

## External User Guide

### Licensing of a Pharmaceutical Facility (Final Approval)

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## 1. Service Overview

Permits the facility to provide products and distribute pharmaceutical products, Pharmaceutical supplies, or import in the UAE after final approval.

This service can be initiated by facility owners of government, a semi-government or private pharmaceutical establishment which includes pharmacies, pharmaceutical stores and pharmaceutical stores for re-exports, who have obtained the initial approval letter and fulfil the staff criteria respective to the facility type chosen in the license.

## 2. Service Channel



Website

## 3. Service Target Audience



Facility

## 4. Service Outputs



**Final Pharmaceutical Establishment License**

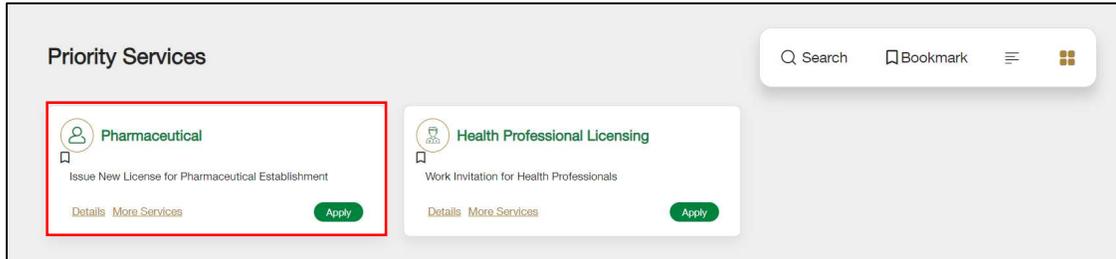
## 5. Service Prerequisites



## 6. Submit Service Request

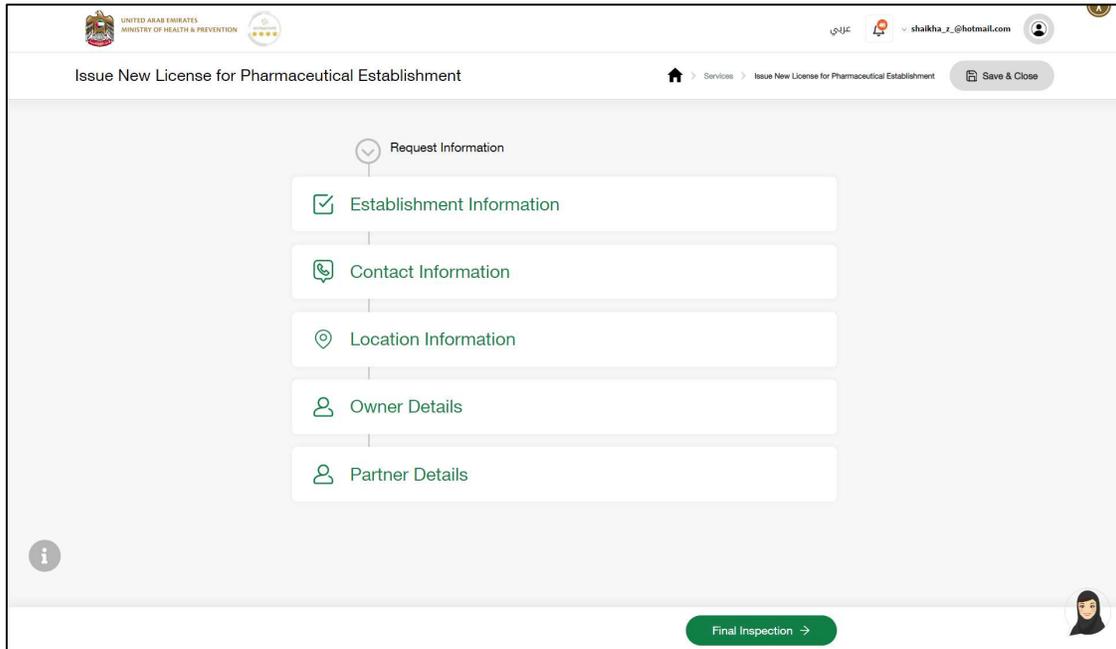
### 6.1 Final Inspection

Open the form from the services list

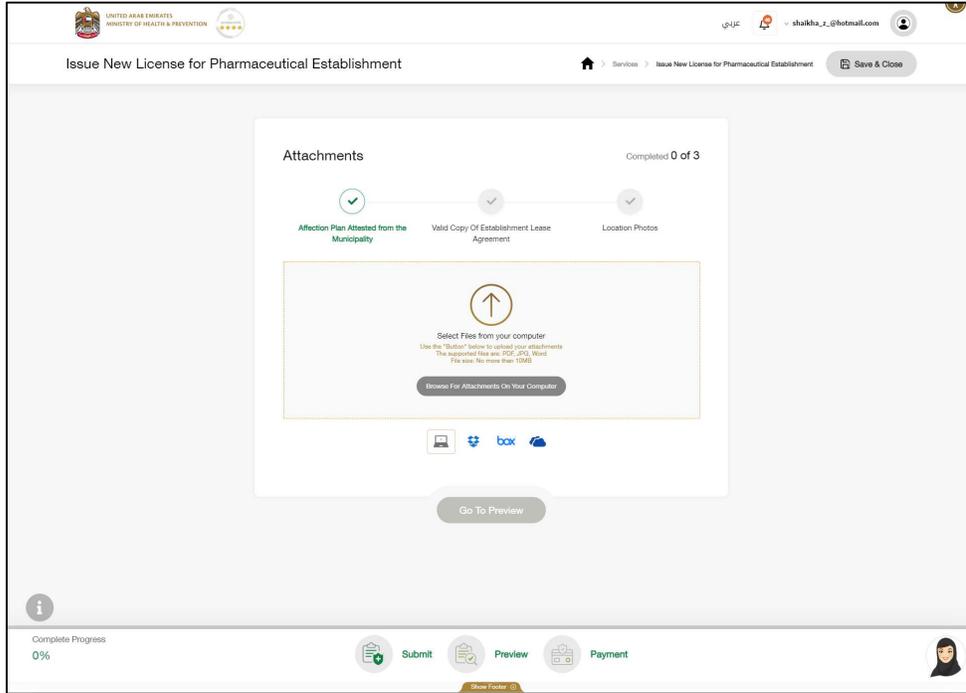


Click on the “Apply” button.

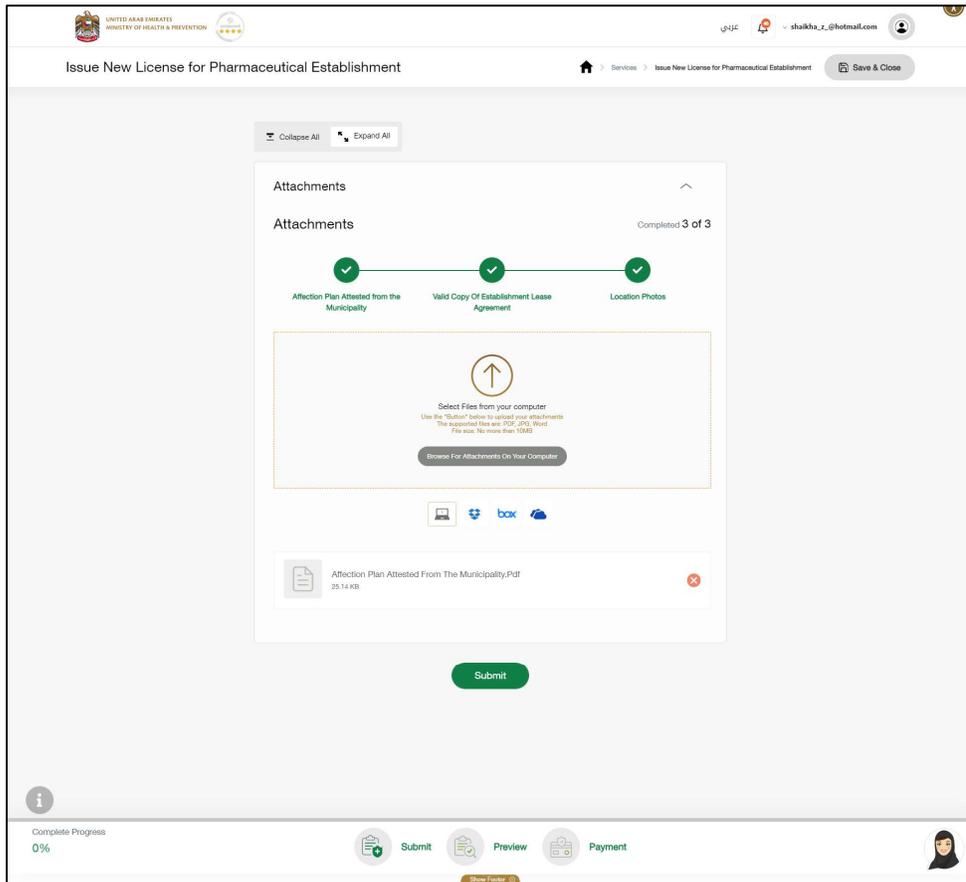
Start the application process by reviewing your details and clicking on “Final Inspection”

