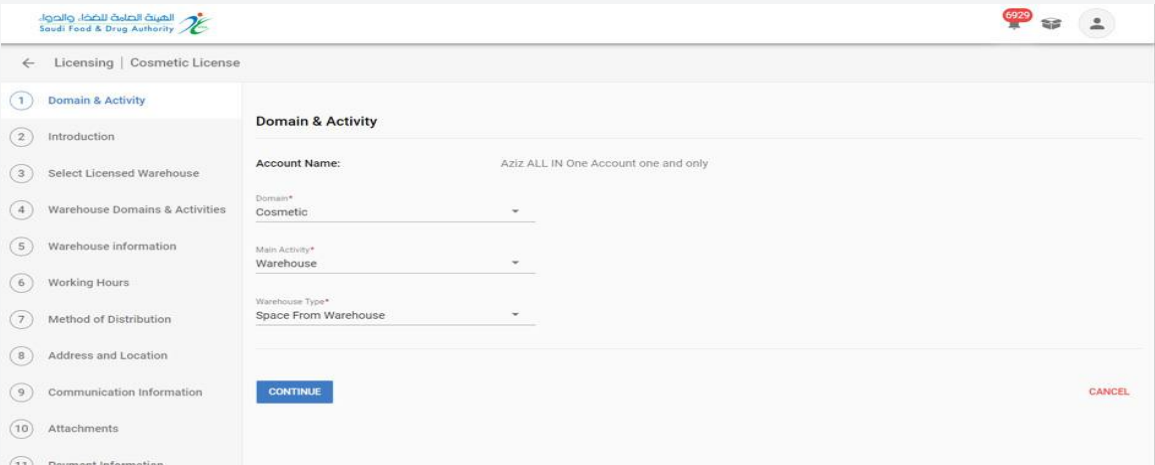
5.7.1 New Application for Cosmetics Warehouse Space License

To submit a new application to the Saudi Food and Drug Authority for a cosmetics warehouse space license (where the account must include the cosmetics field), choose:

1. Licensing Services
2. Create New License
3. Cosmetic Facilities Licensing



Choosing "Cosmetic Facilities Licensing" will display the application page where you can select the activity "Warehouse" and the type of warehouse "Third-party Storage".



Then start filling out the required information in the application submission form and click "Continue" until reaching the final section "Commitments".

The screenshot shows the 'Cosmetic License' application form. The header includes the Saudi Food & Drug Authority logo and a notification to update profile information. The form is titled 'Licensing | Cosmetic License' and displays a draft number '2024-8723'. The 'Introduction' section contains the following text: 'According to the SFDA system issued by the Royal Decree No. (M / 6) dated 25/1/1428 H, and the provisions of Article 5 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...". And the drug establishments and Cosmetic products Executive guidelines that defined drug and cosmetic warehouses within the facilities that obtain a license from the SFDA, All drug and cosmetic warehouses must register in the system and obtain a license to engage in activity.' The form has a sidebar with steps 1-9, and buttons for 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

You can save the application for later by clicking "Save for Later." Once the application is completed, you can access it on the "My Applications" page, and its status will be "Incomplete Application" when you click on "Update Application."

The screenshot shows the 'Select Licensed Warehouse' application form. The header includes the Saudi Food & Drug Authority logo and a notification to update profile information. The form is titled 'Select Licensed Warehouse' and displays a draft number '2024-8723'. The form has a sidebar with steps 1-12, and buttons for 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'. The 'Add Licensed Warehouse' section shows a search bar with the text 'Add Licensed Warehouse' and a plus icon. Below the search bar, there is a large plus icon and the text 'Please Select a Licensed Warehouse'. A note at the bottom states: '*This requires selecting a final license for the warehouse you need to store in, and this warehouse should have the activity of "storage for others".'

After completing the data entry form and reaching the "Commitments" page, you must approve the commitment and then click "Submit."

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- 1 Domain & Activity
- 2 Introduction
- 3 Select Licensed Warehouse
- 4 Warehouse Domains & Activities
- 5 Warehouse information
- 6 Working Hours
- 7 Method of Distribution
- 8 Address and Location
- 9 Communication Information
- 10 Attachments
- 11 Payment Information
- 12 Comments & Attachments

Draft number: 2024-8723

Commitments

- I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty
- I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.
- I undertake to modify the information of the facility in case of any change.
- I undertake to inform the Authority in the event of cancellation or expiration of the license
- I have read the the drug establishments and Cosmetic products systems (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.
- I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee
- 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 agree on the declaration terms and conditions

[BACK](#)
[SUBMIT](#)

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

You will receive an "Application Number" after submitting your application.

[Twitter](#)
[Instagram](#)
[Facebook](#)
[YouTube](#)

 العربية
 Theme

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Please update your profile information (email, mobile number) as they will be used for sending login code
UPDATE NOW
✕

←
Licensing | Cosmetic License

- 1 Domain & Activity
- 2 Introduction
- 3 Select Licensed Warehouse
- 4 Warehouse Domains & Activities
- 5 Warehouse information
- 6 Working Hours
- 7 Method of Distribution
- 8 Address and Location

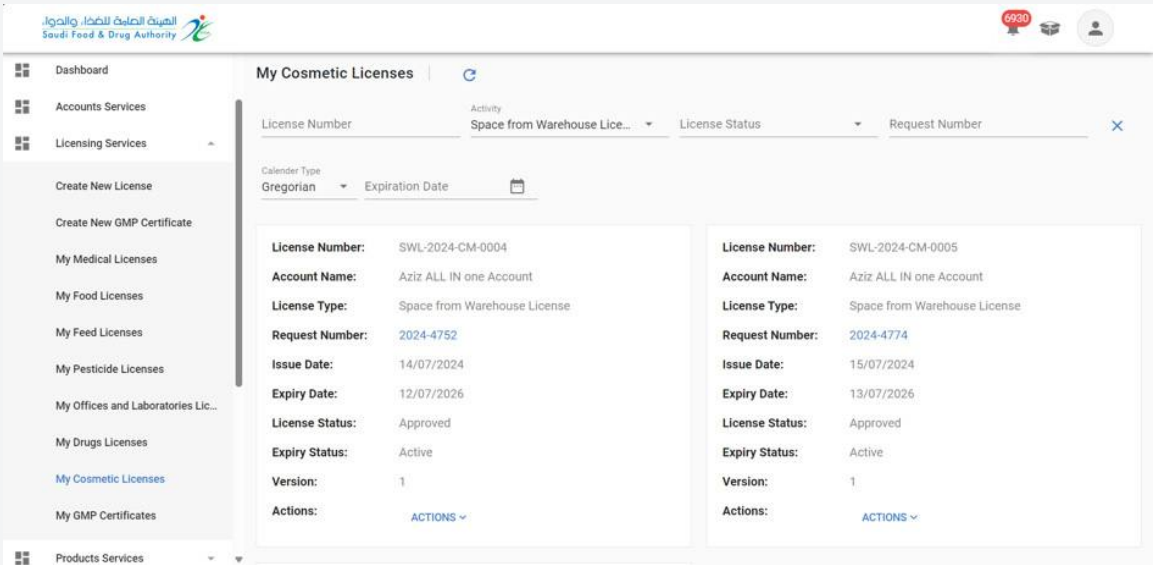
Your request has been sent for processing

Request Number: 2024-8723

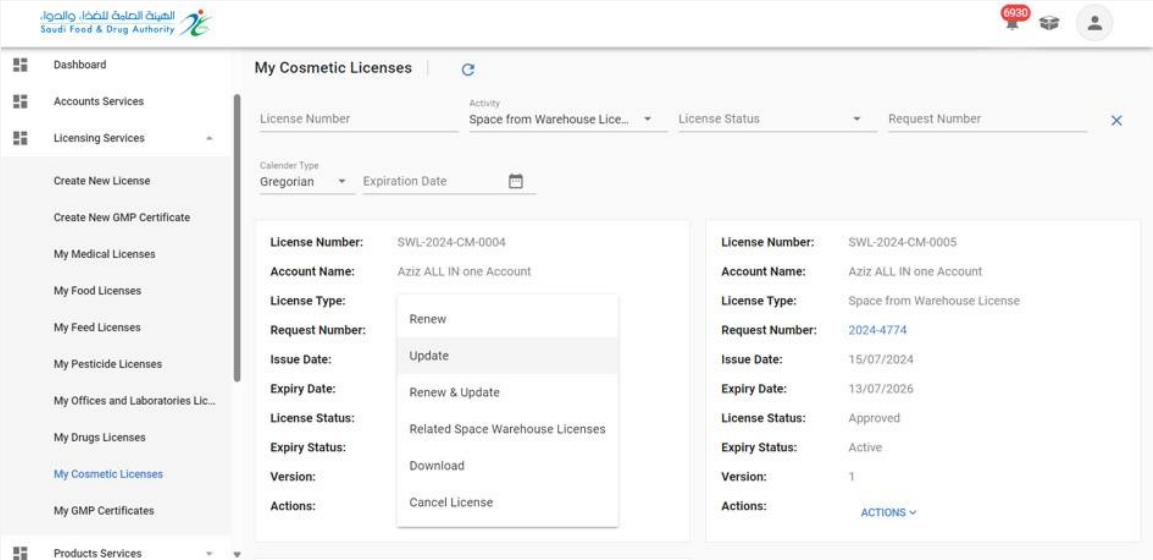
[Account Dashboard](#) | [My Requests](#)

5.7.2. Updating a Cosmetic Warehouse License

To submit an update request to the Saudi Food and Drug Authority for a cosmetic warehouse license, navigate to the "Licensing Services" section. Click on "Cosmetic Product Licenses," where you'll find a list of your existing licenses, approved and pending. You can access the license by using the search engines and selecting it.



Submitting a request to update license data involves clicking on "Actions" and selecting "Update."



Update the required information and click "Continue" until you reach the final section "Confirmation and Submission."

العربية Theme

الهئية العامة للغذاء والدواء
Saudi Food & Drug Authority

Please update your profile information (email, mobile number) as they will be used for sending login code [UPDATE NOW](#)

← Licensing | Cosmetic License

1 Domain & Activity

2 **Introduction**

3 Select Licensed Warehouse

4 Warehouse Domains & Activities

5 Warehouse information

6 Working Hours

7 Method of Distribution

8 Address and Location

9 Communication Information

Draft number: 2024-8723

Introduction

According to the SFDA system issued by the Royal Decree No. (M / 6) dated 25/1/1428 H, and the provisions of Article 5 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...". And the drug establishments and Cosmetic products Executive guidelines that defined drug and cosmetic warehouses within the facilities that obtain a license from the SFDA, All drug and cosmetic warehouses must register in the system and obtain a license to engage in activity.

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

After completing the data entry form and reaching the "Acknowledgment and Commitment" page, you must approve the commitment and then click "Submit."

الهئية العامة للغذاء والدواء
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1 Domain & Activity

2 Introduction

3 Select Licensed Warehouse

4 Warehouse Domains & Activities

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8 Address and Location

9 Communication Information

10 Attachments

11 Payment Information

12 **Comments & Attachments**

Draft number: 2024-8723

Commitments

- I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty
- I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.
- I undertake to modify the information of the facility in case of any change.
- I undertake to inform the Authority in the event of cancellation or expiration of the license
- I have read the the drug establishments and Cosmetic products systems (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.
- I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee
- 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 agree on the declaration terms and conditions

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

You will receive an "Application Number" after submitting your application.

Theme

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Licensing | Cosmetic License

1 Domain & Activity

2 Introduction

3 Select Licensed Warehouse

4 Warehouse Domains & Activities

5 Warehouse information

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8 Address and Location

9 Communication Information

Your request has been sent for processing

Request Number: 2024-8723

Account Dashboard | My Requests

5.7.3 Submitting a renewal and update request for a cosmetic warehouse space license.

To apply for the renewal and update of a cosmetic warehouse license with the Saudi Food and Drug Authority, select "Licensing Services" and then click on "Cosmetic Product Licenses." You will see your existing licenses listed. You can submit the application either within a 60-day period before the expiration of the current license or if the license status is already expired. You can access the license using the search engines provided.

الهيئة العامة للغذاء والدواء
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Dashboard

Accounts Services

Licensing Services

Create New License

Create New GMP Certificate

My Medical Licenses

My Food Licenses

My Feed Licenses

My Pesticide Licenses

My Offices and Laboratories Lic...

My Drugs Licenses

My Cosmetic Licenses

My GMP Certificates

Products Services

My Cosmetic Licenses

Activity

Space from Warehouse Lice...

License Status

Request Number

Calendar Type

Gregorian

Expiration Date

License Number: SWL-2023-CM-0001

Account Name: Bakhit ALL IN one Account

License Type: Space from Warehouse License

Request Number: 2023-1453

Issue Date: 15/03/2023

Expiry Date: 14/03/2024

License Status: Approved

Expiry Status: Expired

Version: 1

Actions: ACTIONS

License Number: SWL-2023-CM-0002

Account Name: Aziz ALL IN one Account

License Type: Space from Warehouse License

Request Number: 2023-1734

Issue Date: 16/03/2023

Expiry Date: 15/03/2024

License Status: Approved

Expiry Status: Expired

Version: 2

Actions: ACTIONS

When submitting a renewal and update request for the license data, click on "Actions" and select "Renewal and Update."

The screenshot displays the 'My Cosmetic Licenses' interface. On the left is a sidebar with navigation options like 'Dashboard', 'Accounts Services', 'Licensing Services', and 'My Cosmetic Licenses'. The main area shows a table of licenses. For the license 'SWL-2024-CM-0004', the 'Account Name' is 'Aziz ALL IN one Account', the 'License Type' is 'Space from Warehouse License', and the 'Request Number' is '2024-4774'. An 'Actions' dropdown menu is open, listing options: 'Renew', 'Update', 'Renew & Update', 'Related Space Warehouse Licenses', 'Download', and 'Cancel License'. The 'Update' option is currently selected.

Update the required information and click "Continue" until you reach the final section "Confirmation and Submission."

This screenshot shows the 'Cosmetic License' form. The top header includes the Saudi Food & Drug Authority logo and a notification bar. The form is divided into a left sidebar with steps 1 through 9, and a main content area. Step 2, 'Introduction', is active. The text in the main area describes the regulatory framework for cosmetic warehouses. At the bottom of the form, there are four buttons: 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

After completing the data entry form and reaching the "Acknowledgment and Commitment" page, you must agree to the commitment and then click "Submit."

The screenshot displays the 'Commitments' section of a license application form on the Saudi Food & Drug Authority (SFDA) portal. The left sidebar lists 12 steps: 1. Domain & Activity, 2. Introduction, 3. Select Licensed Warehouse, 4. Warehouse Domains & Activities, 5. Warehouse information, 6. Working Hours, 7. Method of Distribution, 8. Address and Location, 9. Communication Information, 10. Attachments, 11. Payment Information, and 12. Comments & Attachments. The main content area shows a draft number of 2024-8723 and a 'Commitments' section with several bullet points regarding the applicant's obligations, such as providing accurate information, complying with regulations, and maintaining the facility. At the bottom, there are 'BACK' and 'SUBMIT' buttons, along with links for 'SAVE AND CONTINUE LATER' and 'CANCEL'.

You will receive an "Application Number" after submitting your request.

The screenshot shows the SFDA portal after a successful submission. A notification banner at the top prompts the user to update their profile information. Below this, the 'Licensing | Cosmetic License' section is active. The main content area displays a confirmation message: 'Your request has been sent for processing'. A box shows the 'Request Number: 2024-8723'. Below this, there are links for 'Account Dashboard' and 'My Requests'. The left sidebar remains the same as in the previous screenshot.

