

هَيْئَةُ الدَّوَاءِ الْمِصْرِيَّة

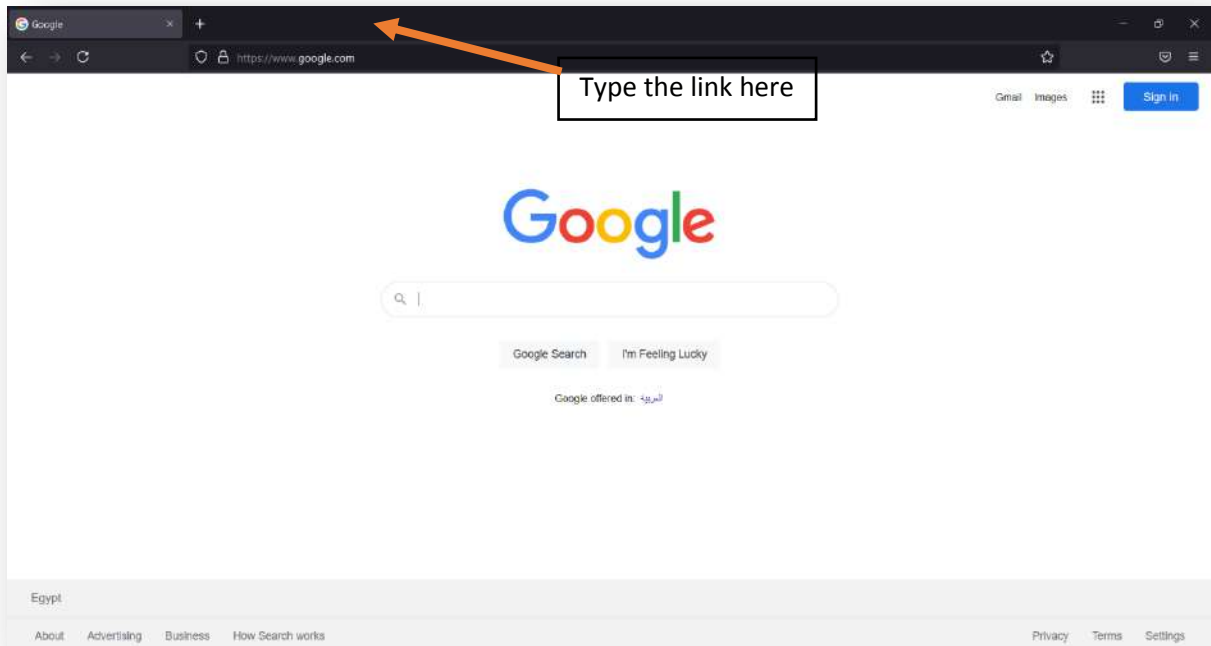


Egyptian Drug Authority
Cosmetics Companies Portal
User manual

1- login screen

To login the portal , follow these steps :

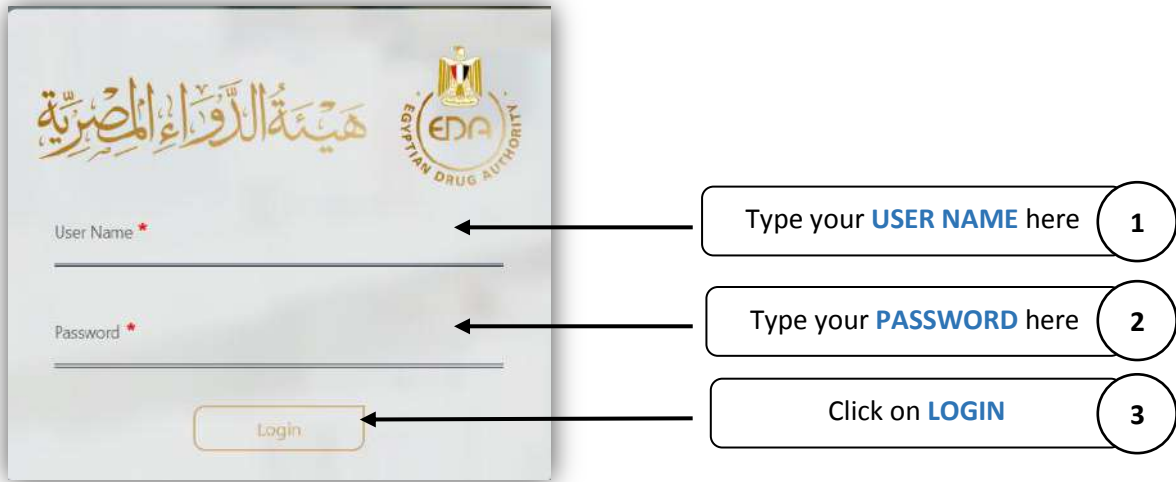
1. User starts with internet browser prefer (mozilla firefox browser) then type the link: <https://egycosma.edaegypt.gov.eg>



