



Renewal of a Pharmaceutical Facility License

About the Service

This service allows applications for the renewal of expired pharmaceutical facility licenses to sell pharmaceutical products and medical supplies, to register, import and distribute pharmaceutical products and medical supplies.

Service Process

- Categories: Pharmacies, warehouses, marketing offices, warehouses for export purposes: Login to the MOHAP website or smart app using the UAE PASS to apply for the service. Submit the application, attach the necessary documents, and pay the fee. If the conditions are met, the fee is accepted, and the license is renewed. The license is issued electronically and sent via email. It can also be downloaded via the website and smart app.
- Categories: Pharmaceutical factories and medical devices: The service is provided through customer happiness centers.

Required Documents

- Required documents: A copy of the pharmacist's valid license. A copy of the valid commercial license and membership registration certificate. A copy of the valid annual rental contract. A copy of the facility's civil defense certificate of fulfillment of fire prevention and fire fighting requirements.
- Additional documents that must be submitted to renew the marketing office: A copy of the fee payment receipt. An undertaking from the responsible pharmacist that the authorizations submitted to the marketing office by the factories and medical product companies he represents are valid.
- Additional documents that must be submitted to renew the manufacturing facilities of pharmaceuticals and medical devices: A copy of the trade license. A copy of the industrial license. A copy of the technical managers license. Good manufacturing practices inspection report.

Conditions & Requirements

1. The facility must be open and active.
2. The responsible pharmacist must be on duty.
3. Conditions for marketing office license renewal: The concerned party must submit the application to renew the marketing office license one month before the expiry date specified for the license, provided that the renewal is made for another new year starting from the expiry date of the previous marketing office license, after paying the fees required for renewal. The license of marketing offices must be renewed annually. In the event of non-renewal, the license will be cancelled months after the expiry date. MOHAP may, before renewing the license, visit the marketing office to verify the implementation of all health and technical conditions.
4. Conditions of factory license renewal: The factory license is renewed annually, provided that the factory adheres to good manufacturing practices, which is ensured by the inspection team that visits the facility. An official request can be submitted to the competent department of the ministry to renew the good manufacturing practice certificates issued by the ministry two months before their expiry date. The factory license is allowed to be renewed on the specified date without linking it to the date of inspection visits. If the factory continues its activity after the expiry of its license without renewing it, legal measures will be taken against the factory in accordance with the legislation in force in this regard. All necessary corrective actions must be taken regarding the feedback that may be received from the inspection team regarding good manufacturing practice.

Service completion duration

- 3 working days

Service fees

Service channels

Service locations

- MOHAP Website: www.mohap.gov.ae
- MOHAP Smart App

Support

- Call Center : 80011111
- Email: info@mohap.gov.ae

Payment channels

- E- Payment

Target audience

- Pharmacies
- Warehouses
- Manufacturing facilities of pharmaceuticals and medical device
- Marketing Offices
- Warehouses for re-export

Resources

- [MoH Ministerial Decree 60-2013 regulating Medical Stores - Available in Arabic - PDF 1326KB](#)
- [MOHAP Misiterial Decree 1110-2016 about the Scientific offices - Available in Arabic PDF 1832KB](#)
- [User Manual - Renewal of a Pharmaceutical Facility License - PDF 1330KB](#)
- [Infographic - Renewal of a Pharmaceutical Facility License - PDF 371KB](#)

Department name

Licensing and Accreditation

Sector name

Public Health

Main service

Medical Establishment Licencing and Registration

Service Code

110-03-020-023

Service Classification

Transactional

Sub Service Type

Auxiliary

Service Type

Government to Business

Related Services

- This service is not linked to any other services.

Service Bundle

This service is not linked to any bundles.

Number of Users

96

Number of Transactions

2077

Notes

None

Sustainable Goals

Good Health And Well-Being