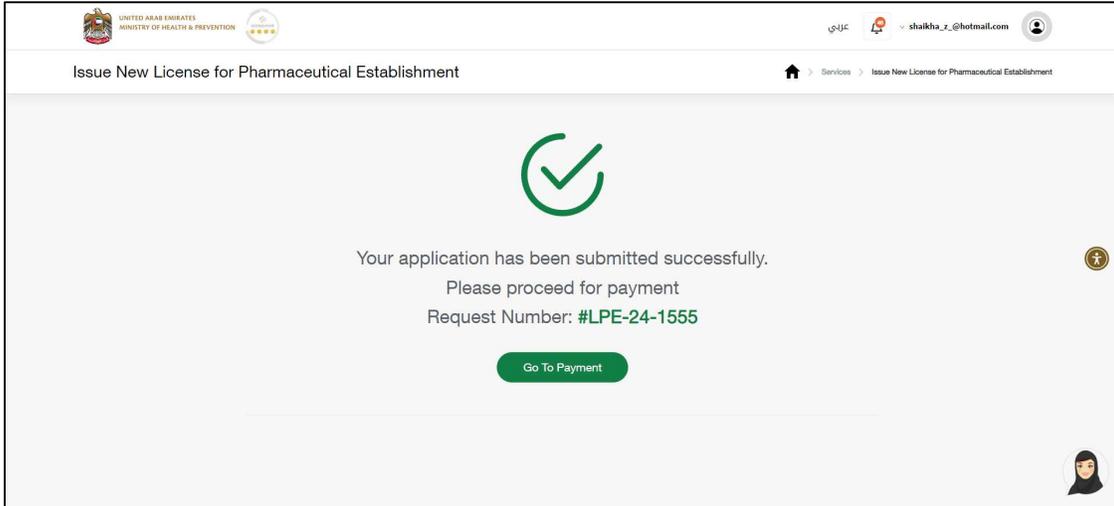


### Upload the required document(s)



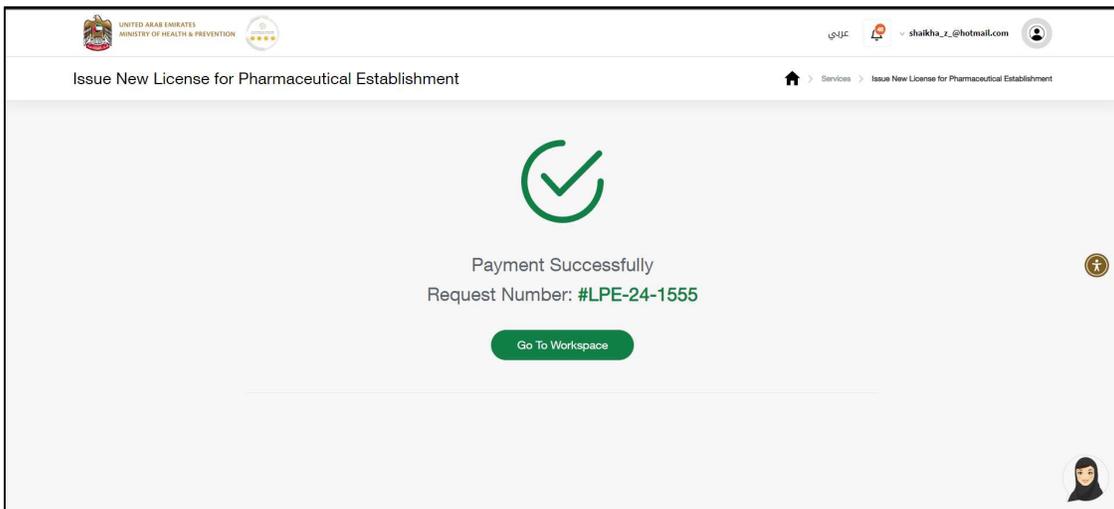
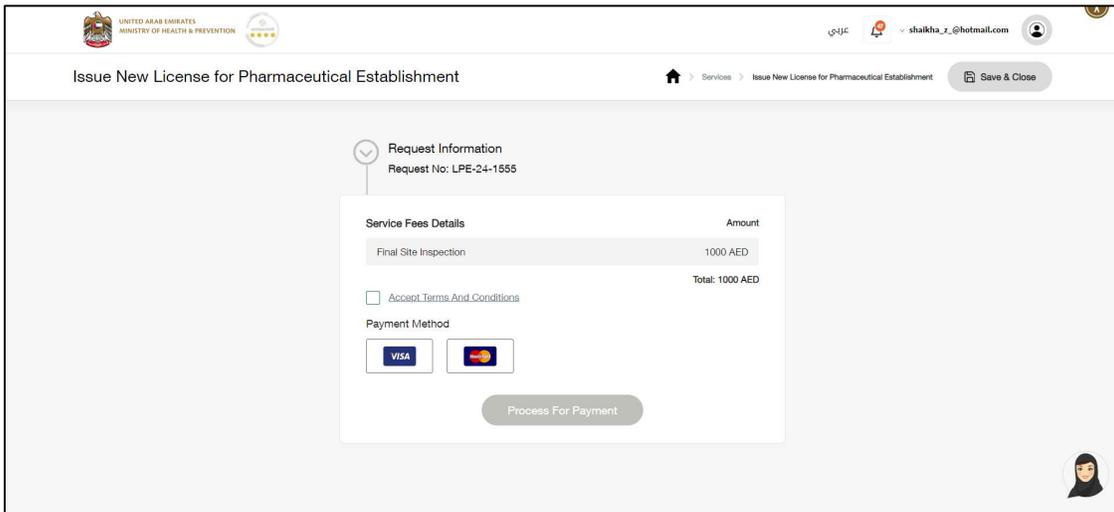
### Preview the attached documents before submitting the request.