2. Click enter button to open the login page of portal system as shown in the next picture .



C) Type your pre delivered user name and password as shown down >

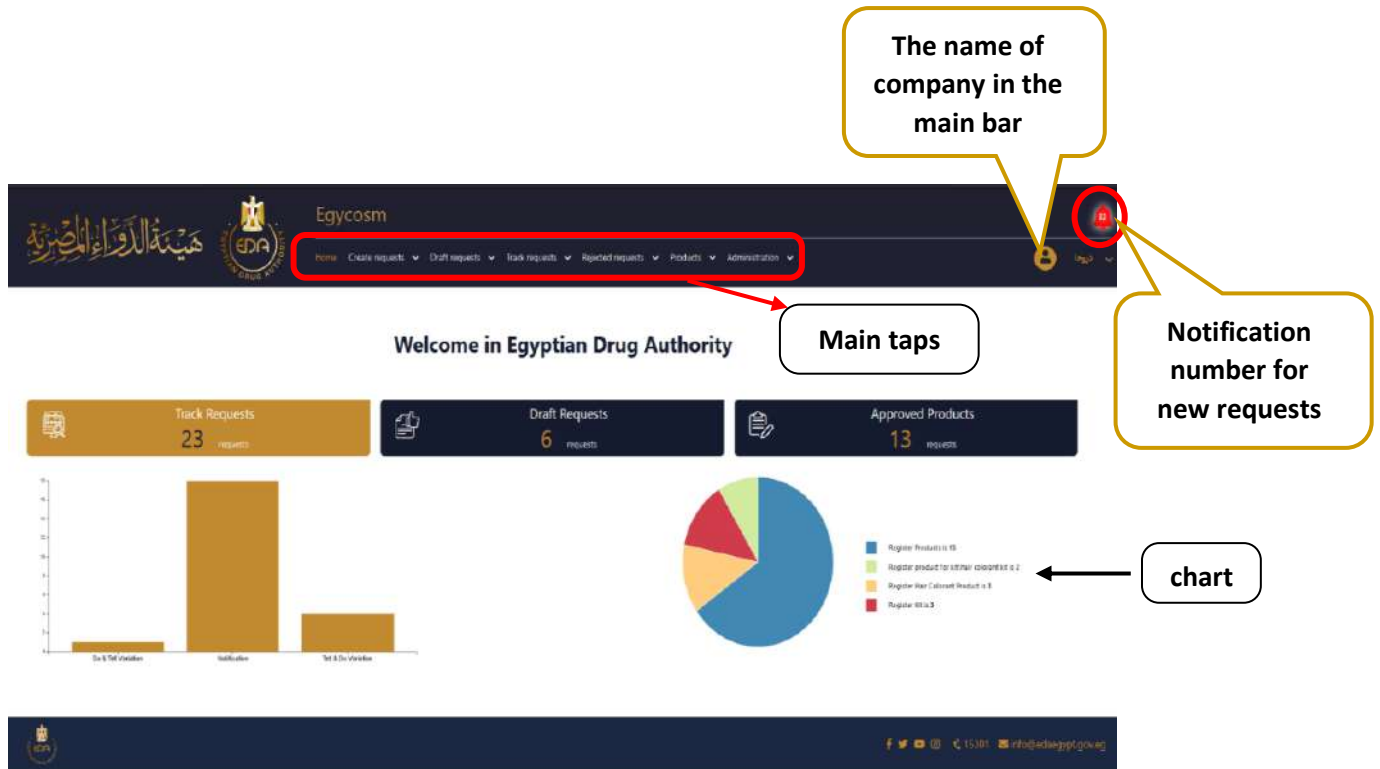


The login form includes the EDA logo and the following fields and instructions:

- User Name ***: A text input field with an arrow pointing to it from instruction 1: "Type your **USER NAME** here 1".
- Password ***: A text input field with an arrow pointing to it from instruction 2: "Type your **PASSWORD** here 2".
- Login**: A button with an arrow pointing to it from instruction 3: "Click on **LOGIN** 3".

1. Then you will transfer for the Home page (system interface) as shown in the next page .

2- home page screen



The home page features the following elements and annotations:

- Header:** Includes the EDA logo, the name "Egycosm", and a navigation menu with items like "Home", "Create requests", "Draft requests", "Track requests", "Rejected requests", "Products", and "Administration". A red box highlights the navigation menu.
- Company Name:** A callout bubble points to the user profile icon in the top right corner, stating "The name of company in the main bar".
- Notification:** A callout bubble points to a red notification icon in the top right corner, stating "Notification number for new requests".
- Main Taps:** A callout bubble points to the main navigation bar, stating "Main taps".
- Statistics:** Three main taps are visible: "Track Requests" (23 requests), "Draft Requests" (6 requests), and "Approved Products" (13 requests).
- Charts:** A bar chart shows "Track Requests" data, and a pie chart shows the distribution of "Approved Products". A callout bubble points to the pie chart, stating "chart".
- Footer:** Includes the EDA logo and contact information: "15301 info@eda.gov.eg".