5.7.4 Submitting Warehouse Area License Renewal for Cosmetics

To submit a renewal application to the Saudi Food and Drug Authority (SFDA) for a warehouse area license for cosmetics, follow these steps:

Select "Licensing Services" by clicking on "Cosmetics Licenses." You will see the licenses you currently hold. You can submit the renewal application within 60 days before the expiration of the current license, or if the license status is expired. You can obtain the license using search engines.

The screenshot shows the 'My Cosmetic Licenses' page in the Ghad System. The left sidebar contains a menu with options: Dashboard, Accounts Services, Licensing Services, Create New License, Create New GMP Certificate, My Medical Licenses, My Food Licenses, My Feed Licenses, My Pesticide Licenses, My Offices and Laboratories Lic..., My Drugs Licenses, My Cosmetic Licenses (selected), and My GMP Certificates. The main content area displays two license cards. The first card for License Number SWL-2023-CM-0001 shows details for 'Bakhit ALL IN one Account' with a 'Space from Warehouse License' type, request number 2023-1453, issue date 15/03/2023, expiry date 14/03/2024, approved status, and expired expiry status. The second card for License Number SWL-2023-CM-0002 shows details for 'Aziz ALL IN one Account' with a 'Space from Warehouse License' type, request number 2023-1734, issue date 16/03/2023, expiry date 15/03/2024, approved status, and expired expiry status. Both cards have an 'ACTIONS' dropdown menu.

When submitting a license renewal application, click on "Procedures" and select "Renewal."

This screenshot shows the 'My Cosmetic Licenses' page with a dropdown menu open for the first license (SWL-2024-CM-0004). The dropdown menu lists the following options: Renew, Update, Renew & Update, Related Space Warehouse Licenses, Download, and Cancel License. The license details for SWL-2024-CM-0004 are: Account Name: Aziz ALL IN one Account, License Type: Space from Warehouse License, Request Number: 2024-4774, Issue Date: 15/07/2024, Expiry Date: 13/07/2026, License Status: Approved, Expiry Status: Active, and Version: 1. The second license card (SWL-2024-CM-0005) remains visible on the right.

To request a license renewal, review the license without allowing data modification as it will be in read-only mode. Click on "Continue" until you reach the final section, "Commitments."

The screenshot shows the 'Introduction' page of a 'Cosmetic License' application. The left sidebar contains a list of steps: 1. Domain & Activity, 2. Introduction (selected), 3. Select Licensed Warehouse, 4. Warehouse Domains & Activities, 5. Warehouse information, 6. Working Hours, 7. Method of Distribution, 8. Address and Location, and 9. Communication Information. The main content area displays the 'Draft number: 2024-8723' and the title 'Introduction'. Below this, a paragraph states: 'According to the SFDA system issued by the Royal Decree No. (M / 6) dated 25/1/1428 H, and the provisions of Article 5 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...". And the drug establishments and Cosmetic products Executive guidelines that defined drug and cosmetic warehouses within the facilities that obtain a license from the SFDA, All drug and cosmetic warehouses must register in the system and obtain a license to engage in activity.' At the bottom, there are three buttons: 'BACK', 'CONTINUE', and 'SAVE AND CONTINUE LATER', along with a 'CANCEL' link.

After completing the data entry form and reaching the "Commitments" page, you must agree to the commitment and then click "Submit."

The screenshot shows the 'Commitments' page of a 'Cosmetic License' application. The left sidebar contains a list of steps: 1. Domain & Activity, 2. Introduction, 3. Select Licensed Warehouse, 4. Warehouse Domains & Activities, 5. Warehouse information, 6. Working Hours, 7. Method of Distribution, 8. Address and Location, 9. Communication Information, 10. Attachments, 11. Payment Information, and 12. Comments & Attachments. The main content area displays the 'Draft number: 2024-8723' and the title 'Commitments'. Below this, there are several bullet points representing commitments: 'I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty', 'I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.', 'I undertake to modify the information of the facility in case of any change.', 'I undertake to inform the Authority in the event of cancellation or expiration of the license', 'I have read the the drug establishments and Cosmetic products systems (published on the SFDA website) and I pledge to abide by what is stated in it and any circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee', and 'I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee'. There is also a statement: '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'. Below these commitments, there is a checkbox labeled 'I agree on the declaration terms and conditions'. At the bottom, there are three buttons: 'BACK', 'SUBMIT', and 'SAVE AND CONTINUE LATER', along with a 'CANCEL' link.

You will receive an "Application Number" after submitting your request.

The screenshot shows the 'Your request has been sent for processing' page of a 'Cosmetic License' application. The left sidebar contains a list of steps: 1. Domain & Activity, 2. Introduction, 3. Select Licensed Warehouse, 4. Warehouse Domains & Activities, 5. Warehouse information, and 6. Working Hours. The main content area displays the message 'Your request has been sent for processing'. Below this, there is a box containing the 'Request Number: 2024-8723'. At the bottom, there is a link: 'Account Dashboard | My Requests'.

5.7.5 Submitting a Cancellation of a Warehouse Area License for Cosmetics

To submit a cancellation request to the Saudi Food and Drug Authority (SFDA) for a warehouse area license for cosmetics, follow these steps:

1. Select "Licensing Services" by clicking on "Cosmetics Licenses."
2. You will see the licenses you currently hold.
3. You can obtain the license using search engines.

The screenshot displays the 'My Cosmetic Licenses' section of the SFDA portal. The left sidebar shows the navigation menu with 'Licensing Services' expanded and 'My Cosmetic Licenses' selected. The main content area shows a table of licenses. The first license is for 'Bakhit ALL IN one Account' (License Number: SWL-2023-CM-0001) with an expired status. The second license is for 'Aziz ALL IN one Account' (License Number: SWL-2023-CM-0002) with an approved status. Both licenses are for 'Space from Warehouse License' and have an expiry date of 15/03/2024.

License Number	Account Name	License Type	Request Number	Issue Date	Expiry Date	License Status	Expiry Status	Version	Actions
SWL-2023-CM-0001	Bakhit ALL IN one Account	Space from Warehouse License	2023-1453	15/03/2023	14/03/2024	Approved	Expired	1	ACTIONS
SWL-2023-CM-0002	Aziz ALL IN one Account	Space from Warehouse License	2023-1734	16/03/2023	15/03/2024	Approved	Expired	2	ACTIONS

When submitting a license cancellation request, click on "Procedures" and select "Cancel License."

The screenshot displays the 'My Cosmetic Licenses' section of the SFDA portal. The left sidebar shows the navigation menu with 'Licensing Services' expanded and 'My Cosmetic Licenses' selected. The main content area shows a table of licenses. The first license is for 'Aziz ALL IN one Account' (License Number: SWL-2024-CM-0004) with an active status. The second license is for 'Aziz ALL IN one Account' (License Number: SWL-2024-CM-0005) with an active status. Both licenses are for 'Space from Warehouse License' and have an expiry date of 13/07/2026. A dropdown menu is open for the first license, showing options: Renew, Update, Renew & Update, Related Space Warehouse Licenses, Download, and Cancel License.

License Number	Account Name	License Type	Request Number	Issue Date	Expiry Date	License Status	Expiry Status	Version	Actions
SWL-2024-CM-0004	Aziz ALL IN one Account	Space from Warehouse License	2024-4774	15/07/2024	13/07/2026	Approved	Active	1	ACTIONS
SWL-2024-CM-0005	Aziz ALL IN one Account	Space from Warehouse License	2024-4774	15/07/2024	13/07/2026	Approved	Active	1	ACTIONS

Fill in the "Reason for License Cancellation" and click on "Continue" until you reach the final section, "Commitments."

The screenshot shows the 'Cancellation Reason' form in the Ghad System. The header includes the Saudi Food & Drug Authority logo and a notification banner: 'Please update your profile information (email, mobile number) as they will be used for sending login code' with an 'UPDATE NOW' button. The left sidebar shows a progress bar with two steps: '1 Cancellation Reason' (active) and '2 Confirm and Submit'. The main content area is titled 'Cancellation Reason' and contains a dropdown menu for 'Cancellation Reason*', a text area for 'Official letter for cancellation*' with an 'Attach the supporting document' button, and a note: 'Maximum file size: 25MB. Allowed file types: jpeg, jpg, pdf, png'. At the bottom, there are 'CONTINUE' and 'CANCEL' buttons.

After completing the data entry form and reaching the "Commitments" page, you must agree to the commitment and then click "Submit."

The screenshot shows the 'Commitments' form in the Ghad System. The header includes the Saudi Food & Drug Authority logo and a notification banner: 'Please update your profile information (email, mobile number) as they will be used for sending login code' with an 'UPDATE NOW' button. The left sidebar shows a progress bar with 12 steps: '1 Domain & Activity', '2 Introduction', '3 Select Licensed Warehouse', '4 Warehouse Domains & Activities', '5 Warehouse information', '6 Working Hours', '7 Method of Distribution', '8 Address and Location', '9 Communication Information', '10 Attachments', '11 Payment Information', and '12 Comments & Attachments'. The main content area is titled 'Commitments' and contains a list of commitments: 'I promise that all statements mentioned in this application have been filled out with my knowledge and will, and if it appears otherwise, I acknowledge and bear the consequent penalty', 'I undertake not to violate the technical regulations and standard specifications related to the type of activity, and comply with all circulars issued by the Commission.', 'I undertake to modify the information of the facility in case of any change.', 'I undertake to inform the Authority in the event of cancellation or expiration of the license', 'I have read the the drug establishments and Cosmetic products systems (published on the SFDA website) and i pledge to abide by what is stated in it and any circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee', 'I undertake not to violate what is stated in the technical regulations, standard specifications and conditions related to storage for third parties, and to abide by all circulars issued by the Authority, as well as what is stated in the terms, conditions and responsibilities between the lessor and the lessee', and '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'. At the bottom, there is a checkbox for 'I agree on the declaration terms and conditions', a 'BACK' button, a 'SUBMIT' button, and a 'SAVE AND CONTINUE LATER' button.

You will receive an "Application Number" after submitting your request.

1 Domain & Activity

2 Introduction

3 Select Licensed Warehouse

4 Warehouse Domains & Activities

5 Warehouse information

6 Working Hours

7 Method of Distribution

8 Address and Location

9 Communication Information

Your request has been sent for processing

Request Number: 2024-8723

[Account Dashboard | My Requests](#)

5.7.6 To download a cosmetics warehouse area license:

You can view the license by clicking on "Procedures" and selecting "Download."

Dashboard

Accounts Services

Licensing Services

Create New License

Create New GMP Certificate

My Medical Licenses

My Food Licenses

My Feed Licenses

My Pesticide Licenses

My Offices and Laboratories Lic...

My Drugs Licenses

My Cosmetic Licenses

My Cosmetic Licenses

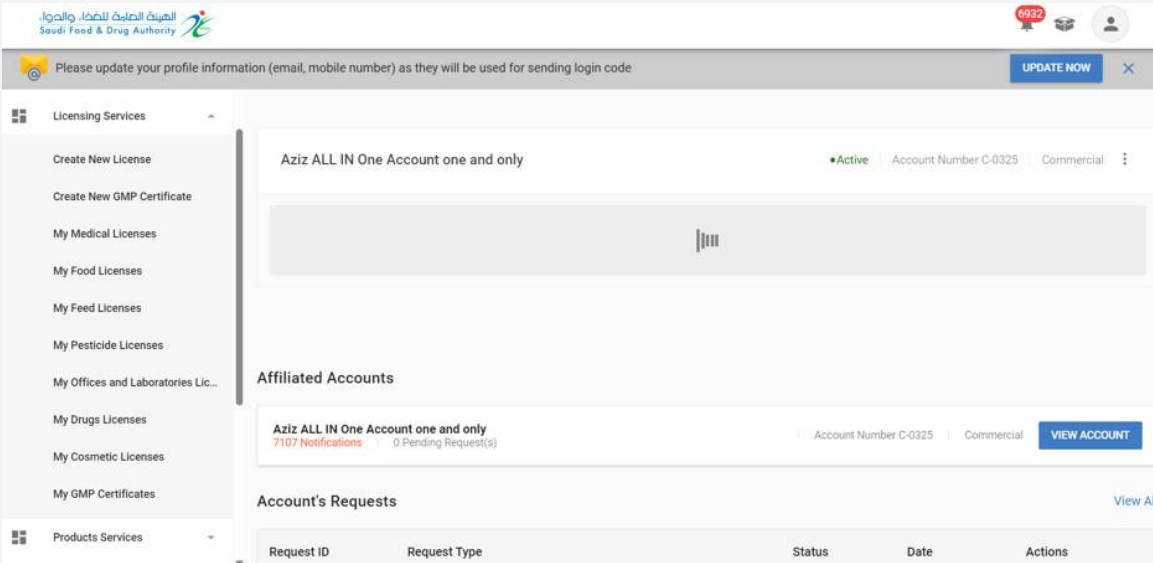
License Number	Activity	License Status	Request Number
SWL-2024-CM-0004	Space from Warehouse Lice...		
SWL-2024-CM-0005			

5.8 Request for Good Manufacturing Practice Certificate (Cosmetics)

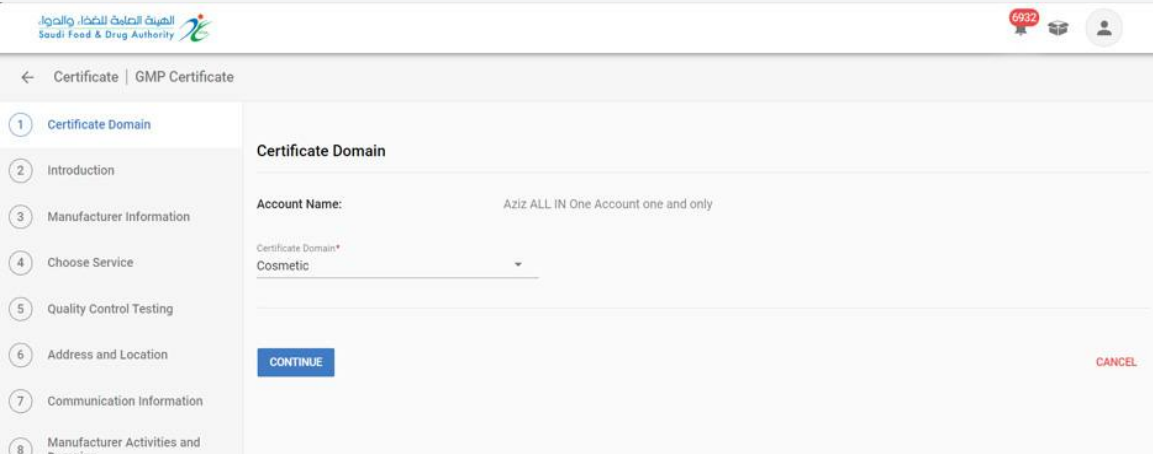
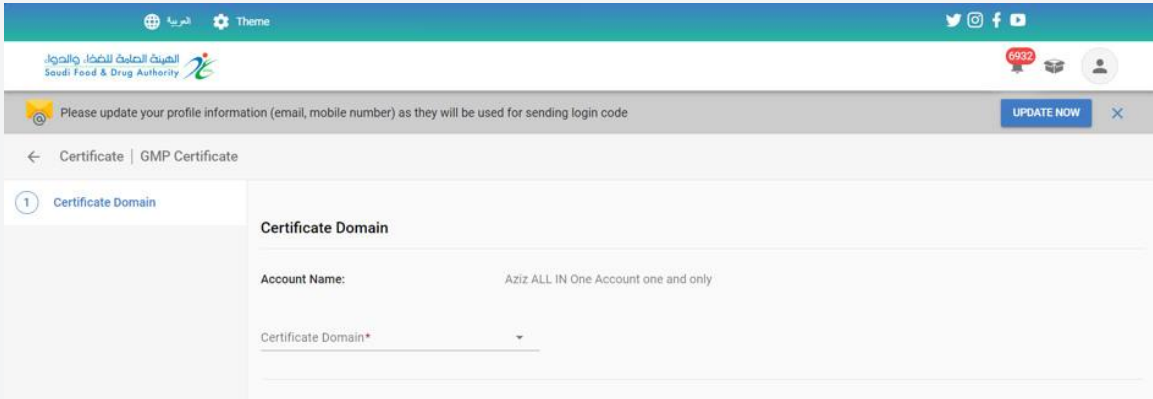
5.8.1 New Application for Good Manufacturing Practice Certificate for Cosmetics

To submit a new application to the Saudi Food and Drug Authority (SFDA) for a Good Manufacturing Practice (GMP) certificate for cosmetics (which must include the cosmetics field), follow these steps Select:

1. Licensing Services
2. Create a Good Manufacturing Practice Certificate



When selecting "Create a Good Manufacturing Practice Certificate," you will then specify the scope of the certificate, which in this case is "Cosmetics."