Confirmation that your request has been successfully submitted.

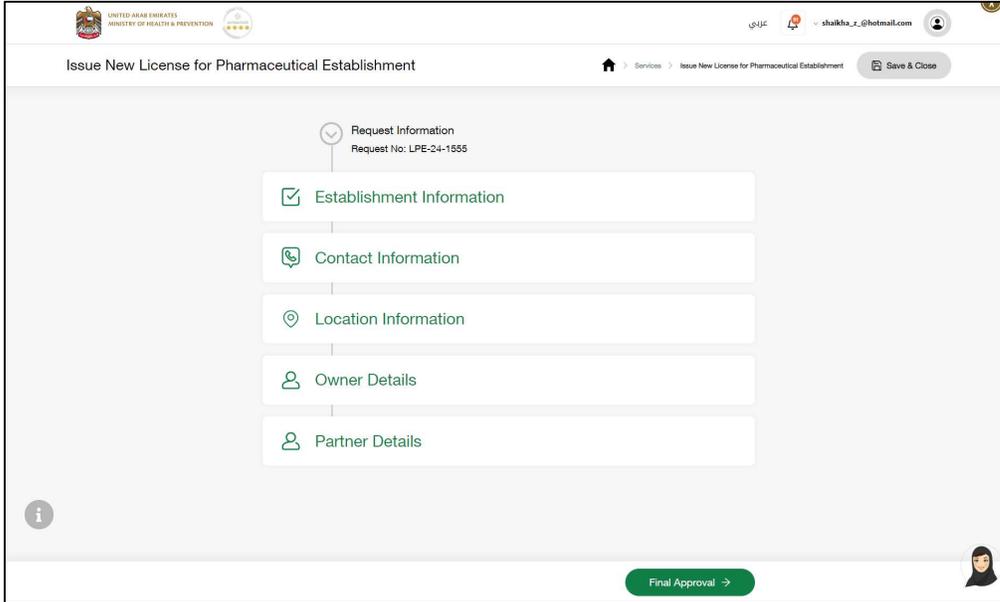
Make the payment for the inspection fee.