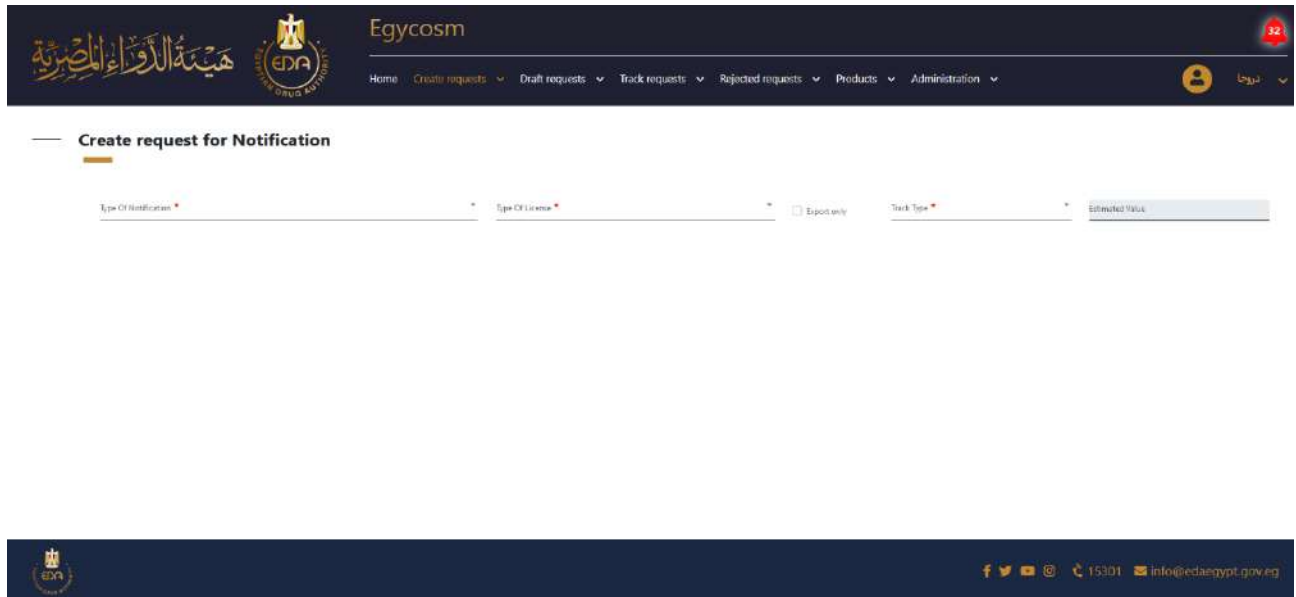
3- Create Request

To register a new request, follow these steps:

a) Open **Create requests** tap from the main tap as shown in the next picture then choose from the drop-down list **Notification**.