Fill out the required information in the application form and click "Continue" until you reach the final section, "Confirmation and Submission."

The screenshot shows the 'Introduction' section of the 'GMP Certificate' application form. The top navigation bar includes the SFDA logo, a 'Theme' button, and social media icons. A notification banner at the top right indicates a profile update is required. The left sidebar lists the application steps: 1. Certificate Domain, 2. Introduction (selected), 3. Manufacturer Information, 4. Choose Service, 5. Quality Control Testing, 6. Address and Location, 7. Communication Information, 8. Manufacturer Activities and Domains, and 9. Packaging. The main content area displays an 'Introduction' message: 'Dear, This service allows you to obtain a Certificate of Good Manufacturing Practice. Fees: 460 Saudi Riyals to issue the certificate, and it is valid for 3 years.' At the bottom, there are 'BACK', 'CONTINUE', and 'CANCEL' buttons.

You can save the application for later by clicking "Save for Later." Once the application is completed, you can access it on the "My Requests" page, where the status will be labeled as "Incomplete Request." Clicking on the "Update Request" action will allow you to complete it.

The screenshot shows the 'Quality Control Testing' section of the 'GMP Certificate' application form. The top navigation bar and notification banner are consistent with the previous screenshot. The left sidebar lists the application steps: 1. Certificate Domain, 2. Introduction, 3. Manufacturer Information, 4. Choose Service, 5. Quality Control Testing (selected), 6. Responsible Person for Quality Control, 7. Address and Location, 8. Communication Information, 9. Manufacturer Activities and Domains, and 10. Packaging. The main content area displays a 'Draft number: 2024-8726' and the section title 'Quality Control Testing'. Below this, a question is asked: 'Is there any Quality Control Testing: Yes'. At the bottom, there are 'BACK', 'CONTINUE', 'SAVE AND CONTINUE LATER', and 'CANCEL' buttons.

After completing the data entry form and reaching the "Commitments" page, you must agree to the commitment and then click "Submit."

1

Certificate Domain

2

Introduction

3

Manufacturer Information

4

Choose Service

5

Quality Control Testing

6

Responsible Person for Quality Control

7

Address and Location

8

Communication Information

9

Manufacturer Activities and Domains

10

Packaging

←

Certificate | GMP Certificate

Draft number: 2024-8726

Confirm and Submit

I hereby declare that all the information provided here is correct

☐ I agree on the declaration terms and conditions

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive an "Application Number" after submitting your request.

1

Domain & Activity

2

Introduction

3

Select Licensed Warehouse

4

Warehouse Domains & Activities

5

Warehouse information

6

Working Hours

7

Method of Distribution

8

Address and Location

9

Communication Information

←

Licensing | Cosmetic License

Your request has been sent for processing

Request Number: 2024-8723

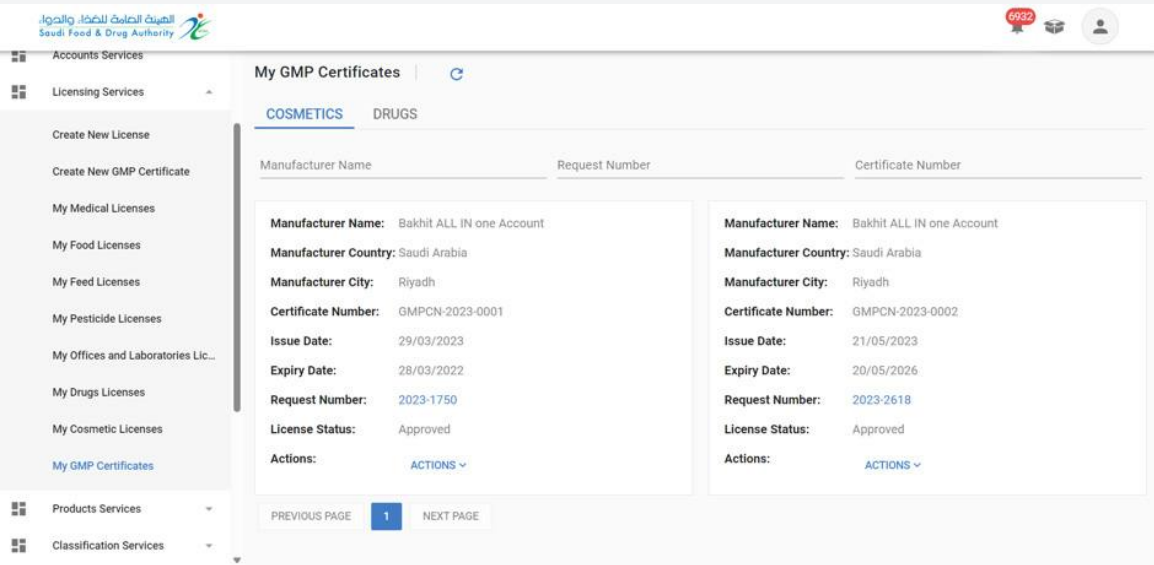
[Account Dashboard](#) | [My Requests](#)

5.8.2 Viewing Good Manufacturing Practice Certificate (Cosmetics)

To access certificates for Good Manufacturing Practice for cosmetics, follow these steps:

Select "Licensing Services." Click on "Good Manufacturing Practice Certificate." Choose "Cosmetics." You will see the approved certificates, and you can obtain the certificate using search engines.

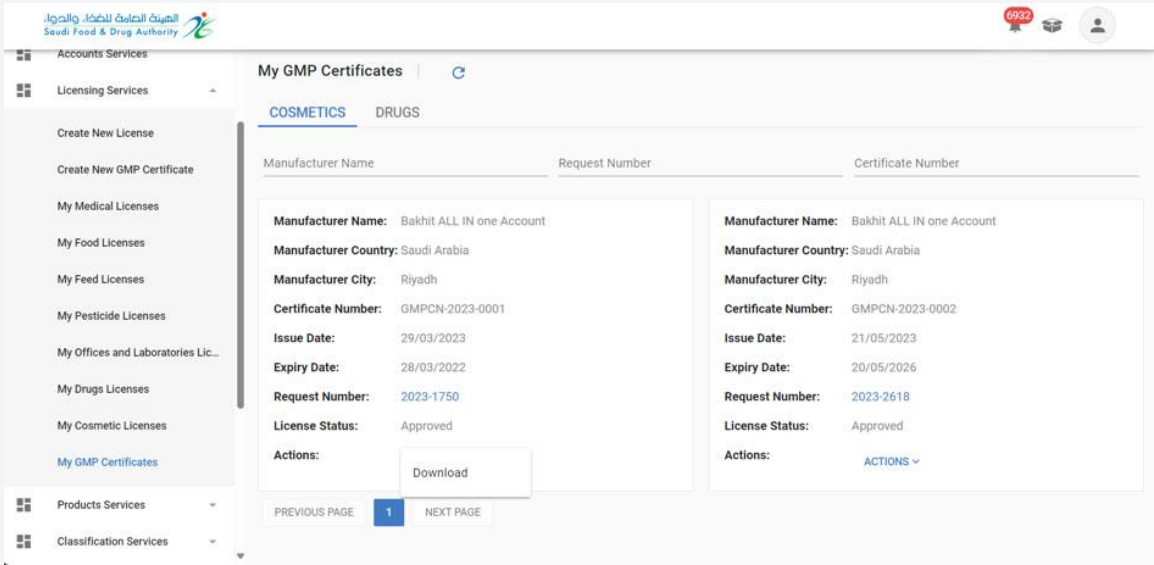
100



5.8.3 Downloading Good Manufacturing Practice Certificate for Cosmetics

You can access the Good Manufacturing Practice certificate for cosmetics by following these steps:

Click on "Procedures." Select "Download."

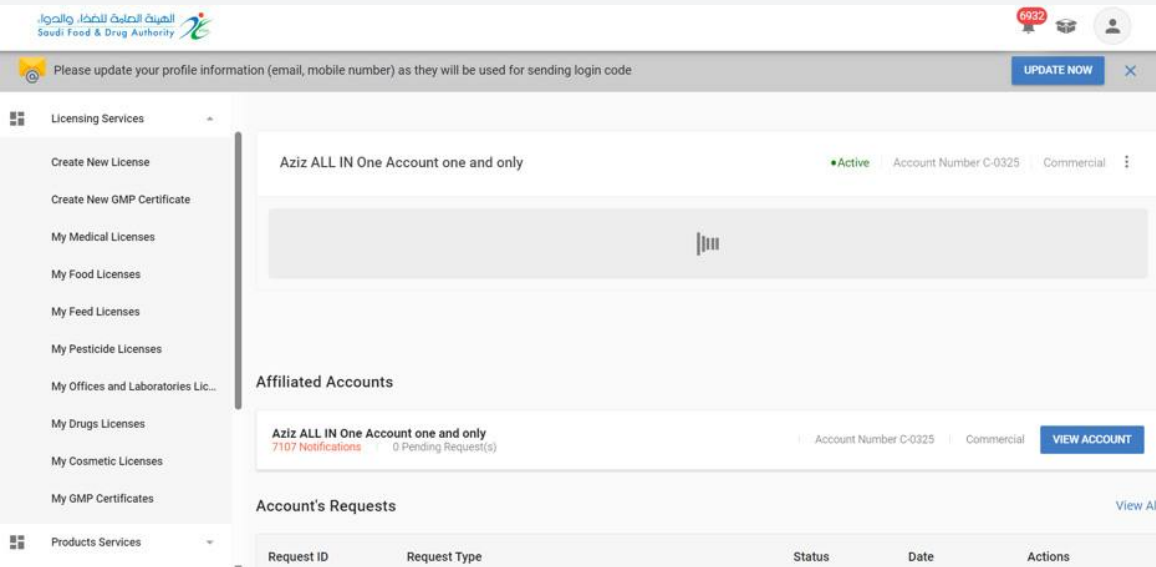


5.9 Request for Good Manufacturing Practice Certificate (Pharmaceuticals)

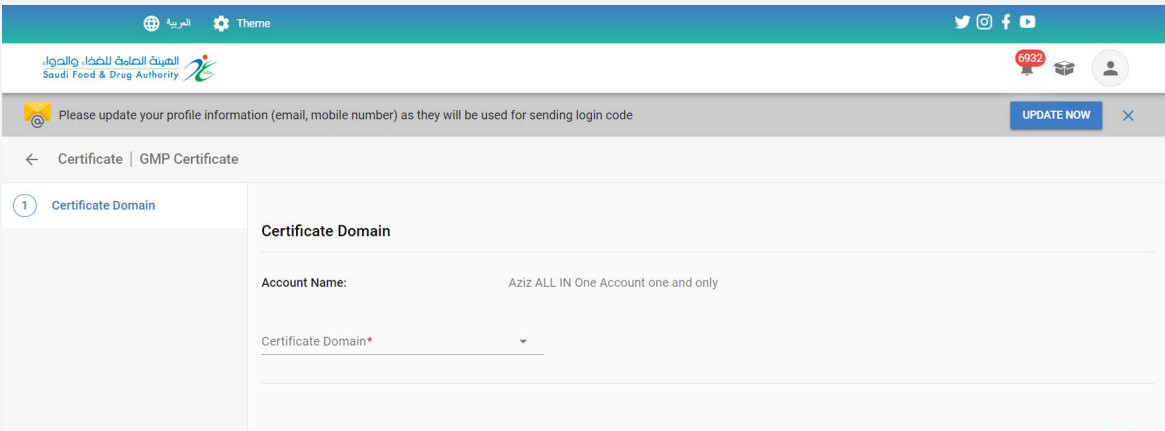
5.9.1 New Submission for Good Manufacturing Practice Certificate for Pharmaceuticals

To submit a new application to the Saudi Food and Drug Authority (SFDA) for a Good Manufacturing Practice (GMP) certificate for pharmaceuticals (which must include the pharmaceuticals field), choose:

- 1. Licensing Services
- 2. Create a Good Manufacturing Practice Certificate



When selecting "Create a Good Manufacturing Practice Certificate" and then specifying the scope of the certificate as "Pharmaceuticals,"



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Theme

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

←

Certificate | GMP Certificate

1

Certificate Domain

2

Introduction

3

Manufacturer Information

4

Choose Service

5

Manufacturer Domain

6

Production Lines and Sterility

7

Packaging

8

Quality Control Testing

9

Address and Location

Certificate Domain

Account Name:

Aziz ALL IN One Account one and only

Certificate Domain*

Drugs

CONTINUE

CANCEL

Fill out the required information in the application form and click "Continue" until you reach the final section, "Confirmation and Submission."

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←

Certificate | GMP Certificate

1

Certificate Domain

2

Introduction

3

Manufacturer Information

4

Choose Service

5

Manufacturer Domain

6

Production Lines and Sterility

7

Packaging

8

Quality Control Testing

9

Address and Location

10

Communication Information

11

Technical Manager Information

Introduction

Dear,

This service allows you to obtain a Certificate of Good Manufacturing Practice.

Fees:

500 Saudi Riyals to issue the certificate, and it is valid for 3 years.

BACK

CONTINUE

CANCEL

You can save the application for later by clicking "Save for Later." Once the application is completed, you can access it on the "My Requests" page, where the status will be labeled as "Incomplete Request." Clicking on the "Update Request" action will allow you to complete it.

1

Certificate Domain

2

Introduction

3

Manufacturer Information

4

Choose Service

5

Quality Control Testing

6

Responsible Person for Quality Control

7

Address and Location

8

Communication Information

9

Manufacturer Activities and Domains

10

Packaging

←

Certificate | GMP Certificate

Draft number: 2024-8726

Quality Control Testing

Is there any Quality Control Testing:

Yes

BACK

CONTINUE

SAVE AND CONTINUE LATER

CANCEL

After completing the data entry form and reaching the "Commitments" page, you must agree to the commitment and then click "Submit."

1

Certificate Domain

2

Introduction

3

Manufacturer Information

4

Choose Service

5

Quality Control Testing

6

Responsible Person for Quality Control

7

Address and Location

8

Communication Information

9

Manufacturer Activities and Domains

10

Packaging

←

Certificate | GMP Certificate

Draft number: 2024-8726

Confirm and Submit

I hereby declare that all the information provided here is correct.

☐ I agree on the declaration terms and conditions

BACK

SUBMIT

SAVE AND CONTINUE LATER

CANCEL

You will receive an "Application Number" after submitting your request.