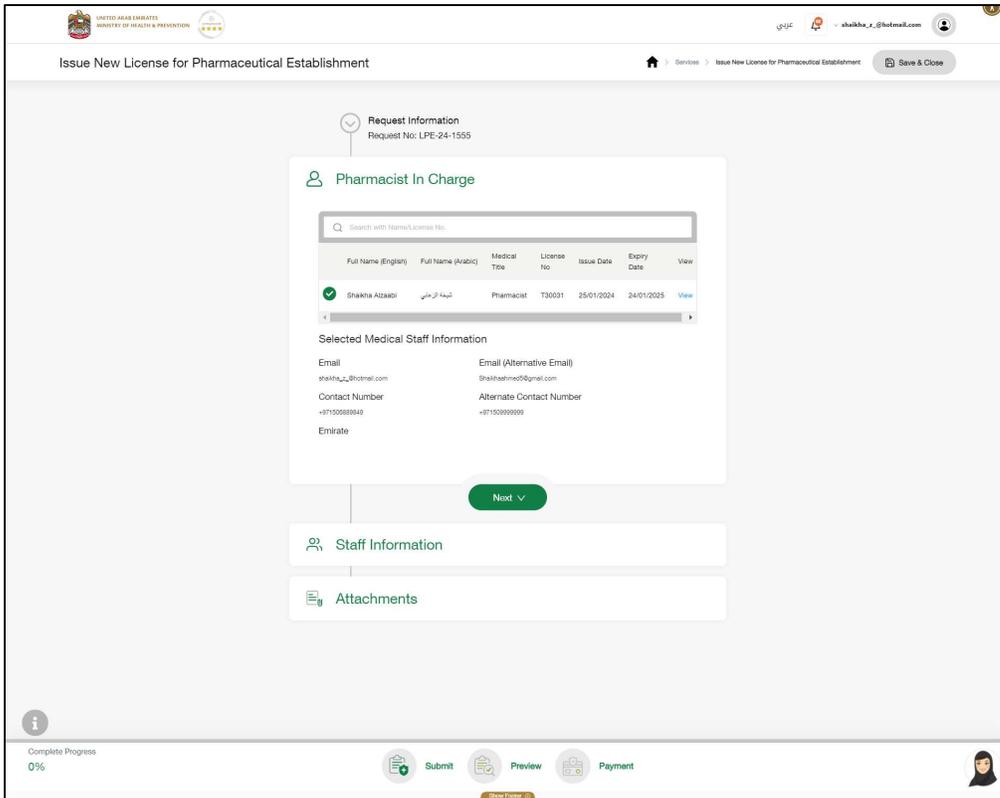
A confirmation for successful completion of payment.

## 6.2 Final Approval

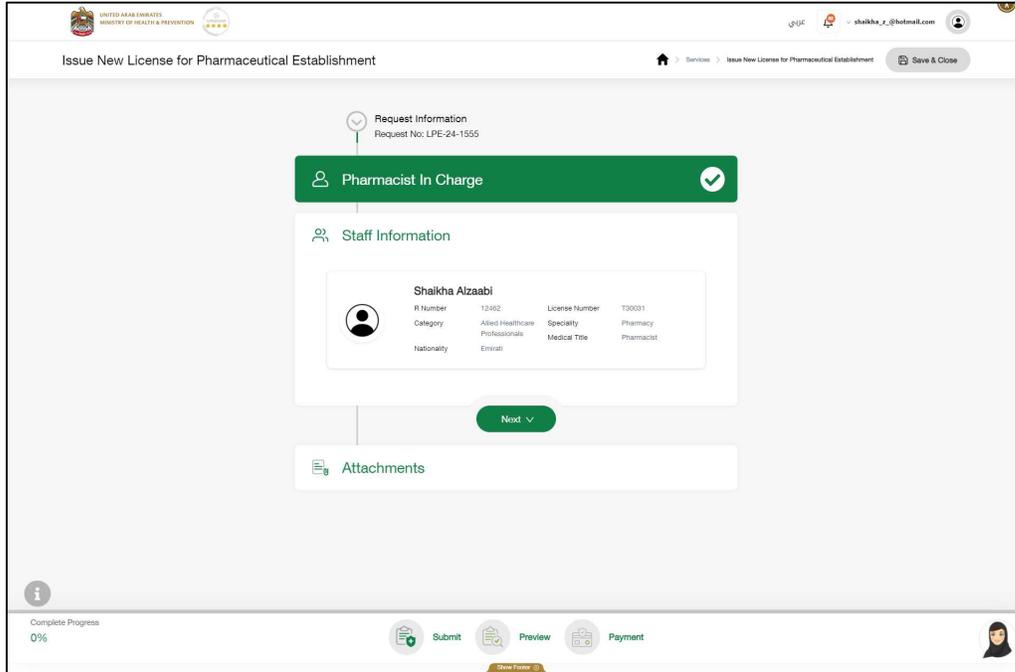
Submit Final approval request for the pharmaceutical establishment.



Review your details and click on the “Final Approval” button.

