

External User Guide

Modifying of Pharmaceutical Facility License

1. Service Overview

Enables pharmaceutical establishment to obtain necessary approvals to add area extensions of the establishment.

2. Service Channel



Website

3. Service Target Audience



Facility

4. Service Prerequisites

1

Facility must have a valid license for 3 months.

2

Area extension of pharmaceutical facilities can be done only after obtaining the final approval of the site plan from MOHAP engineers.

3

Only the building number in the establishment details could be changed in this request.

4

15 days will be given to complete payment of service fees after which the application will be deactivated and auto cancelled.

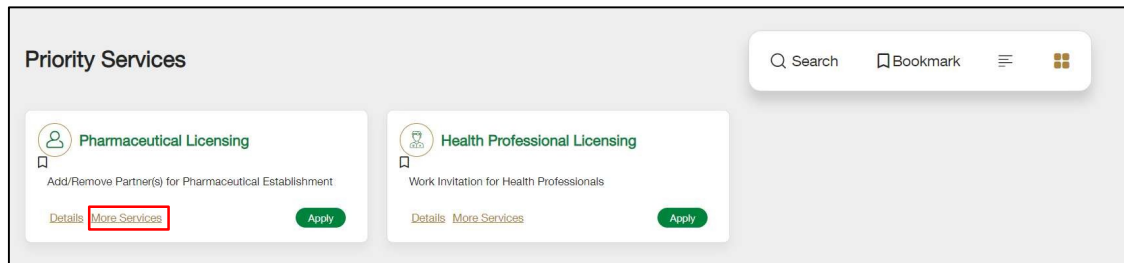
5. Service Outputs



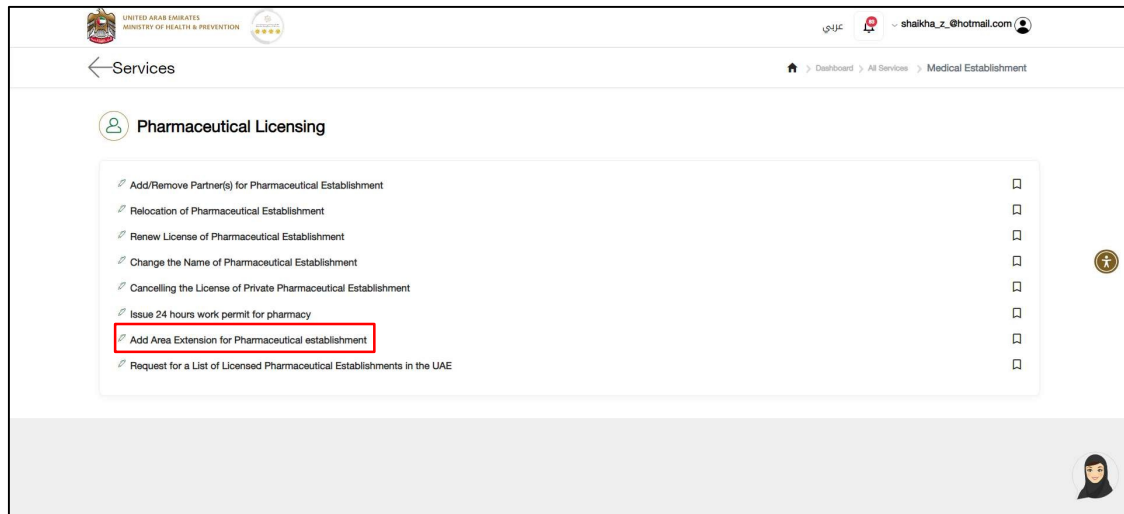
Attested Croak Plan.

6. Submit Service Request

Open the form from the services list



Click on the “More Services”



Clicks on the apply for “Add Area Extension for Pharmaceutical establishment” button.

Start the application process by reviewing your details and clicking on “Add area extension for pharmaceutical establishment”

The screenshot shows a web application interface for adding an area extension for a pharmaceutical establishment. The header includes the United Arab Emirates Ministry of Health & Prevention logo and the user's email address, shukha_x@hotmail.com. The main content area is titled "Add area extension for pharmaceutical establishment" and features a list of expandable sections: Establishment Information, Contact Information, Location Information, Owner Details, and Partner Details. Each section has a dropdown arrow. At the bottom, there is a green button labeled "Add area extension for pharmaceutical establishment ->".

Fill in the reason of requesting an area extension and self-evaluation

UNITED ARAB EMIRATES
MINISTRY OF HEALTH & PREVENTION

العربي shakhe_r@hotmail.com

Add area extension for pharmaceutical establishment

Request Information

Reason for Area Extension

Initial License Information

Initial License Number: FZ-1015

Area: Dubai Aviation City

Issue Date: 25/02/2024

Expiry Date: 24/02/2025

Reason For Area Extension

write the reason

Next

Self Evaluation

Complete Progress 0%

Basic Information Attachments Preview

Show Footer

Disclaimer

I am the undersigned, I work in the aforementioned pharmaceutical facility, I acknowledge according to this undertaking that all the information and data described above are correct and in conformity with reality, and if it is proven otherwise, the Ministry of Health and Prevention has the right to take what it deems appropriate, knowing that all the conditions and standards required are explained and clarified to me by MOHAP inspectors.