1

Domain & Activity

2

Introduction

3

Select Licensed Warehouse

4

Warehouse Domains & Activities

←

Licensing | Cosmetic License

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

×

Your request has been sent for processing

Request Number: 2024-8723

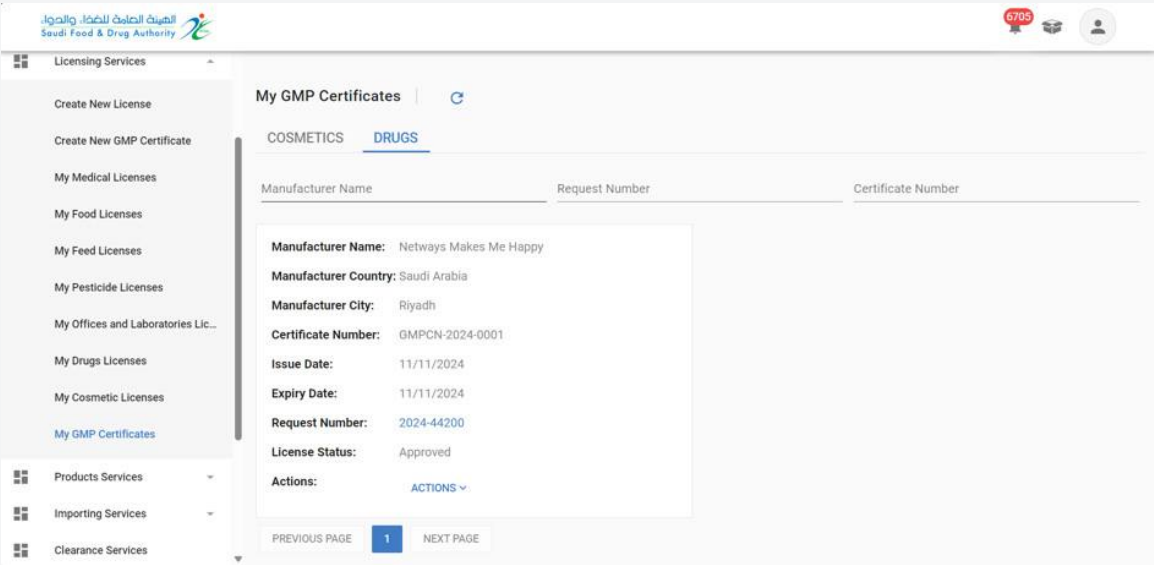
Account Dashboard | My Requests

104

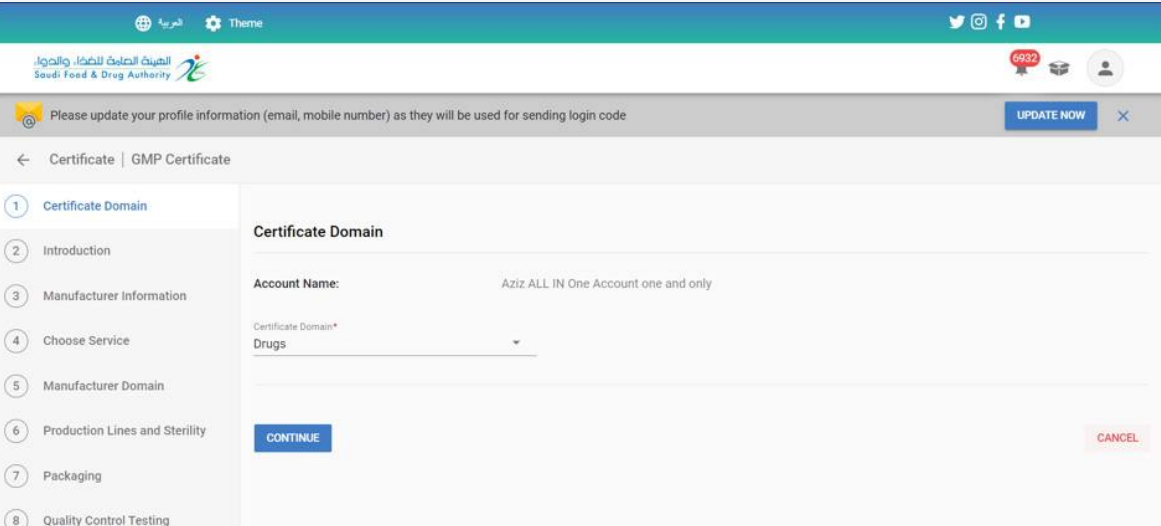
5.9.2 Submission of an update for Good Manufacturing Practice (GMP) Certificate Application

In order to submit an update request to the Food and Drug Authority for a Good Manufacturing Practice (GMP) certificate, select "Licensing Services" when clicking on "GMP Certificate". This will display the approved certificates, and you can obtain the certificate using search engines.

When submitting a request to update product data, click on "Procedures," then select "Update."



Update the required data and click "Continue" until you reach the final section "Confirmation and Submission."



After completing the data form and reaching the "Confirmation and Submission" page, you must agree to the commitment statement, then click "Submit."

The screenshot shows the 'Confirm and Submit' page for a GMP Certificate. On the left is a sidebar with 10 numbered steps: 1. Certificate Domain, 2. Introduction, 3. Manufacturer Information, 4. Choose Service, 5. Quality Control Testing, 6. Responsible Person for Quality Control, 7. Address and Location, 8. Communication Information, 9. Manufacturer Activities and Domains, and 10. Packaging. The main content area has a 'Draft number: 2024-8726' and a 'Confirm and Submit' heading. Below this is a declaration: 'I hereby declare that all the information provided here is correct.' followed by a checkbox 'I agree on the declaration terms and conditions'. At the bottom are buttons for 'BACK', 'SUBMIT', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

You will receive an "application number" after submitting your request.

The screenshot shows a confirmation page after submitting a request. It features a blue header with the Saudi Food & Drug Authority logo and a notification bar stating: 'Please update your profile information (email, mobile number) as they will be used for sending login code' with an 'UPDATE NOW' button. The main content area has a sidebar with 5 steps: 1. Domain & Activity, 2. Introduction, 3. Select Licensed Warehouse, 4. Warehouse Domains & Activities, and 5. Warehouse information. The main area displays 'Your request has been sent for processing' and a box with 'Request Number: 2024-8723'. There are also links for 'Account Dashboard' and 'My Requests'.

You can view the Good Manufacturing Practice (GMP) certificate for drugs by clicking on "Procedures" and selecting "Download."

The screenshot shows the 'My GMP Certificates' page, specifically for 'DRUGS'. The left sidebar lists various licensing services, with 'My GMP Certificates' selected. The main area has tabs for 'COSMETICS' and 'DRUGS'. Below the tabs is a table with columns for 'Manufacturer Name', 'Request Number', and 'Certificate Number'. A specific certificate is displayed with the following details: Manufacturer Name: Netways Makes Me Happy, Manufacturer Country: Saudi Arabia, Manufacturer City: Riyadh, Certificate Number: GMPCN-2024-0001, Issue Date: 11/11/2024, Expiry Date: 11/11/2024, Request Number: 2024-44200, License Status: Approved. An 'Actions' dropdown menu is open, showing 'Download' and 'Update' options. At the bottom, there are 'PREVIOUS PAGE', '1', and 'Update' buttons.

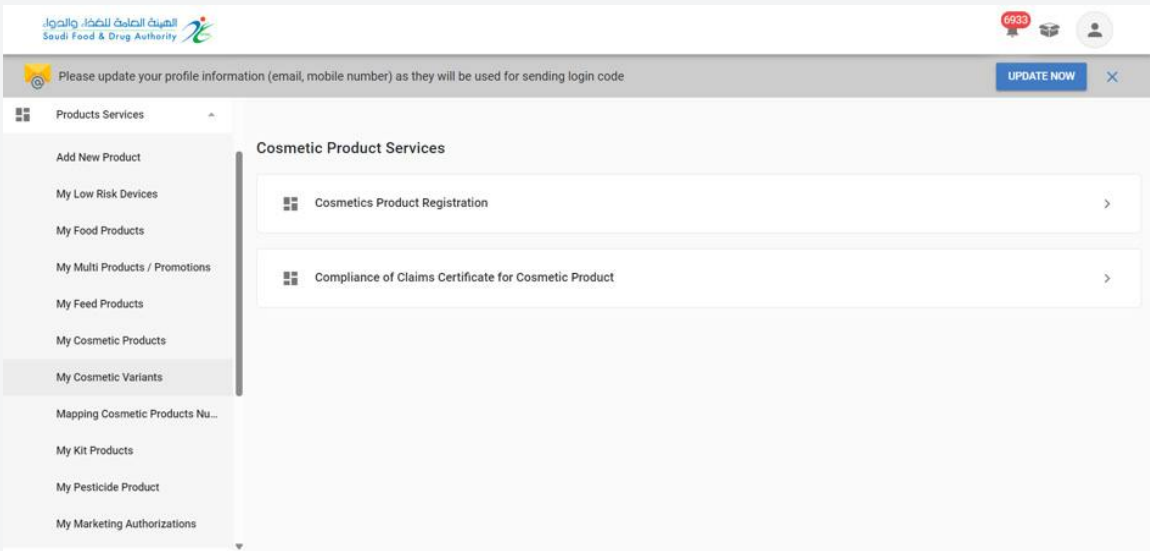
6 Product Services

6.1 Listing of Cosmetic Products (Simple or Compound)

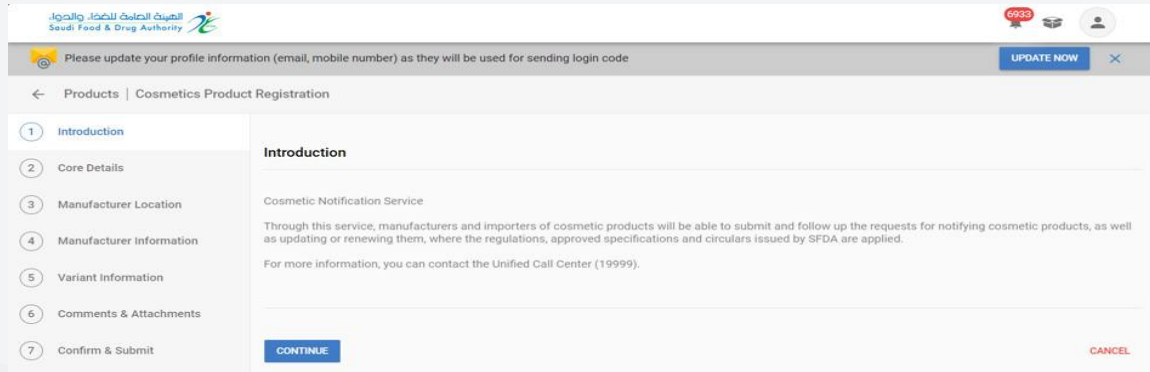
6.1.1 New Submission for Listing of Cosmetic Product (Simple or Compound)

To submit a new request to the General Authority for Food and Drug Administration for the Cosmetic product listing (where the account must include the cosmetics field), follow these steps:

1. Product Services
2. Add New Product
3. Application for Cosmetic product listing of Cosmetic Product (Marketing Notification)



When selecting "Application for Listing of Cosmetic Product (Marketing Notification)," a page for submitting the application will appear. Start by filling out the required data in the application form and click "Continue" until you reach the final section "Confirmation and Submission."



You can save the application for later by clicking on "Save for Later." Once the application is completed, you can access it on the "My Requests" page, where the status will be shown as "Incomplete Request." You can update the request by clicking on the "Update Request" action.

The screenshot shows a web application interface for the Saudi Food & Drug Authority (SFDA). The header includes the SFDA logo and name in Arabic and English, along with a notification bell icon showing '6933' and a user profile icon. The main form area is titled 'Product Exposure Route*' and contains several input fields: 'HS Code*' with a dropdown arrow, a descriptive text about the HS Code, and two sections with radio button options. The first section asks 'Is this product for rinse-off or leave-on?' with options 'Rinse-Off' and 'Leave-On'. The second section asks 'Does this product have variations?' with options 'Yes' and 'No'. At the bottom of the form, there are three buttons: 'BACK' (grey), 'CONTINUE' (blue), and 'SAVE AND CONTINUE LATER' (red, highlighted with a red rectangle). A 'CANCEL' link is also visible on the right.

After completing the data form and reaching the "Confirmation and Submission" page, you must agree to the commitment statement, then click "Submit."

The screenshot shows the 'Confirm & Submit' page for 'Cosmetics Product Registration' on the SFDA portal. The header is identical to the previous screenshot. A breadcrumb trail shows 'Products > Cosmetics Product Registration'. On the left, a vertical sidebar lists seven steps: 1. Introduction, 2. Core Details, 3. Manufacturer Location, 4. Manufacturer Information, 5. Variant Information, 6. Comments & Attachments, and 7. Confirm & Submit (which is highlighted). The main content area shows 'Draft number: 2024-8735' and the title 'Confirm & Submit'. It contains a list of seven numbered terms and conditions regarding product safety, ingredient restrictions, and labeling. Below the list is a checkbox labeled 'I agree on the declaration terms and conditions'. At the bottom, there are three buttons: 'BACK' (grey), 'SUBMIT' (blue), and 'CANCEL' (red).

You will receive an "application number" after submitting your request.

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

←

Products | Cosmetics Product Registration

1

Introduction

2

Core Details

3

Manufacturer Location

4

Manufacturer Information

5

Variant Information

6

Comments & Attachments

7

Confirm & Submit

Confirm & Submit

Your request has been sent for processing

Request Number:

2024-8735

Account Dashboard | My Requests

6.1.2 Submission of Update listed cosmetic product (Simple or Compound)

To submit an update request to the SFDA for the Listed cosmetic product of a cosmetic product, select "Product Services." Upon clicking on "Cosmetic Products," you will see the approved products, and you can obtain the product using search engines

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Licensing Services

Products Services

Add New Product

My Low Risk Devices

My Food Products

My Multi Products / Promotions

My Feed Products

My Cosmetic Products

My Cosmetic Variants

Mapping Cosmetic Products Nu...

My Kit Products

My Pesticide Product

My Marketing Authorizations

Classification Services

My Cosmetic Products

MY COSMETIC PRODUCTS

MY COMPLIANCE OF CLAIMS CERTIFICATES

Product Number

Brand Name

Product Name

Product Category

Status

Calendar Type

Gregorian

Expiry Date

Product Number:

CN-2023-0011

Brand Name:

Test

Product Category:

Nail and cuticle products

Product Name:

Product Name

Expiry Date:

23/06/2029

Status:

Suspended

Actions:

ACTIONS

Product Number:

CN-2023-0005

Brand Name:

dsa

Product Category:

Nail and cuticle products

Product Name:

Test

Expiry Date:

07/05/2028

Status:

Suspended

Actions:

ACTIONS

Product Number:

CN-2023-0055

Product Number:

CN-2023-0058

When submitting an update request for product data: click on " Actions," then select "Update."

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The screenshot shows the 'My Cosmetic Products' section of the Ghad System. The left sidebar contains navigation links: Licensing Services, Products Services, Add New Product, My Low Risk Devices, My Food Products, My Multi Products / Promotions, My Feed Products, My Cosmetic Products (highlighted), My Cosmetic Variants, Mapping Cosmetic Products Nu..., My Kit Products, My Pesticide Product, and My Marketing Authorizations. The main content area has two tabs: 'MY COSMETIC PRODUCTS' and 'MY COMPLIANCE OF CLAIMS CERTIFICATES'. Below the tabs, there are filters for Product Number, Brand Name, Product Name, Product Category, and Status (Active). A 'Calendar Type' dropdown is set to 'Gregorian', and an 'Expiry Date' field is visible. The product list shows four entries. The first entry, 'CN-2023-0031', has a dropdown menu open with options: Details, Update, Deactivate, and Download. The 'Update' option is highlighted.