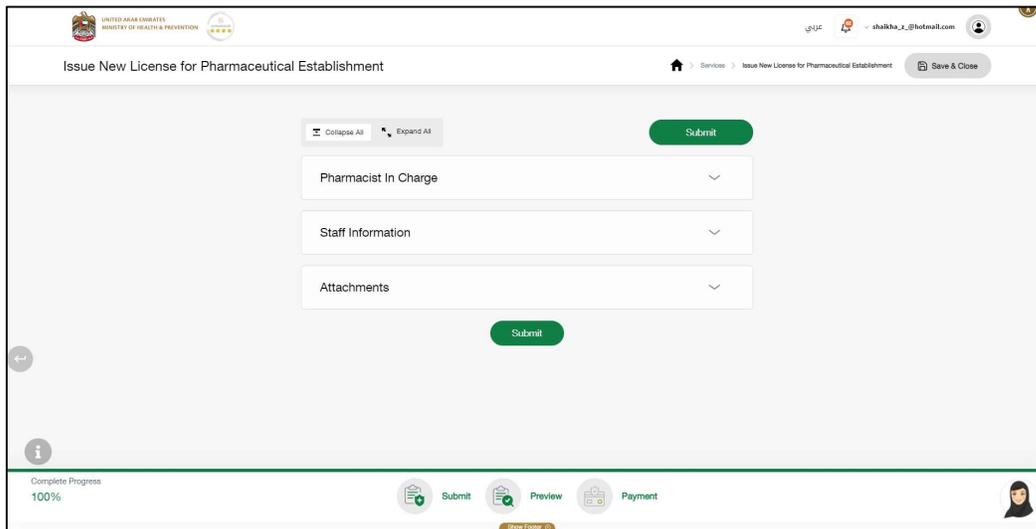
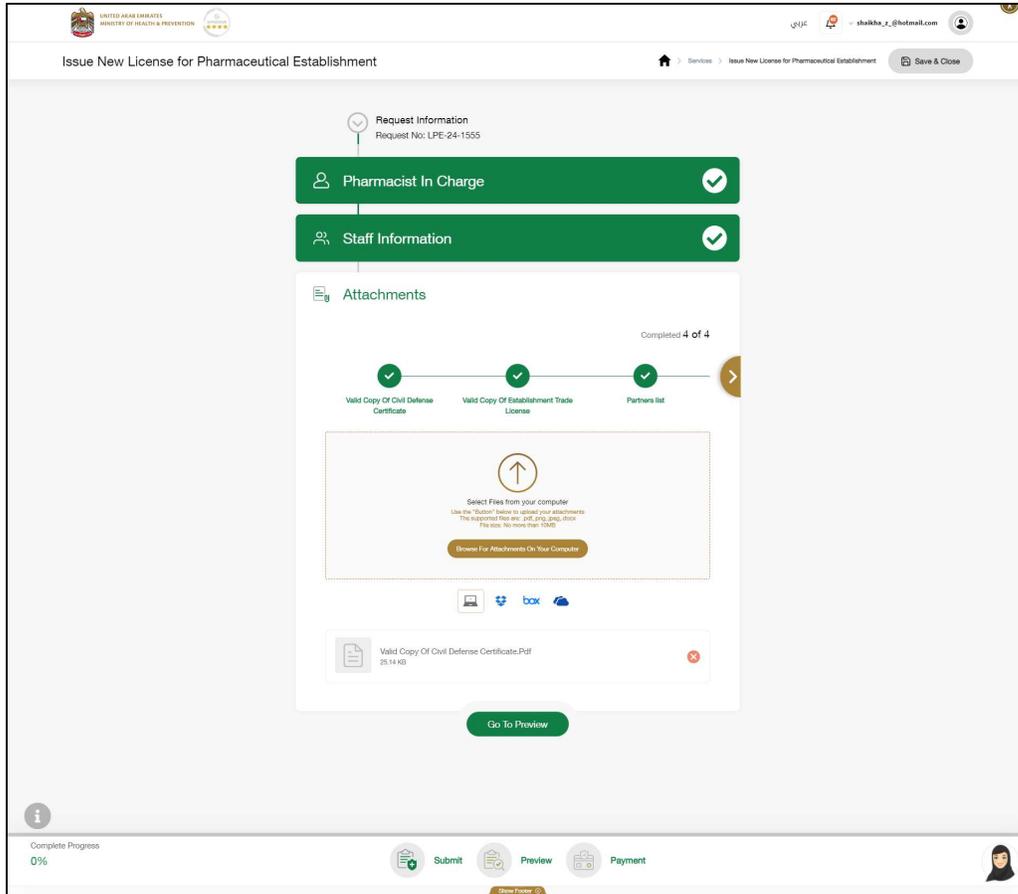


Select the pharmacist who will be in charge.