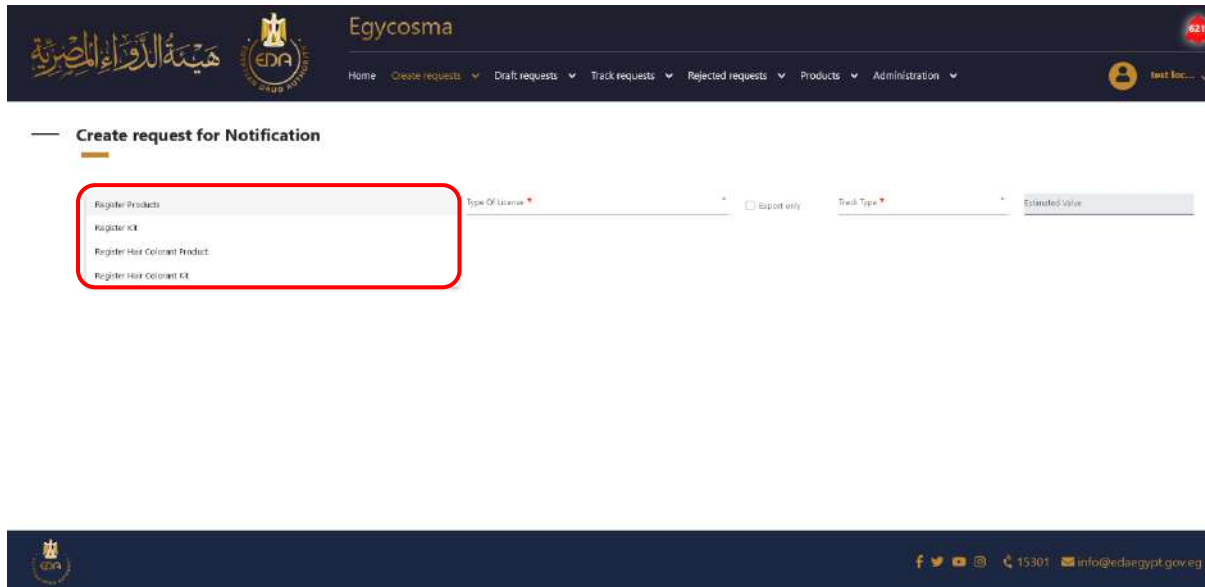


b) Then you will transfer to the page for the **Creat request for Notification**.

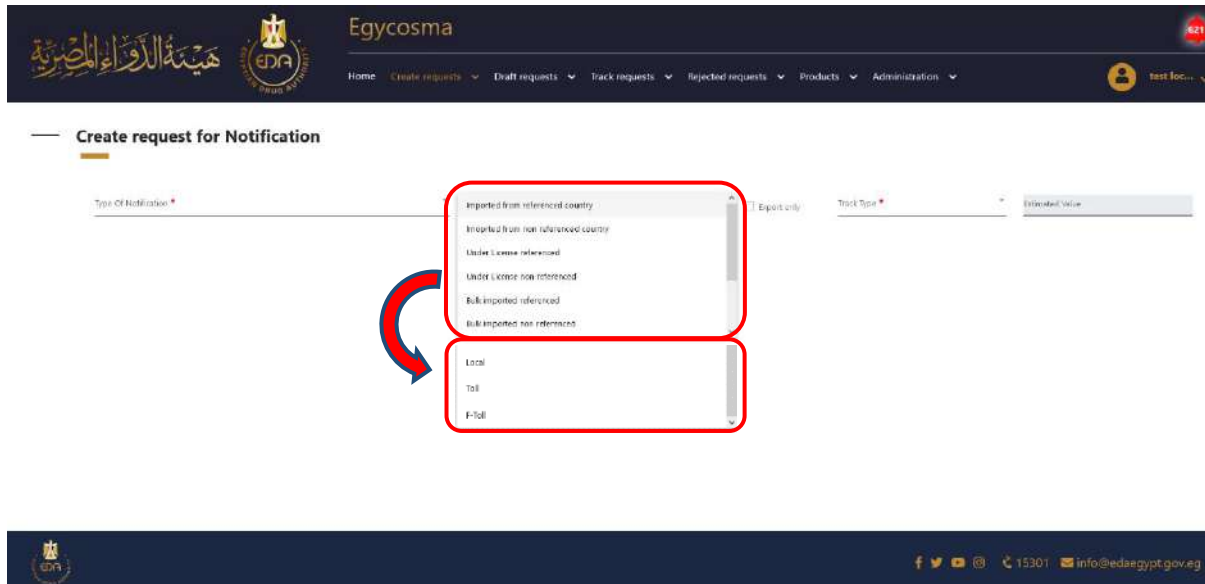


NOTE: All fields marked with an (*) are mandatory fields that