Update the required data and click "Continue" until you reach the final section "Confirm & Submit."

The screenshot shows the 'Cosmetics Product Registration' form. The left sidebar has a progress indicator with seven steps: 1. Introduction (highlighted), 2. Core Details, 3. Manufacturer Location, 4. Manufacturer Information, 5. Variant Information, 6. Comments & Attachments, and 7. Confirm & Submit. The main content area is titled 'Introduction' and contains the following text: 'Cosmetic Notification Service. Through this service, manufacturers and importers of cosmetic products will be able to submit and follow up the requests for notifying cosmetic products, as well as updating or renewing them, where the regulations, approved specifications and circulars issued by SFDA are applied. For more information, you can contact the Unified Call Center (19999).'. At the bottom, there is a blue 'CONTINUE' button and a red 'CANCEL' button.

After completing the data form and reaching the "Confirm & Submit" page, you must agree to the commitment statement, and then click "Submit."

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Products | Cosmetics Product Registration

1 Introduction

2 Core Details

3 Manufacturer Location

4 Manufacturer Information

5 Variant Information

6 Comments & Attachments

7 Confirm & Submit

Draft number: 2024-8735

Confirm & Submit

1. I undertake to ensure the validity of the data entered concerning the ingredients, its concentrations and roles.

2. I pledge to be aware of all the technical standards, including (The Safety Requirements in Cosmetic Products GSO1943), and that the product complies with all safety requirements.

3. I pledge that the product does not contain any band ingredient from the ingredients listed in Table 1 of GSO1943.

4. I pledge that the product complies with all requirements concerning restricted ingredient listed in table 2, and coloring agents in table 3, preservatives in table 4 and UV-filters in table 5 of GSO1943.

5. We commit to list every ingredient of the product, as SFDA will determine later; SFDA will deactivate all products that are not in comply with this condition.

6. I acknowledge the listing of the product does not guarantee the approval of its clearance, and the listing person has to verify the product conformity with the technical regulations, standards and circulars before importation. In case of non-compliance, product clearance will be rejected and the importer shall be subject to the violation.

7. I pledge to obtain a license for cosmetic products warehouse from the SFDA prior to importation, and I acknowledge that the exception is only allowed for the following cases:

7.1. Direct supply to the listing person's point of sale.

7.2. Direct supply for guest houses, hotels and hospitals.

☐ I agree on the declaration terms and conditions

BACK

SUBMIT

CANCEL

You will receive an "application number" after submitting your request.

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Products | Cosmetics Product Registration

1 Introduction

2 Core Details

3 Manufacturer Location

4 Manufacturer Information

5 Variant Information

6 Comments & Attachments

7 Confirm & Submit

Confirm & Submit

Your request has been sent for processing

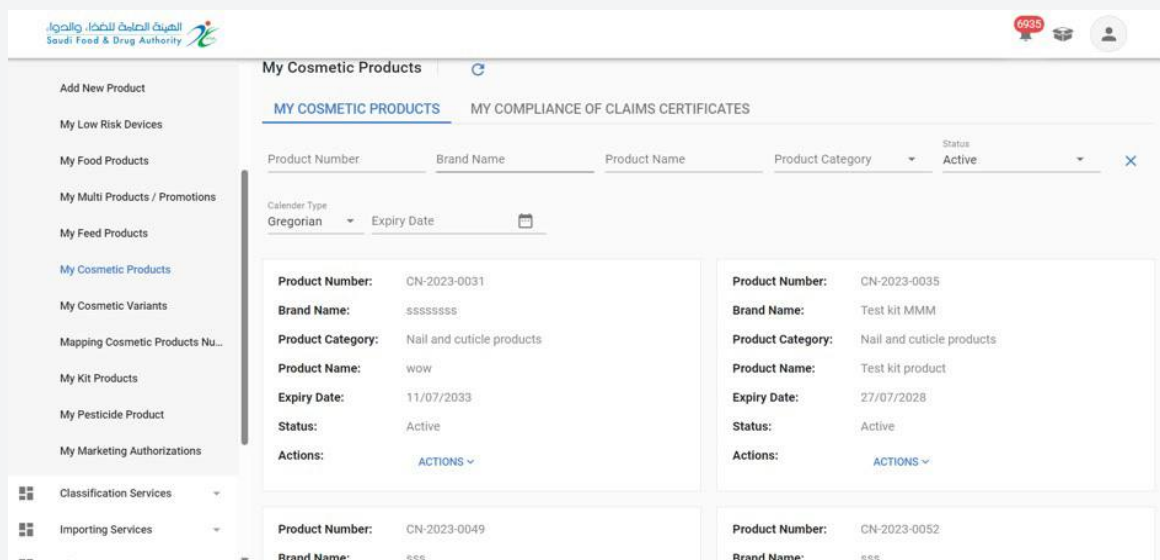
Request Number: 2024-8735

Account Dashboard | My Requests

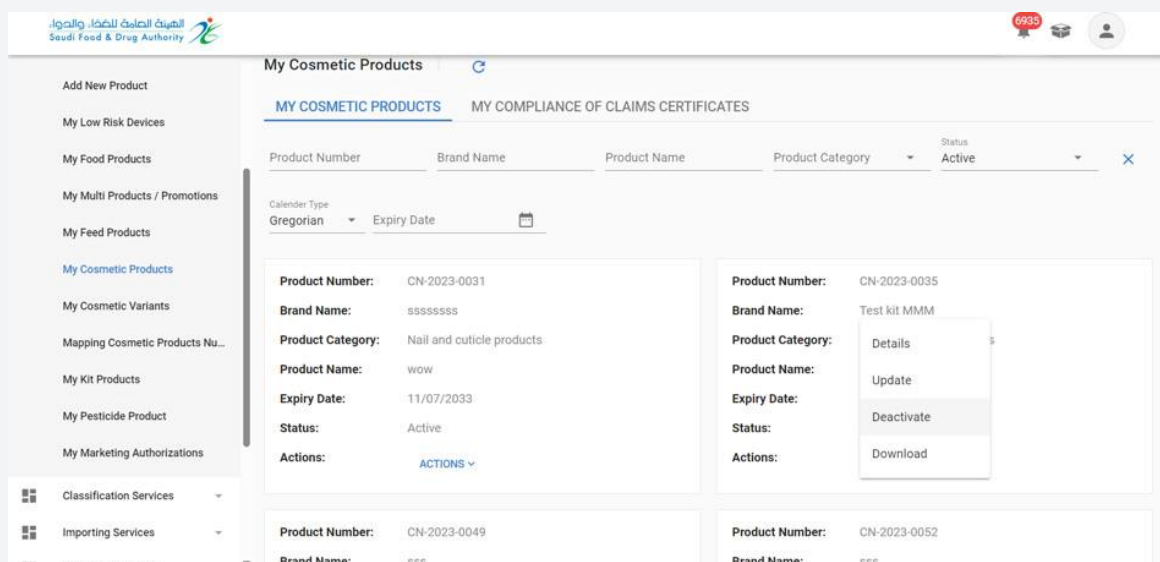
6.1.3 Submission of Deactivate listed cosmetic product (Simple or Compound)

To submit a Deactivation request for Listed cosmetic product, select "Product Services." Upon clicking on "Cosmetic Products," you will see the approved products, and you can obtain the product using search engines.

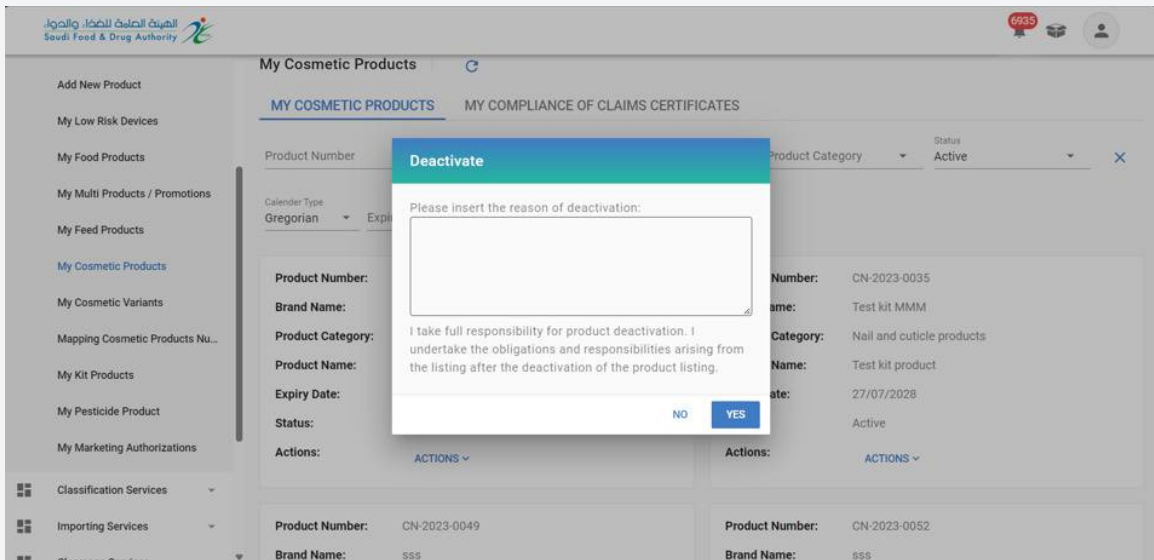
111



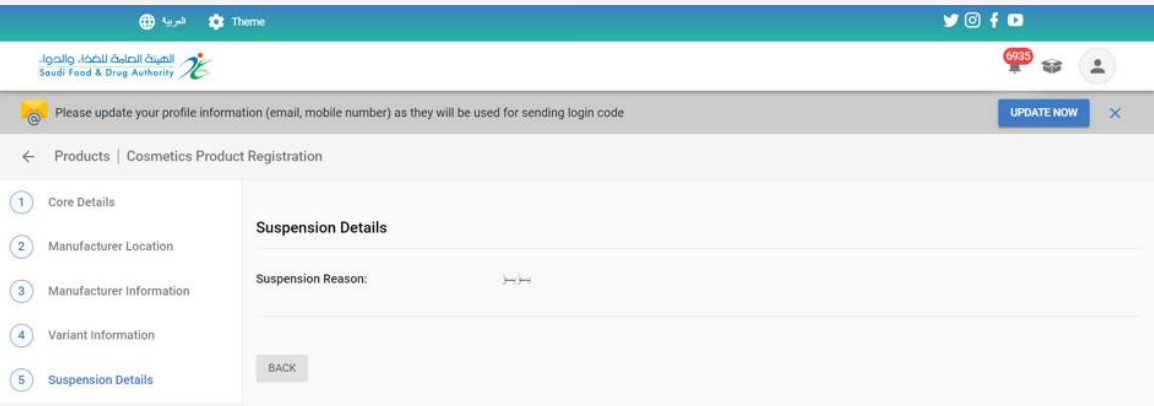
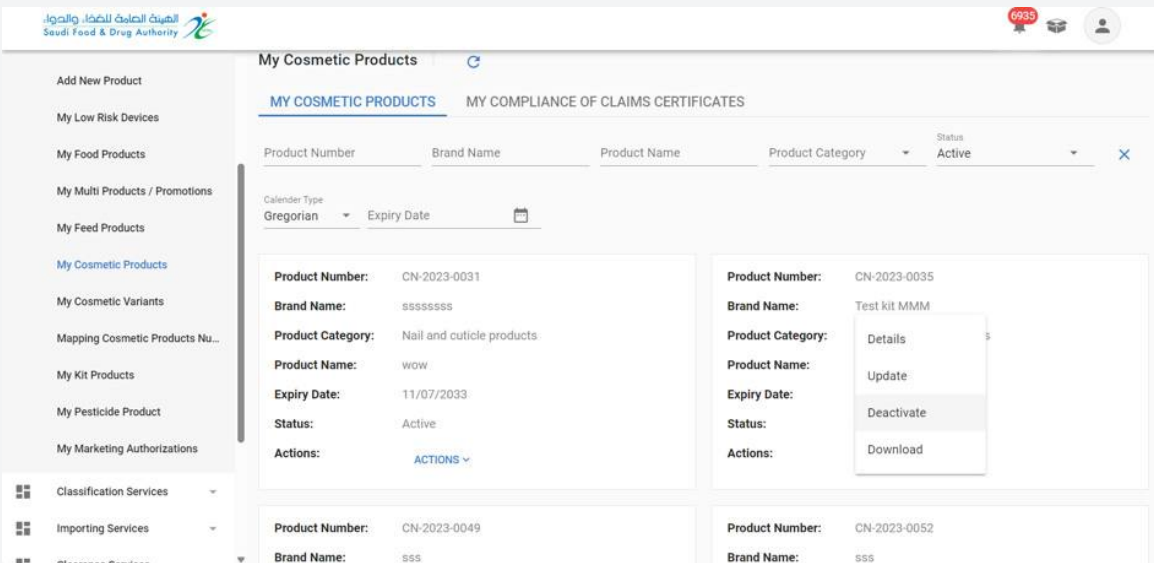
When submitting a request to suspend a product: Click on " Actions," then select " Deactivate."



When you click on " Deactivate," a window will appear asking you to enter the reason for Deactivating the listed product the product inclusion. Press "Yes" to confirm.

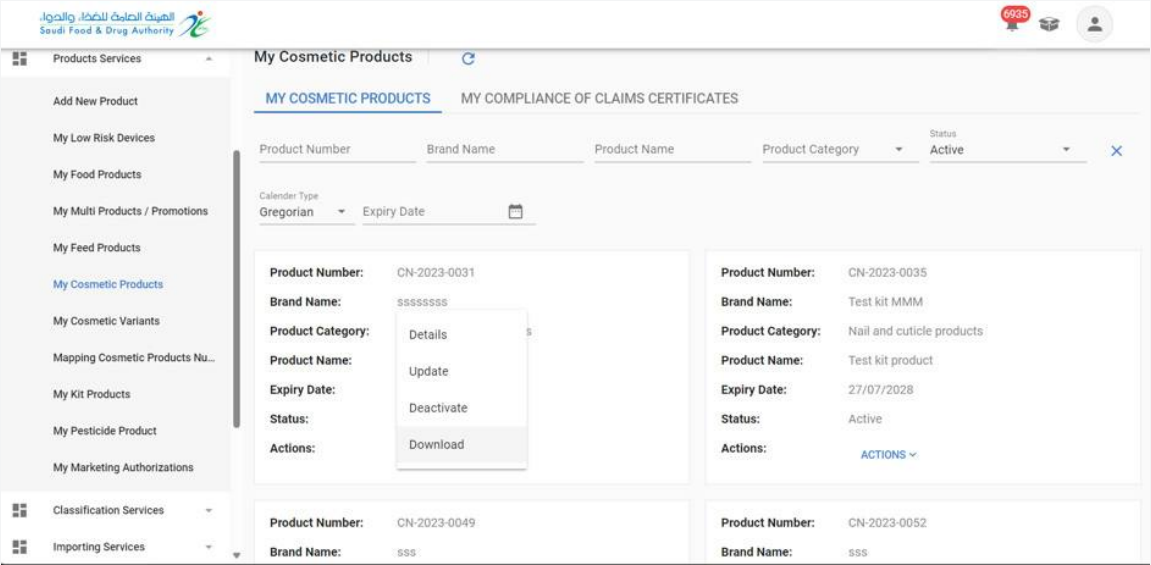


The comment details appear by clicking on "Details" on the final page under "Reason for Suspension."