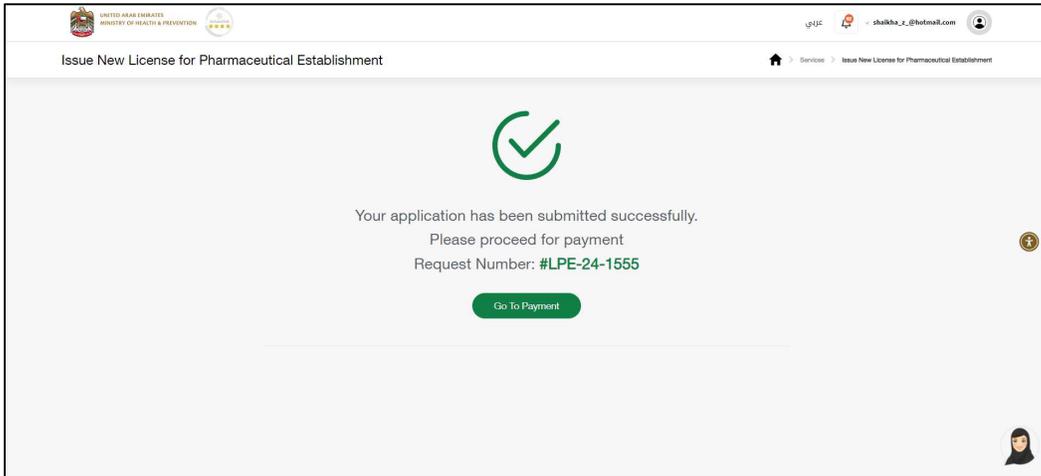


Review the staff information.

### Upload the required document(s)

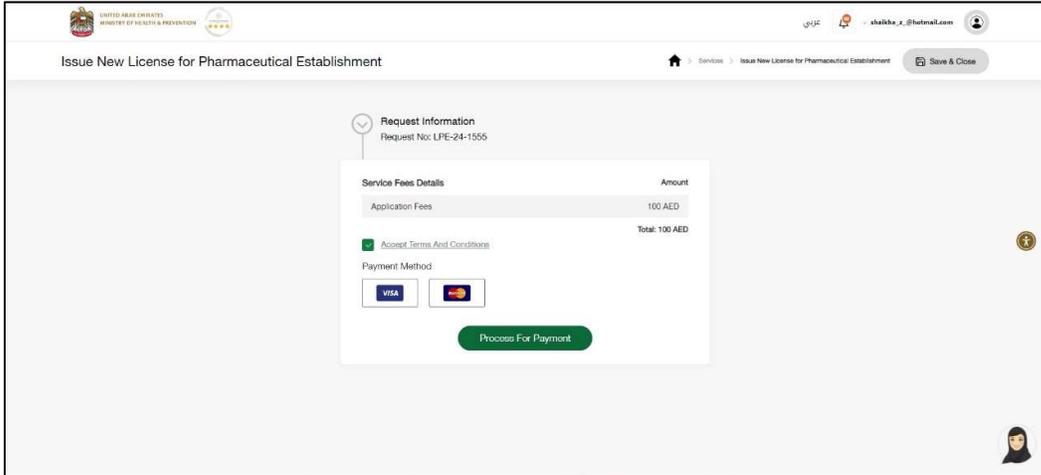


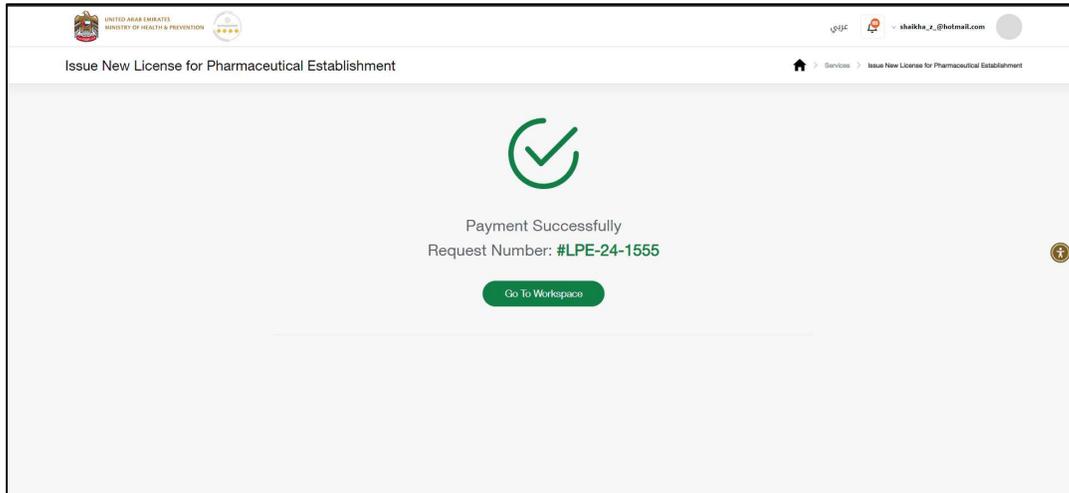
Preview the details before submitting the request.