I have read Ministerial Circular No. (832) for the year 2012 regarding the health and technical conditions that must be met in private pharmacies, and I will abide by what is stated therein.

Yes, I Understand

Complete Progress 0%

Basic Information Attachments Preview

Show Footer

Upload the required attachment(s)

UNITED ARAB EMIRATES
MINISTRY OF HEALTH & PREVENTION

العربي shukha_x@hotmail.com

Add area extension for pharmaceutical establishment

Request Information

Attachments Completed 5 of 5

Valid MOHAP License Valid Copy of Establishment Trade License Owner Request Letter

New License Final Approval Of Private Pharmaceutical Establishment.Pdf

Go To Preview

Complete Progress 67%

Basic Information Attachments Preview

Preview the application and edit it if required

UNITED ARAB EMIRATES
MINISTRY OF HEALTH & PREVENTION

العربي shukha_x@hotmail.com

Add area extension for pharmaceutical establishment

Collapse All Expand All Submit

Reason for Area Extension

Attachments

Submit

Complete Progress 100%

Basic Information Attachments Preview

Submit the application for review

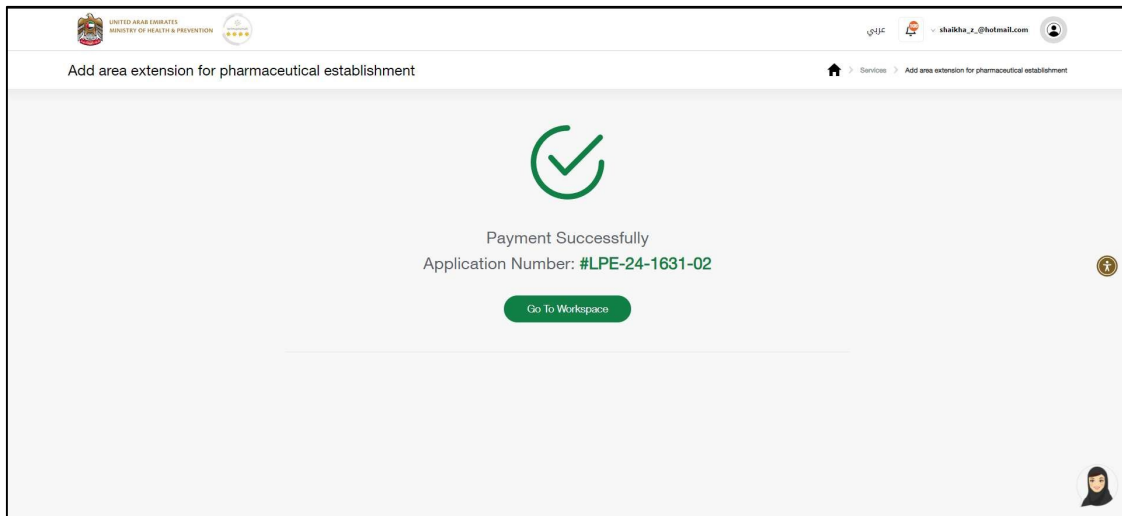
The screenshot shows a web application interface for the United Arab Emirates Ministry of Health & Prevention. The page title is 'Add area extension for pharmaceutical establishment'. A large green checkmark icon is centered on the page, with the text 'Your request has been submitted successfully' and 'Request Number: #LPE-24-1631' below it. A green button labeled 'Go To Workspace' is positioned below the text. The top navigation bar includes the ministry logo, the text 'UNITED ARAB EMIRATES MINISTRY OF HEALTH & PREVENTION', and a user profile icon with the email 'shakha_x@hotmail.com'. The bottom right corner features a user profile icon.

Final Inspection

Make the payment for the inspection fees

The screenshot shows the same web application interface as the previous one, but with a 'Request Information' modal window open. The modal displays the request number 'Request No: LPE-24-1631' and a table of 'Service Fees Details'. The table lists 'Inspection Fees' for '1000 AED' and a 'Total: 1000 AED'. Below the table, there is a checkbox labeled 'Accept Terms And Conditions' which is checked. Under 'Payment Method', there are buttons for 'VISA' and 'MasterCard'. A green button labeled 'Process For Payment' is at the bottom of the modal. The top navigation bar and bottom right corner are the same as in the previous screenshot.

Service Fees Details	Amount
Inspection Fees	1000 AED
Total:	1000 AED



Once your request is approved, you can download the certificate from the 'My certificate' section.

Download the approval letter(s) or certificates