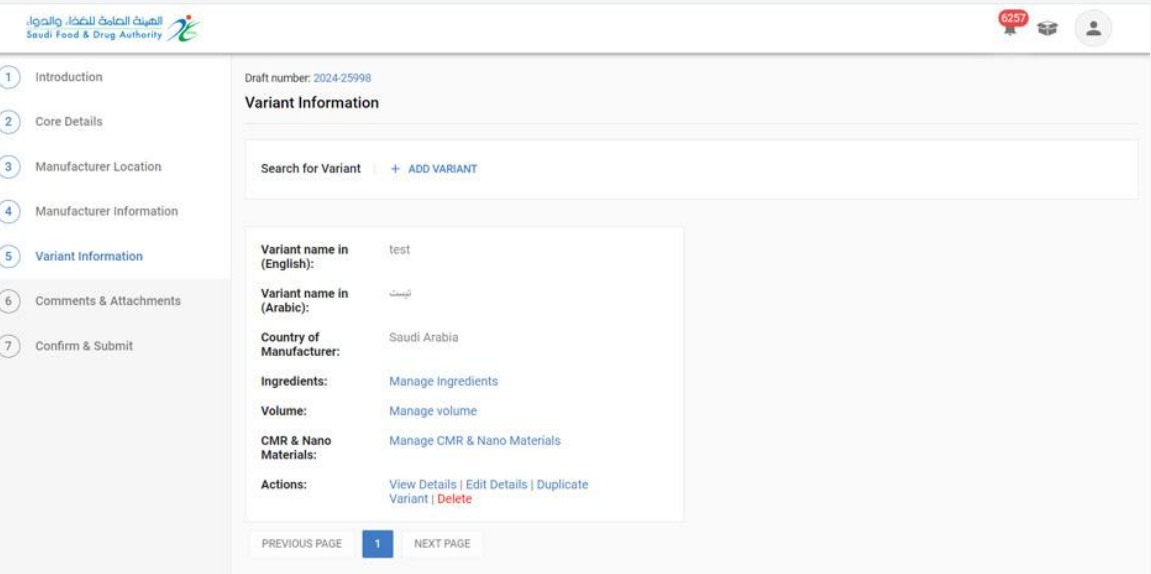
6.1.4 Downloading The certificate for cosmetic product notification

You can view the notification of marketing for a cosmetic product by clicking on "Actions " and selecting "Download."



6.2 Accessing the Cosmetic Products Variants Page

The applicant could add one or more variants within the notification form at the “Variant Information”



Once the request is approved by the General Authority for Food and Drug Administration, you will see the added Product variants on the "Cosmetic Products Variants" page. You can obtain all variants of cosmetic products using search engines on the "Cosmetic Products Variants" page.



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Products Services

Add New Product

My Low Risk Devices

My Food Products

My Multi Products / Promotions

My Feed Products

My Cosmetic Products

My Cosmetic Variants

Mapping Cosmetic Products Nu...

My Kit Products

My Pesticide Product

My Marketing Authorizations

My Cosmetic Variants

Variant name in (English)
Variant name in (Arabic)
Country Of Manufacturing
Status
Brand Name

Barcode

Variant name in (English):	test	Variant name in (English):	test
Variant name in (Arabic):	تجربة	Variant name in (Arabic):	اسم المنتج المختلف
Country of Manufacturing:	Albania	Country of Manufacturing:	Saudi Arabia
Status:	Approve	Status:	Canceled
Brand Name:	brand name	Brand Name:	fad
Barcode:	12	Barcode:	123456789
Ingredients:	View Ingredients	Ingredients:	View Ingredients
Volume:	View Volume	Volume:	View Volume
CMR & Nano Materials:	Manage CMR & Nano Materials	CMR & Nano Materials:	Manage CMR & Nano Materials
Actions:	View Details	Actions:	View Details

On the "Cosmetic Products Variants" page, you can view all the added products without taking any action by clicking on:

- View Ingredients
- View Size
- CMR & Nano materials to view details.

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Products Services

Add New Product

My Low Risk Devices

My Food Products

My Multi Products / Promotions

My Feed Products

My Cosmetic Products

My Cosmetic Variants

Mapping Cosmetic Products Nu...

My Kit Products

My Pesticide Product

My Marketing Authorizations

My Cosmetic Variants

Variant name in (English)

Variant name in (Arabic)

Country Of Manufacturing▼

Status▼

Brand Name

Barcode

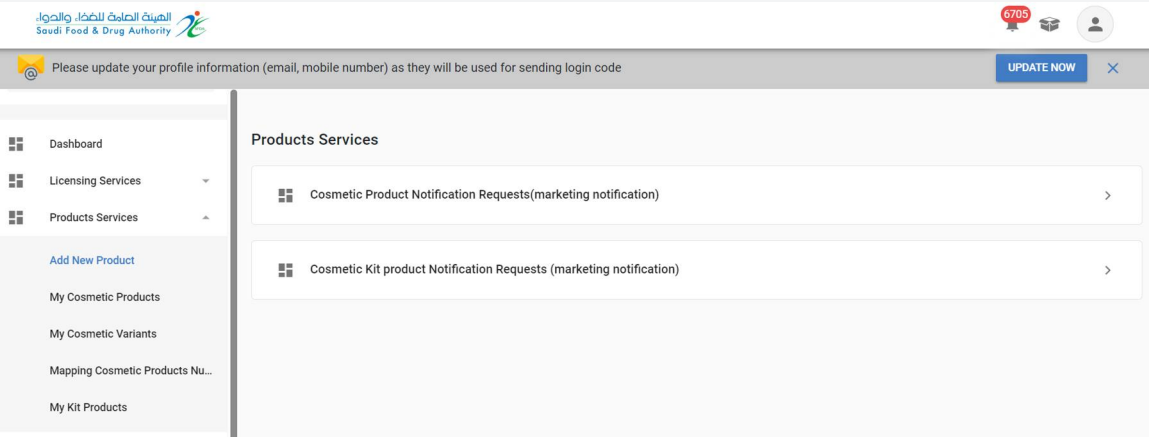
Variant name in (English):	test	Variant name in (Arabic):	اسم المنتج المختف	Country of Manufacturing:	Saudi Arabia
Status:	Approve	Status:	Canceled	Brand Name:	fad
Barcode:	12	Barcode:	123456789	Ingredients:	View Ingredients
Ingredients:	View Ingredients	Volume:	View Volume	CMR & Nano Materials:	Manage CMR & Nano Materials
Volume:	View Volume	Actions:	View Details		

6.3 Listing Cosmetic Product Kit (Marketing Notification)

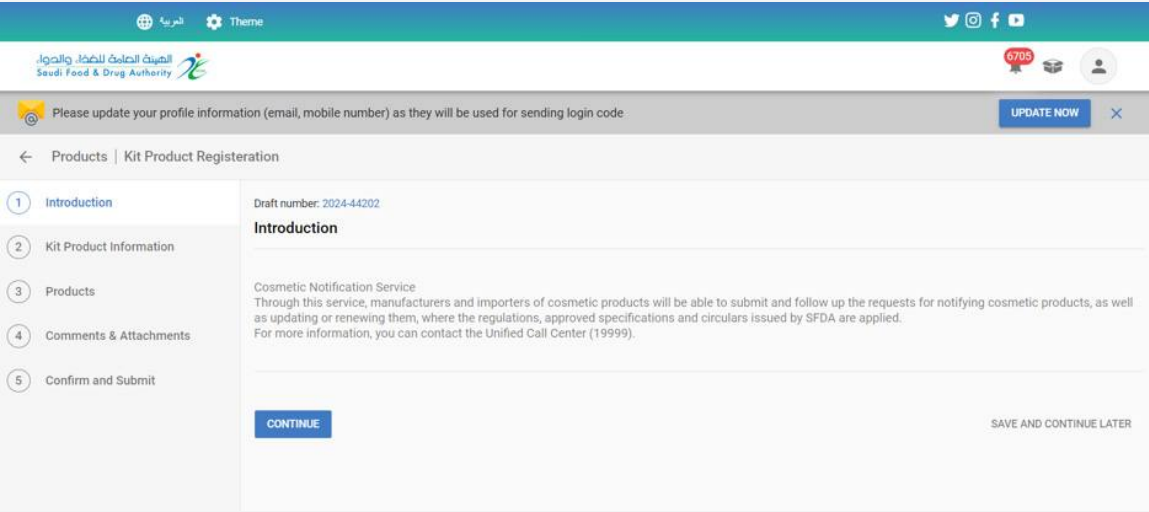
6.3.1 New Submission for Inclusion of Cosmetic Products Set (Marketing Notification)

To submit a new request to the SFDA for Listing A Cosmetic Products Kit (where the account must include the cosmetics field), follow these steps:

1. Product Services
2. Add New Product
3. Application for Cosmetic Products Kit (Marketing Notification)



When selecting "Application for Listing cosmetic product kit (Marketing Notification)," a page for submitting the application will appear. Start by filling out the required data in the application form and click "Continue" until you reach the final section "Confirm & Submit."



You can save the application for later by clicking on "Save for Later." Once the application is completed, you can access it on the "My Requests" page, where the status will be shown as "Incomplete Request." You can update the request by clicking on the "Update Request" action.

KIT Artwork*

Attach the supporting document

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

KIT Picture

Attach the supporting document

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

Purpose*

Packaging Country For The Kit*

BACK CONTINUE

SAVE AND CONTINUE LATER

After completing the data form and reaching the "Confirm & Submit" page, you must agree to the commitment statement, and then click "Submit."

2 KIT Product Information

3 Products

4 Comments & Attachments

5 Confirm and Submit

1. I undertake to ensure the validity of the data entered concerning the ingredients, its concentrations and roles.

2.1 pledge to be aware of all the technical standards, including (The Safety Requirements in Cosmetic Products GSO1943), and that the product complies with all safety requirements.

3.1 pledge that the product does not contain any band ingredient from the ingredients listed in Table 1 of GSO1943.

4.1 pledge that the product complies with all requirements concerning restricted ingredient listed in table 2, and coloring agents in table 3, preservatives in table 4 and UV-filters in table 5 of GSO1943.

5. We commit to list every ingredient of the product, as SFDA will determine later; SFDA will deactivate all products that are not in comply with this condition.

6.1 acknowledge the listing of the product does not guarantee the approval of its clearance, and the listing person has to verify the product conformity with the technical regulations, standards and circulars before importation. In case of non-compliance, product clearance will be rejected and the importer shall be subject to the violation.

7.1 pledge to obtain a license for cosmetic products warehouse from the SFDA prior to importation, and I acknowledge that the exception is only allowed for the following cases:

7.1. Direct supply to the listing person's point of sale.

7.2. Direct supply for guest houses, hotels and hospitals.

☐ I Agree on terms and conditions

BACK SUBMIT

SAVE AND CONTINUE LATER

You will receive an "Application Number" after submitting your request.

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Saudi Food & Drug Authority

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Products | Cosmetics Product Registration

1 Introduction

2 Core Details

3 Manufacturer Location

4 Manufacturer Information

5 Variant Information

6 Comments & Attachments

7 Confirm & Submit

Confirm & Submit

Your request has been sent for processing

Request Number: 2024-8735

Account Dashboard | My Requests

6.3.2 Submission of Update A Listed cosmetic products kit (Marketing Notification)

To submit an update request to the General Authority for Food and Drug Administration for A Listed cosmetic products kit , select "Product Services." Upon clicking on "My Kits," you will see the approved products, and you can obtain the license using search engines.

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Saudi Food & Drug Authority

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Dashboard

Licensing Services

Products Services

Add New Product

My Cosmetic Products

My Cosmetic Variants

Mapping Cosmetic Products Nu...

My Kit Products

Importing Services

Customs Broker

My Bills

Account's Requests

My Profile

My Kit Products

ID

Product Name

Calendar Type

Gregorian

Notification Date

ID: KN-0323-456-0647

Kit Name: mima

Kit Barcode: 24234234

Status: Active

Actions: ACTIONS

ID: KN-0323-456-0648

Kit Name: shake

Kit Barcode: 1231231321

Status: Active

Actions: ACTIONS

ID: KN-0323-456-0649

Kit Name: samer14 pro max SS

Kit Barcode: 1222

Status: Active

Actions: ACTIONS

ID: KN-0323-456-0652

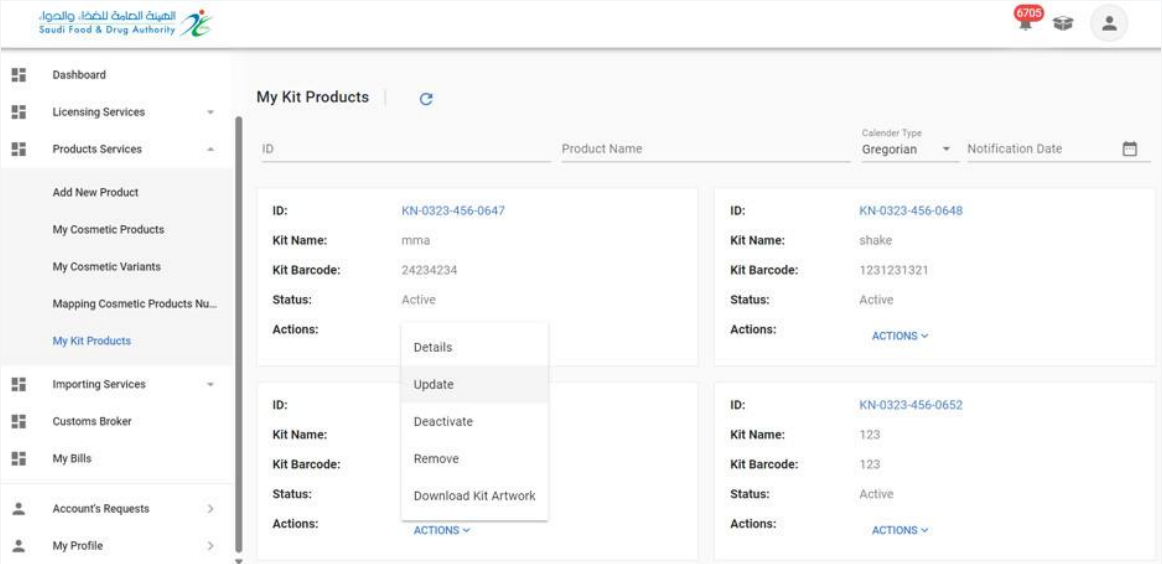
Kit Name: 123

Kit Barcode: 123

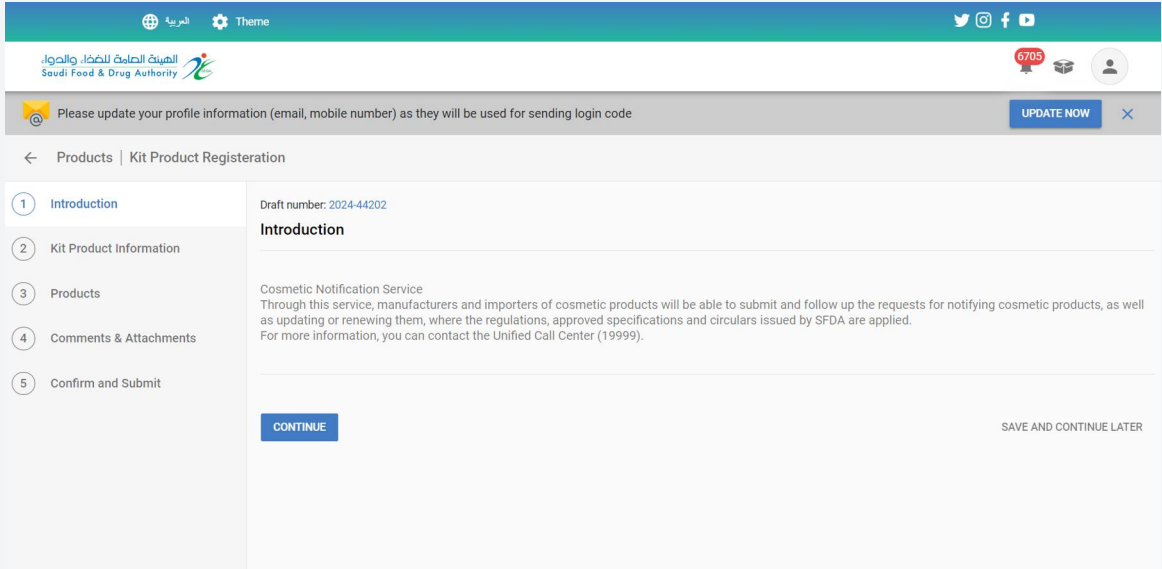
Status: Active

Actions: ACTIONS

When submitting an update request for product data: click on " actions," then select "Update."