Confirmation that your request has been successfully submitted and you can proceed with the payment.

### Make the payment for the application fee



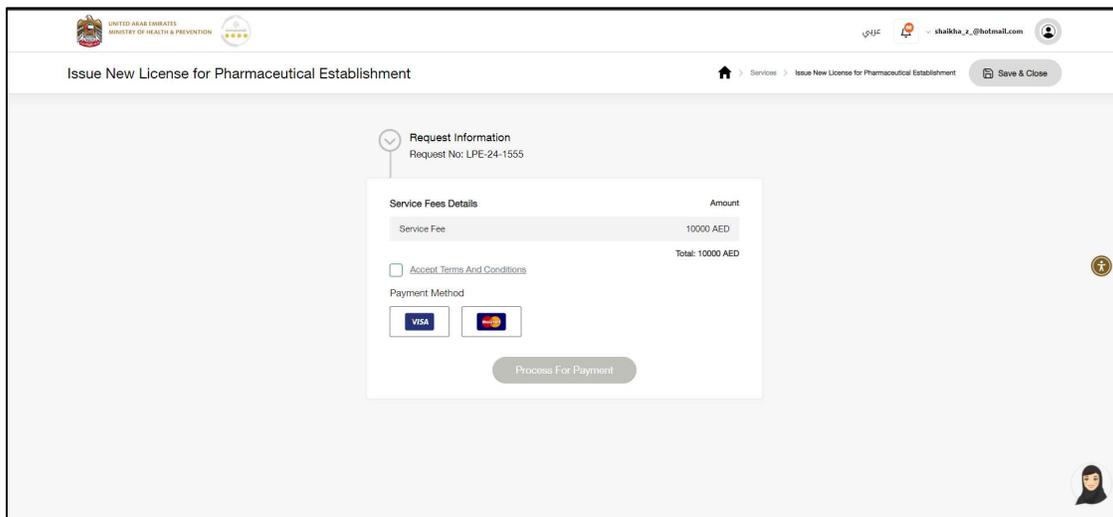


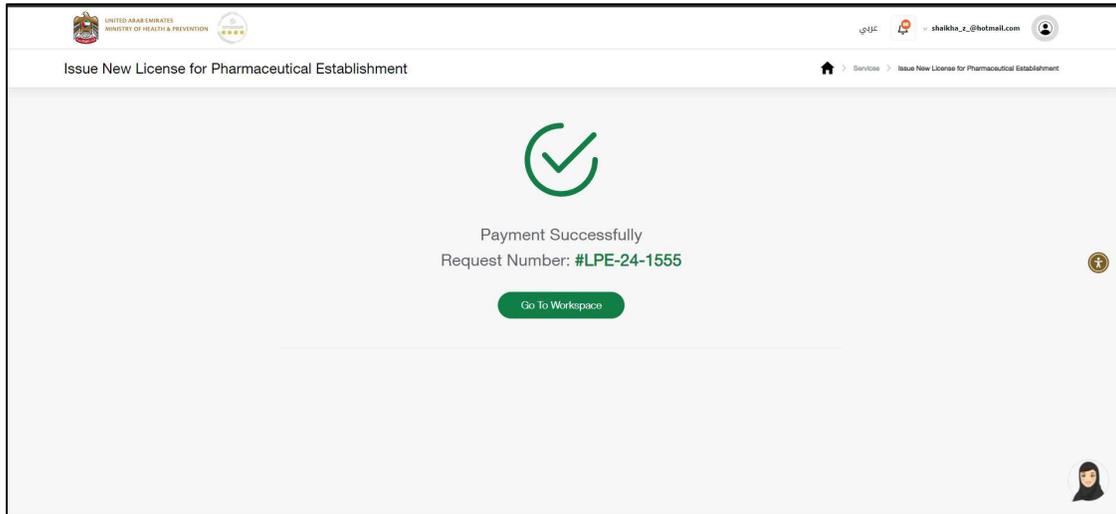
A confirmation for successful completion of payment.

### Make the payment for the service fee

Once approved, the applicant is required to pay a service fee to download the final approval certificate.

Request No.	Application No.	Service Name	Status	Submission Date	Action
LPE-24-1555	LPE-24-1555-2	Issue New License for Pharmaceutical Establishment	Pending Payment	25/01/2024	<a href="#">View Details</a>





A confirmation for successful completion of payment.

Download the approval letter(s) or certificates  
you can download the certificate from the 'My Certificate' section.