must be filled, in order for the New Request to be saved and submit.

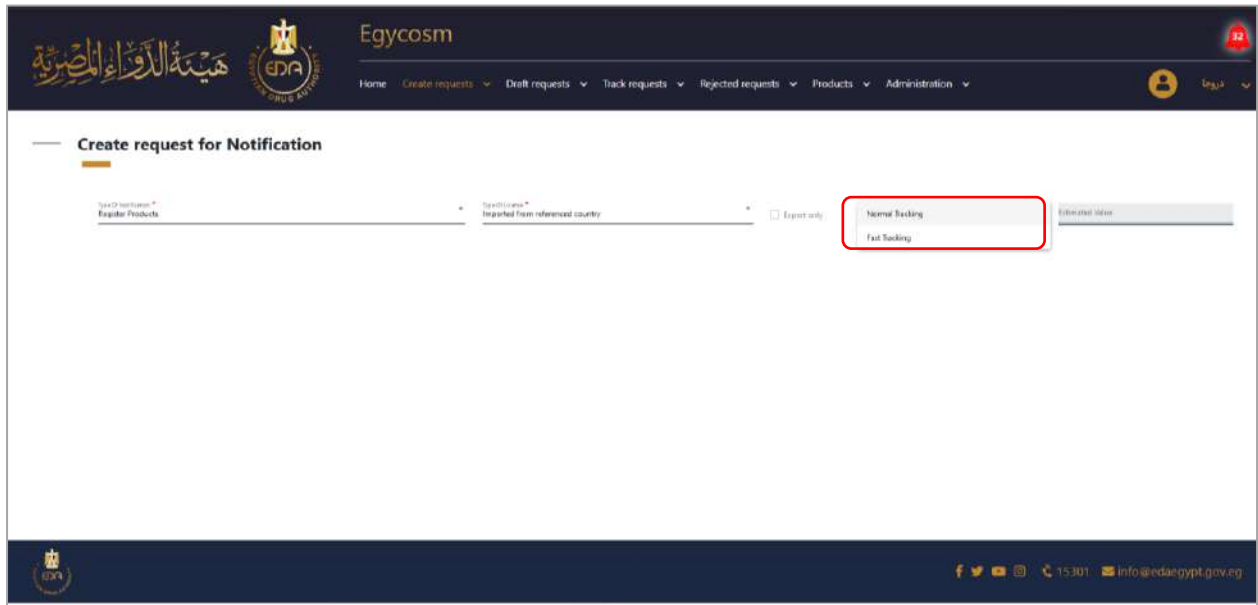
C) choose the type of the product that you want to register it from the drop-down list **Type Of Notification** field.