Update the required data and click "Continue" until you reach the final section "Confirm & Submit."



After completing the data form and reaching the "Confirm & Submit" page, you must agree to the commitment statement,

2

Products

3

Comments & Attachments

4

Confirm and Submit

Confirm and Submit

1. I undertake to ensure the validity of the data entered concerning the ingredients, its concentrations and roles.

2.I pledge to be aware of all the technical standards, including (The Safety Requirements in Cosmetic Products GSO1943), and that the product complies with all safety requirements.

3.I pledge that the product does not contain any band ingredient from the ingredients listed in Table 1 of GSO1943.

4.I pledge that the product complies with all requirements concerning restricted ingredient listed in table 2, and coloring agents in table 3, preservatives in table 4 and UV-filters in table 5 of GSO1943.

5.We commit to list every ingredient of the product, as SFDA will determine later; SFDA will deactivate all products that are not in comply with this condition.

6.I acknowledge the listing of the product does not guarantee the approval of its clearance, and the listing person has to verify the product conformity with the technical regulations, standards and circulars before importation. In case of non-compliance, product clearance will be rejected and the importer shall be subject to the violation.

7.I pledge to obtain a license for cosmetic products warehouse from the SFDA prior to importation, and I acknowledge that the exception is only allowed for the following cases:

7.1. Direct supply to the listing person's point of sale.

7.2. Direct supply for guest houses, hotels and hospitals.

☒ I Agree on terms and conditions

You will receive an "application number" after submitting your request.

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Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Products | Cosmetics Product Registration

1

Introduction

2

Core Details

3

Manufacturer Location

4

Manufacturer Information

5

Variant Information

6

Comments & Attachments

7

Confirm & Submit

Confirm & Submit

Your request has been sent for processing

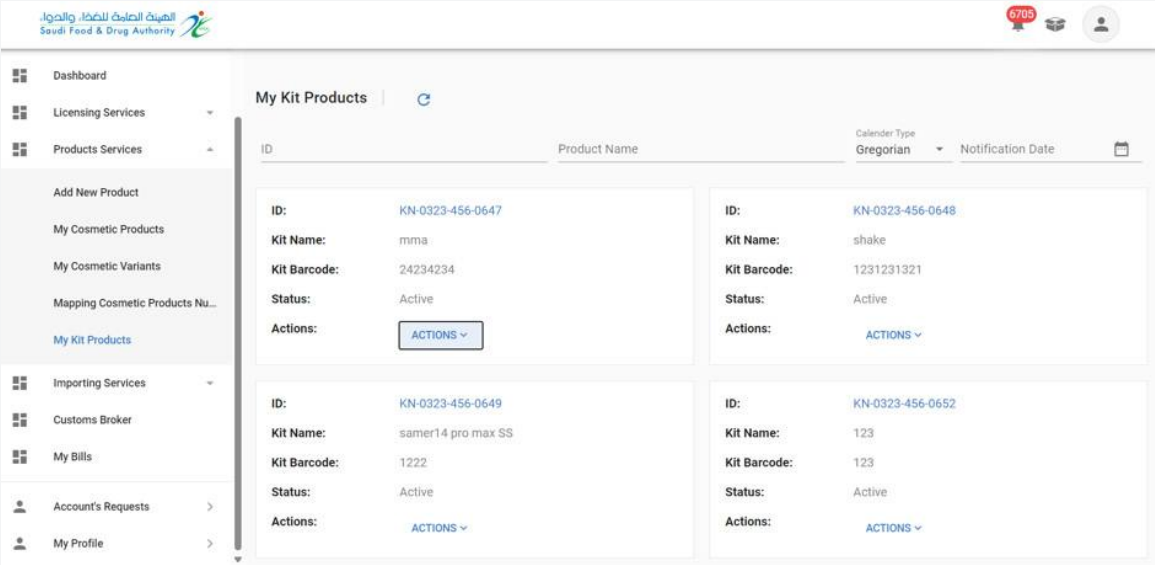
Request Number:

2024-8735

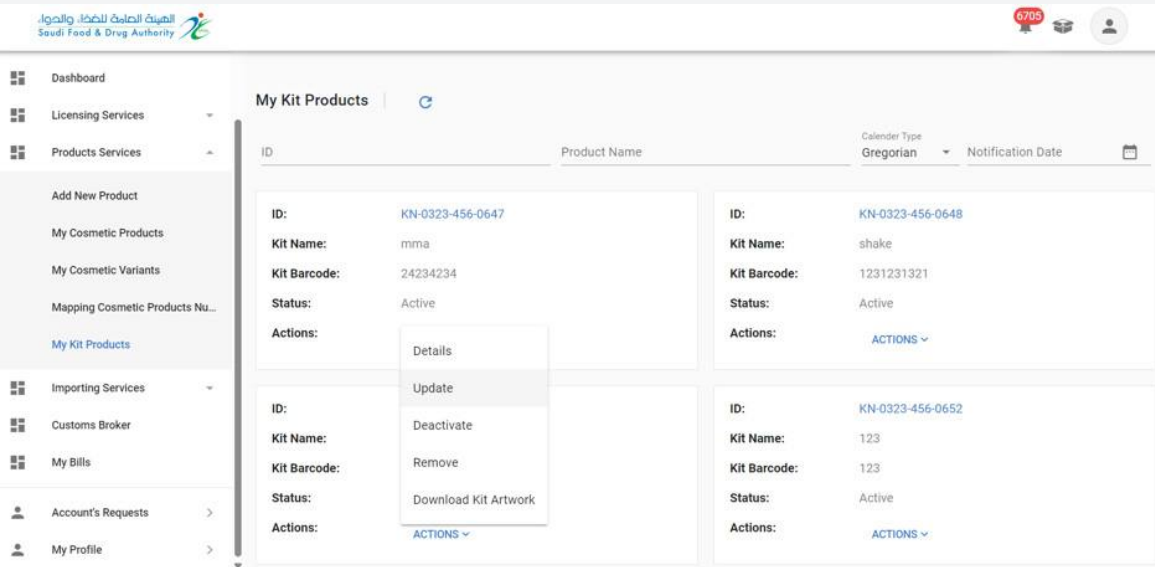
Account Dashboard | My Requests

6.3.3 Submission of Suspension for Deactivate a listed cosmetic product kit (Marketing Notification)

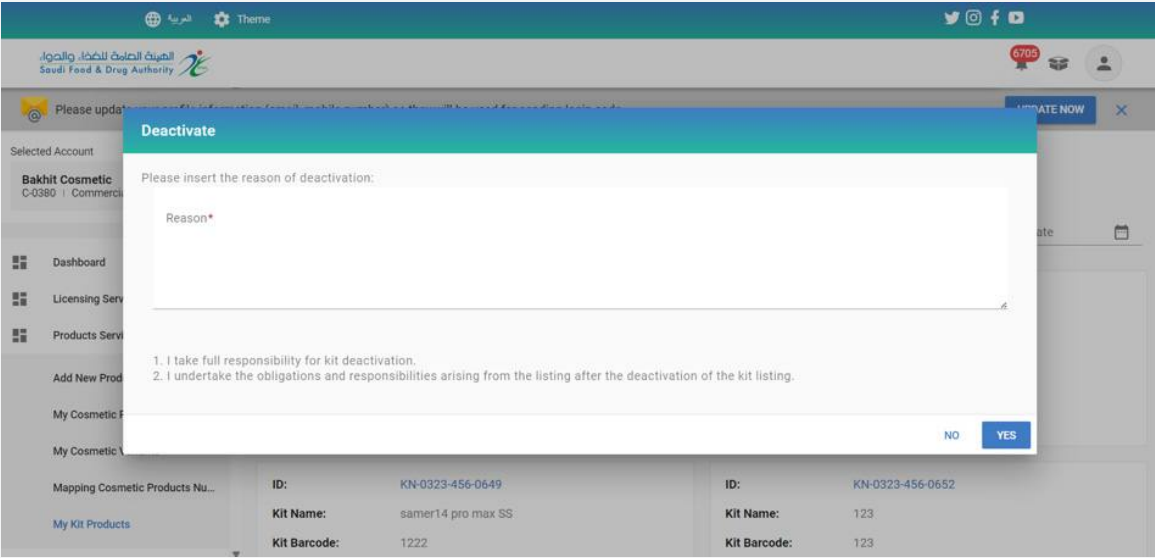
To submit a request to Deactivate a listed cosmetic product kit, select "Product Services." Upon clicking on "Cosmetic Products," you will see the approved products, and you can obtain the product using search engines.



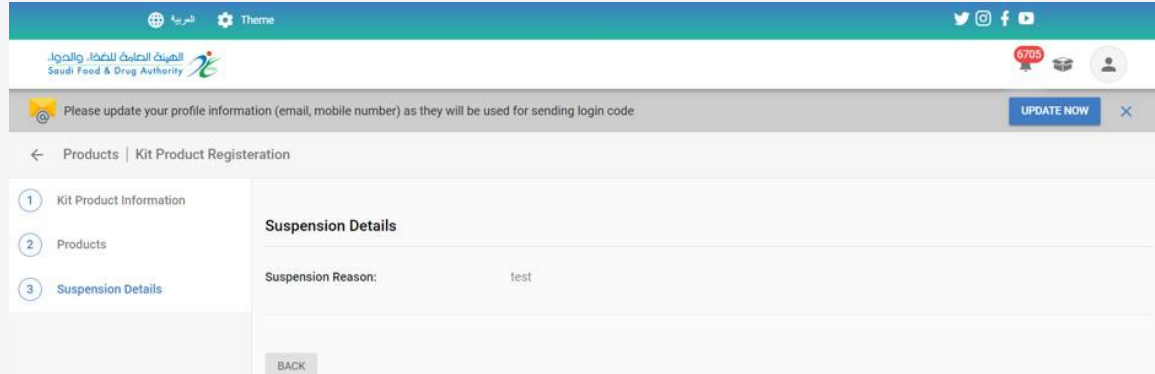
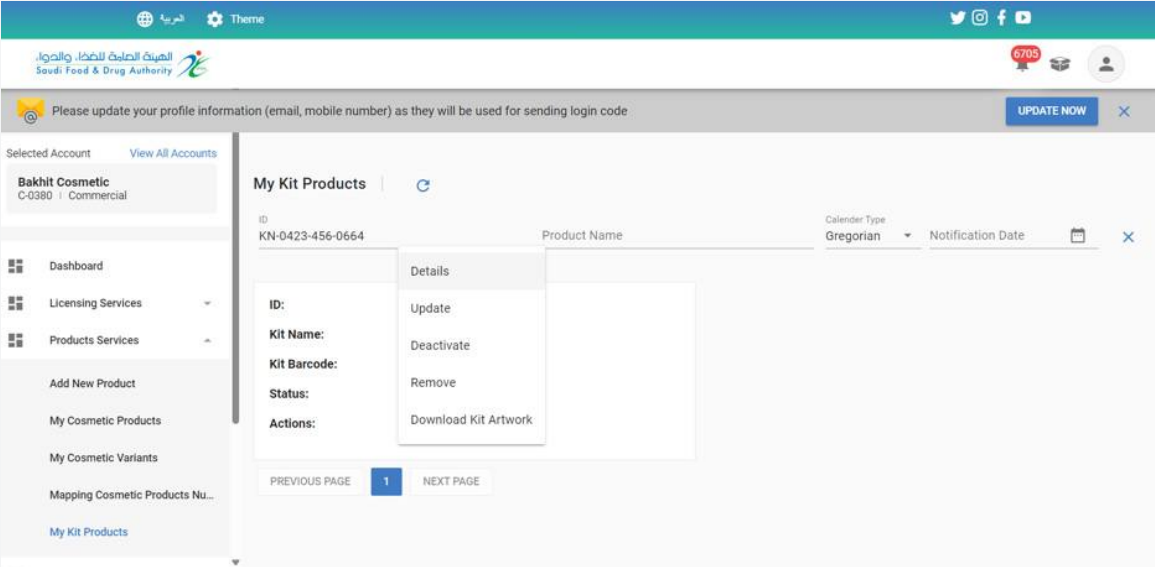
When submitting a request to Deactivate a product: Click on " Actions," then select " Deactivate."



When you click on "Deactivate" a window will appear asking you to enter the reason for Deactivatingthe product inclusion. Press "Yes" to confirm.

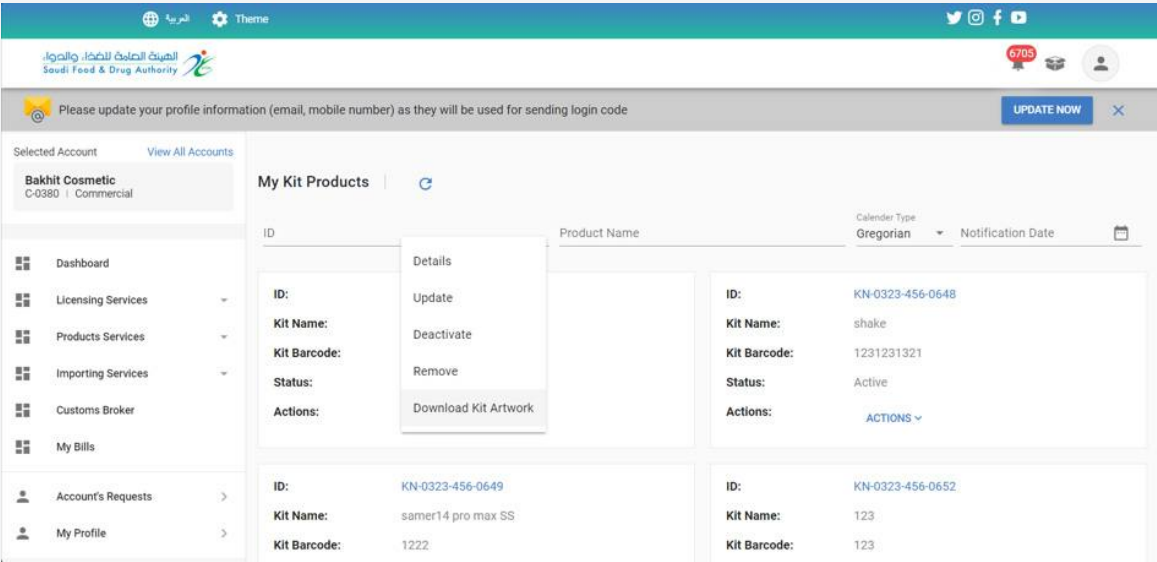


The comment details appear by clicking on "Details" on the final page under "Reason for Suspension."