D) choose the type of the product license that you want to register it from the drop-down list **Type Of License** field.



E) choose the tracking type for the new product request from the drop-down list **Track Type** field.

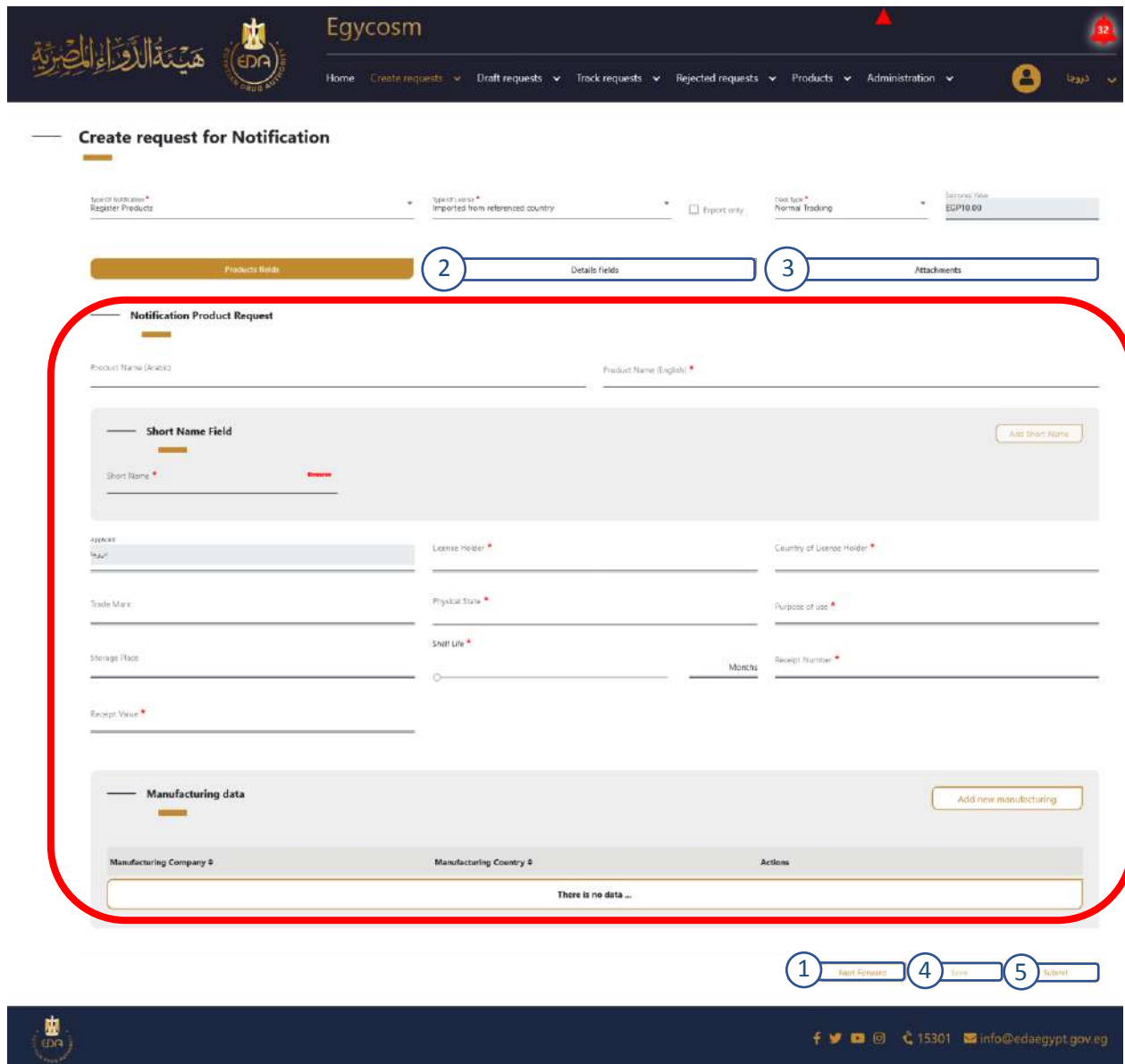


The screenshot shows the 'Create request for Notification' page in the Egycosm system. The page includes a navigation menu with options like 'Home', 'Create requests', 'Draft requests', 'Track requests', 'Rejected requests', 'Products', and 'Administration'. The main form area contains several input fields: 'Type of notification' (set to 'Regular Products'), 'Type of license' (set to 'Imported from referenced country'), 'Export only' (checkbox), 'Track Type' (dropdown menu with 'Normal Tracking' and 'Fast Tracking' options), and 'Estimated value'. The 'Track Type' dropdown is highlighted with a red box.

D) After choosing the **type of notification**, **type of license** and **track type** will appear the following:

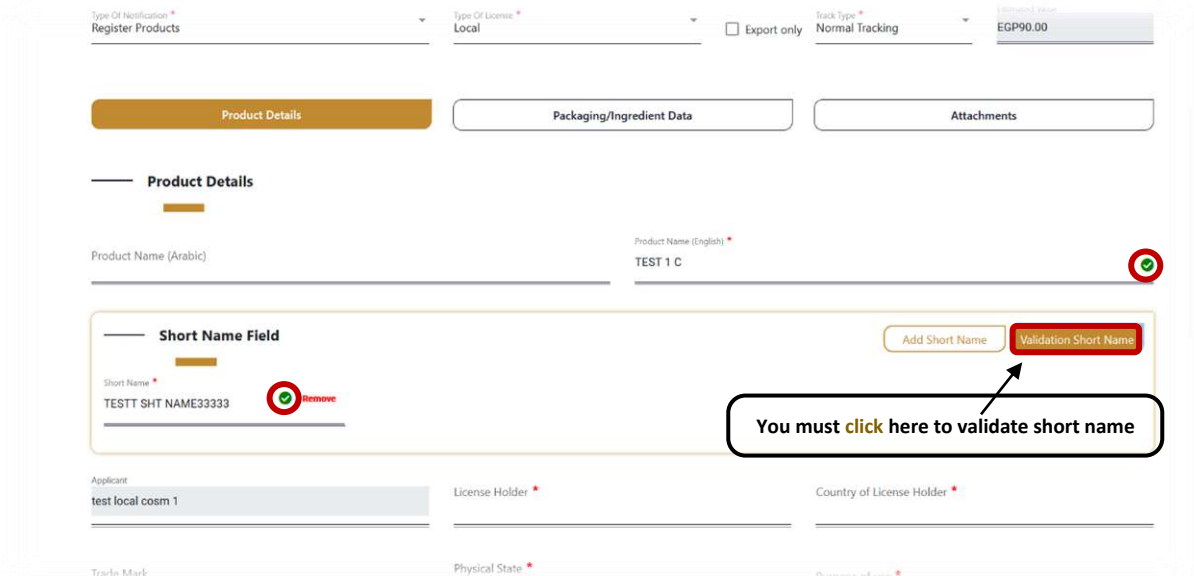
- 1- estimated fee for this registration in the **Estimated Value** field.
- 2- all the required details about this registration that depends on the **type of notification**.

*** In case the type of Notification is Register Product**

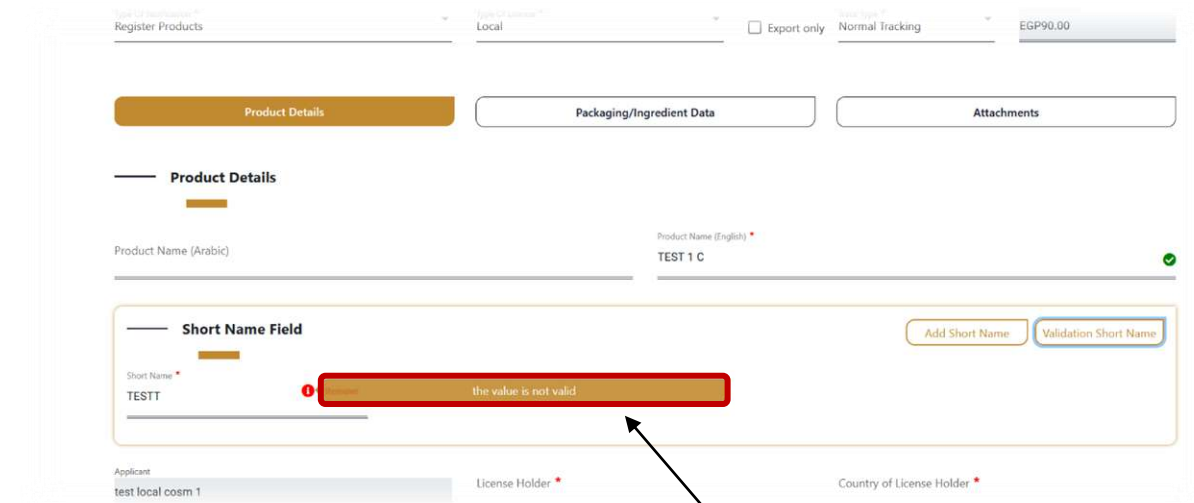


1. The next forward button will transfer you to the next page(1) (details fields) or you can click directly on the details fields(2) tap or on the attachments(3)
2. after fill at least one filed with its custom data the save button(4) will be activated and the request will be saved in draft requests menu > notification tap until you complete all mandatory fields which have small red star on it (*) in the Type of Notification page , Type of license page and Track type page you can able to submit by clicking on submit buttom (5) and the request will transfer to track requests menu > notification tap.

3. when entering english name and short name There is a matching process that happens to the names, and in the event that there are similarities in the names, **the name must be change to be approved**

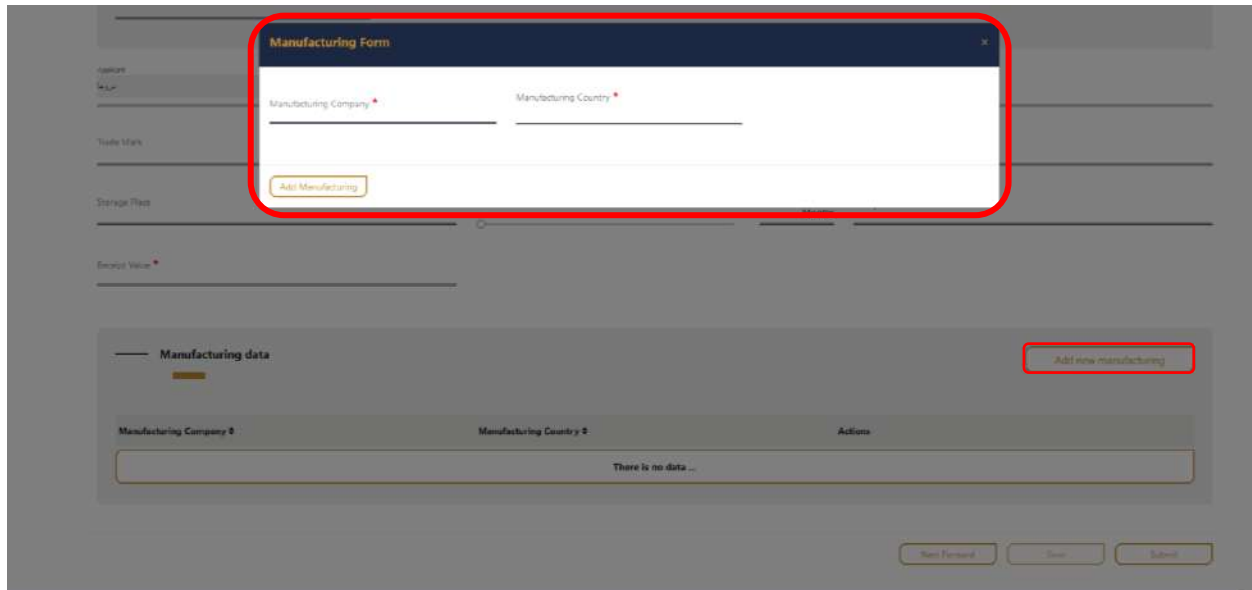


The screenshot shows the 'Product Details' section of the EDA registration form. The 'Product Name (English)' field contains 'TEST 1 C' and has a green checkmark icon. Below it, the 'Short Name Field' contains 'TESTT SHT NAME33333' and has a green checkmark icon. A callout box with an arrow pointing to the 'Validation Short Name' button contains the text: 'You must click here to validate short name'.