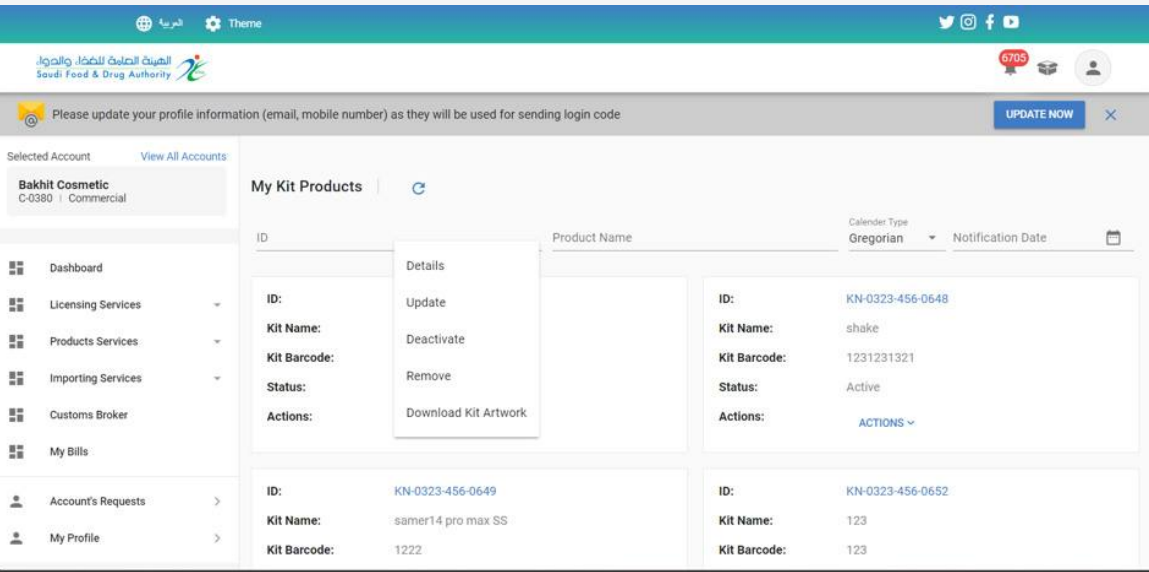
6.3.4 Downloading Kit Label

You can view the label of a cosmetic product Kit by clicking on "Actions" and selecting "Download Kit Label."

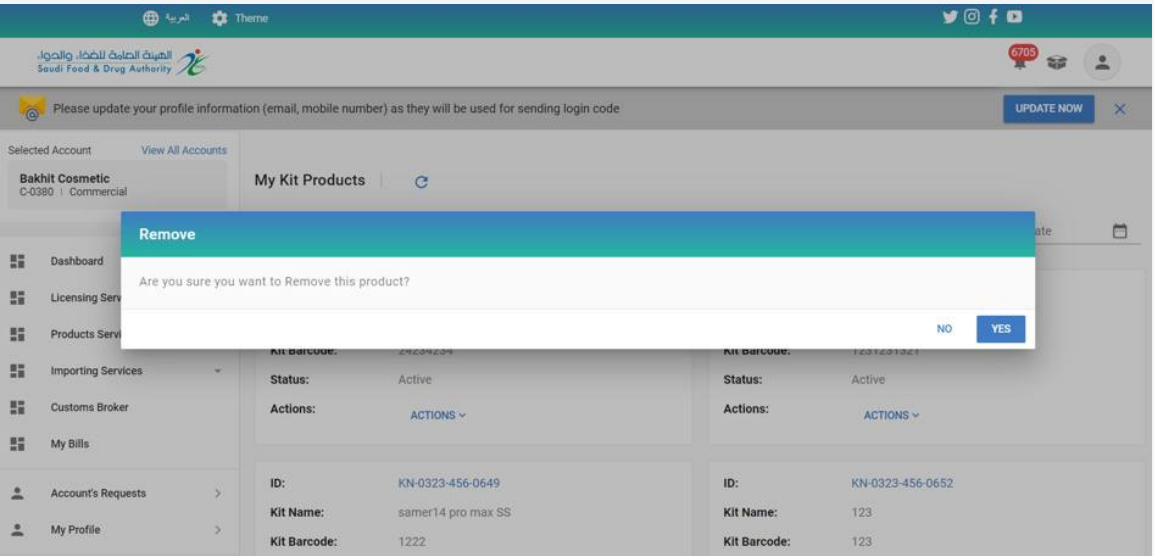


6.3.5 Removing My Cosmetic Product Kit

You can remove the product set by clicking on the "Remove" action on the "My Cosmetic Product Kit" page



When removing the Kit, a confirmation window will appear to confirm the removal of this Kit.

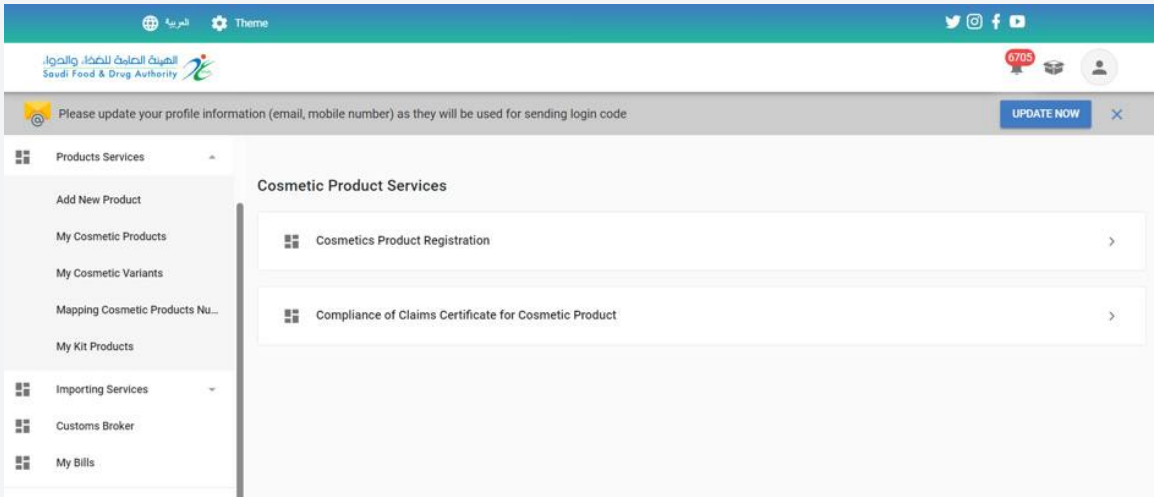


6.4 Request for Compliance Certificate for Cosmetic Product Claims

6.4.1 Submitting a new request for Compliance Certificate for Cosmetic Product Claims

To submit a new request to the General Authority for Food and Drug Administration for a certificate of compliance for cosmetic product claims (where the account must include the cosmetics field), follow these steps:

1. Product Services
2. Add New Product
3. List Cosmetic Products
4. Compliance Certificate for Cosmetic Product Claims



When selecting “Compliance Certificate for Cosmetic Product Claims” a page for submitting the application will appear. Start by filling out the required data in the application form and click "Continue" until you reach the final section "Commitments."

The screenshot shows the 'Introduction' section of the 'Cosmetic License' application form. On the left is a vertical sidebar with 10 numbered steps: 1. Introduction (selected), 2. Notifying Information, 3. Manufacturer Information, 4. Product Information, 5. Address and Location, 6. Communication Information, 7. Attachments, 8. Payment Information, 9. Comments & Attachments, and 10. Commitments. The main content area is titled 'Introduction' and contains a paragraph about the 'Claims evaluation service' and an optional service for claim conformity certificates. At the bottom of the main area are two buttons: 'CONTINUE' (blue) and 'CANCEL' (red).

You can save the application for later by clicking on "Save for Later." Once the application is completed, you can access it on the "My Requests" page, where the status will be shown as "Incomplete Request." You can update the request by clicking on the "Update Request" action.

The screenshot shows the 'Notifying Information' section of the 'Cosmetic License' application form. The sidebar on the left is the same as in the previous screenshot, but step 2, 'Notifying Information', is now selected. The main content area is titled 'Notifying Information' and displays a 'Draft number: 2024-8738'. Below this, there are four fields: 'CR Number' (7016928785), 'Arabic CR Name' (مؤسسة اوراق التجارية), 'CR Issuance Date' (24/02/2020), and 'CR Expiry Date' (12/01/2025). At the bottom of the main area are three buttons: 'BACK' (gray), 'CONTINUE' (blue), and 'SAVE AND CONTINUE LATER' (gray). A red 'CANCEL' button is also visible on the right side.

After completing the data form and reaching the "Commitments" page, you must agree to the commitments, then click "Submit."

The screenshot shows the 'Commitments' step of the application process on the Saudi Food & Drug Authority (SFDA) portal. The left sidebar lists steps 2 through 10, with 'Commitments' selected. The main content area is titled 'Commitments' and contains several bullet points of commitments. At the bottom, there is a checkbox for 'I agree on the declaration terms and conditions' and buttons for 'BACK', 'SUBMIT', 'SAVE AND CONTINUE LATER', and 'CANCEL'.

Commitments

- I commit that all provided data in the application are correct and accurate.
- I commit that the product attached to this application is in conformity with the cosmetics law, regulation and circulars, and I pledge to adhere by any future regulations issued by SFDA.
- I commit to be fully responsible for any cases brought by the consumer or any compensations judged, and that the SFDA is not responsible for any compensation related to the safety of the cosmetic product.
- I commit not to use this certificate for products other than those presented in the application. If otherwise, I acknowledge committing forgery in the documents and bear the consequent legal penalty.
- I commit not to use this certificate for advertisement or marketing purposes.
- I commit not to request a refund after starting evaluation process.

☐ I agree on the declaration terms and conditions

BACK SUBMIT SAVE AND CONTINUE LATER CANCEL

You will receive an "application number" after submitting your request.

The screenshot shows the 'Licensing | Cosmetic License' page on the Saudi Food & Drug Authority (SFDA) portal. The left sidebar lists steps 1 through 10, with 'Licensing' selected. The main content area displays a message: 'Your request has been sent for processing'. Below this, there is a box showing 'Request Number: 2024-8738'. At the bottom, there are links for 'Account Dashboard' and 'My Requests'.

Please update your profile information (email, mobile number) as they will be used for sending login code

UPDATE NOW

Licensing | Cosmetic License

1 Introduction

2 Notifying Information

3 Manufacturer Information

4 Product Information

5 Address and Location

6 Communication Information

7 Attachments

8 Payment Information

9 Comments & Attachments

10 Commitments

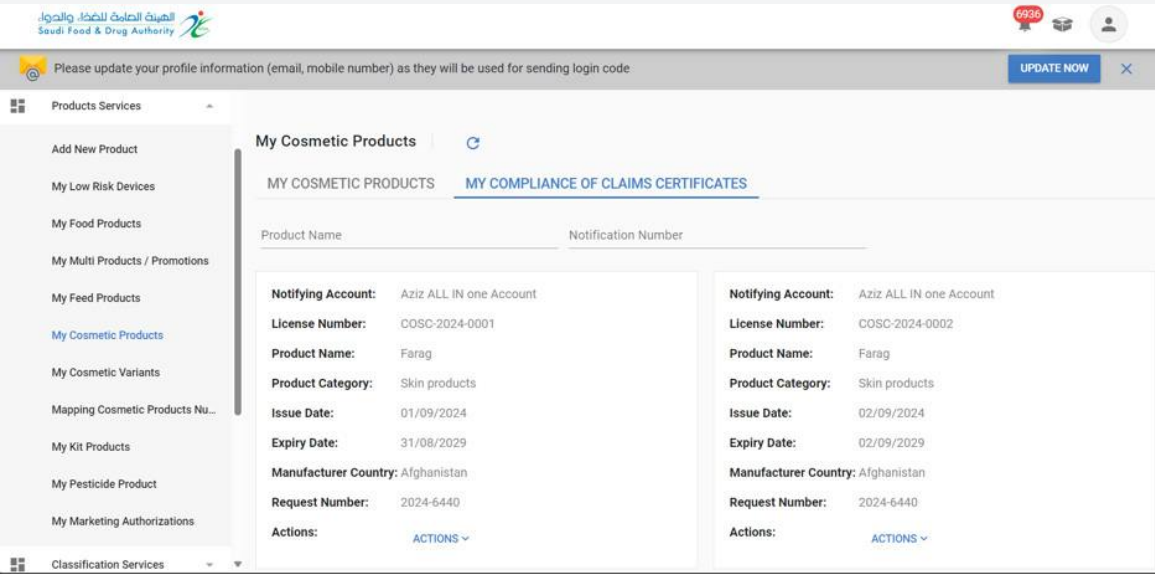
Your request has been sent for processing

Request Number: 2024-8738

Account Dashboard | My Requests

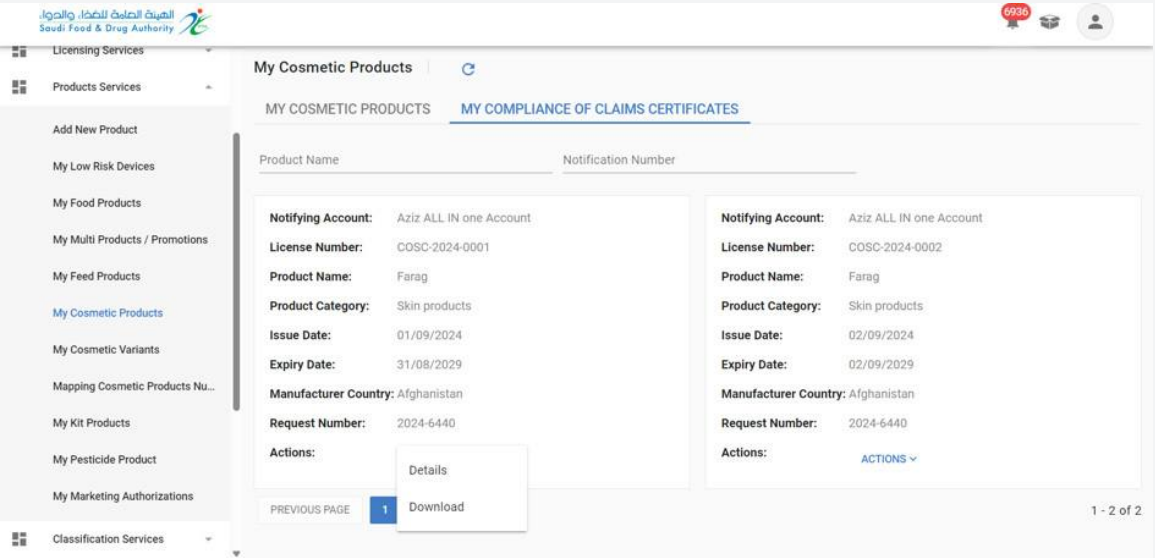
6.4.2 Accessing the Compliance Certificate for Cosmetic Product Claims

To access the certificates for compliance with cosmetic product claims, select "Product Services." Upon clicking on "Cosmetic Products," you will see the approved certificates, and you can obtain the certificate using search engines



6.4.3 Downloading Compliance Certificate for Cosmetic Product Claims

You can view the Compliance Certificate for Cosmetic Product Claims by clicking on “Actions” and selecting "Download."



6.4.4 Details of Compliance Certificate for Cosmetic Product Claims

You can view the details of the certificate of compliance for the cosmetic product claims by clicking on " Actions " and selecting "Details."