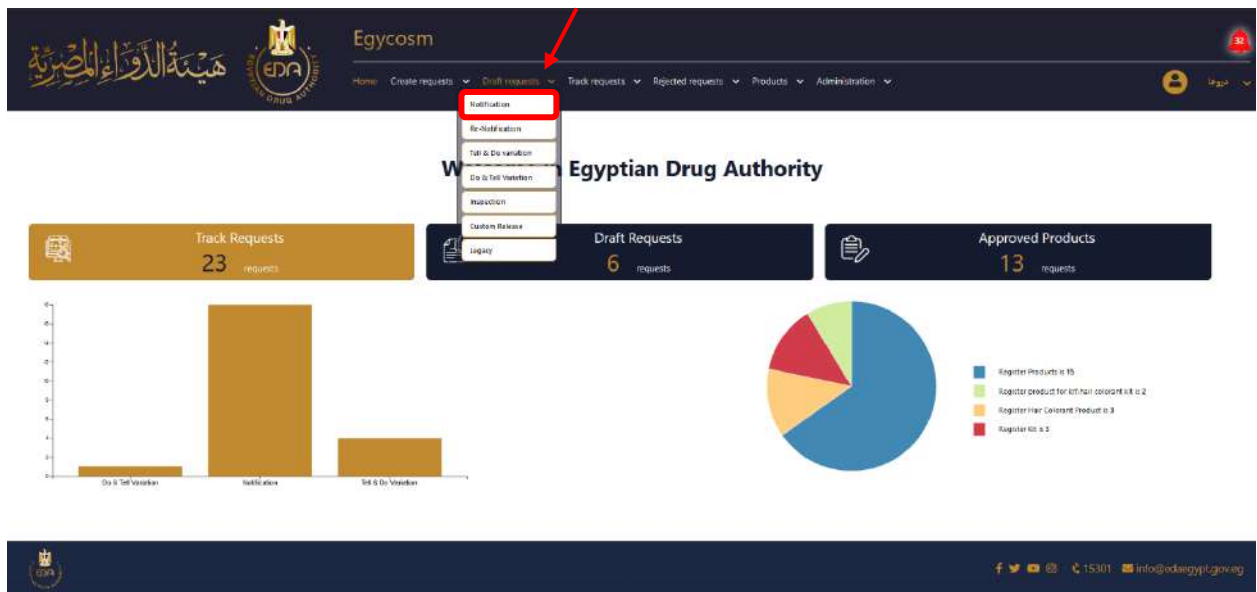
The screenshot shows the 'Product Details' section of the EDA registration form. The 'Product Name (English)' field contains 'TEST 1 C' and has a green checkmark icon. Below it, the 'Short Name Field' contains 'TESTT' and has a red error message box that says 'the value is not valid'. A callout box with an arrow pointing to the error message contains the text: 'If there is a similarity, this message appears, and then the name must be changed for approval'.

Click on **add new manufacturing** then a pop-up will appears including the form of manufacturing data Consists of:

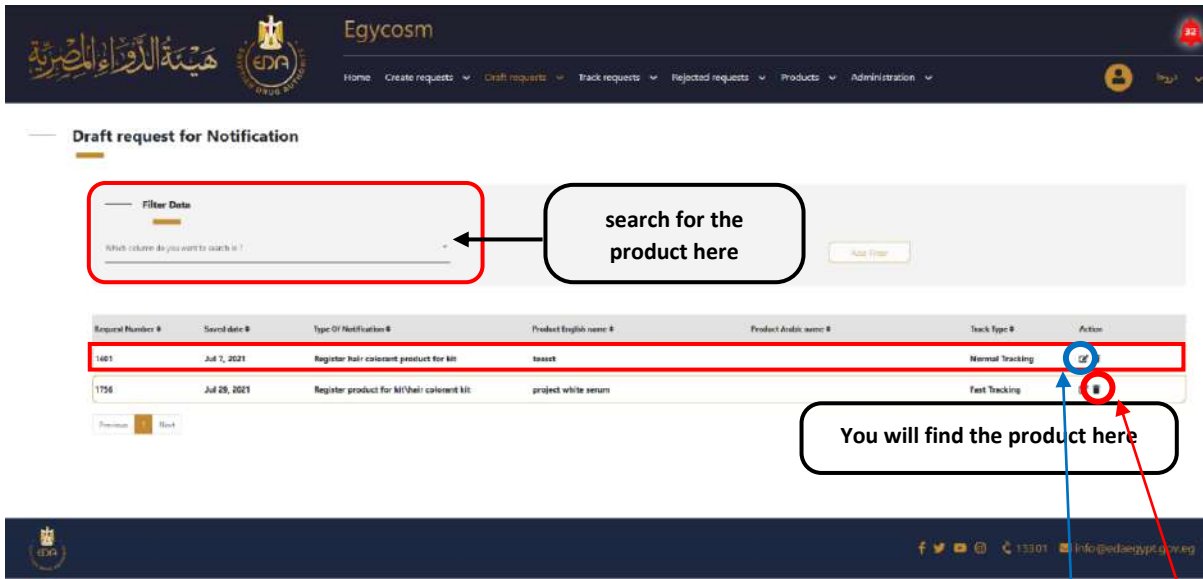


1. You must save the product and it will go directly to **Draft requests**

In order to make sure that the product has been saved and return to complete it again in anticipation of any technical malfunction



Draft requests > Notification page



Filter Data

What's colour do you want to search in ?

search for the product here

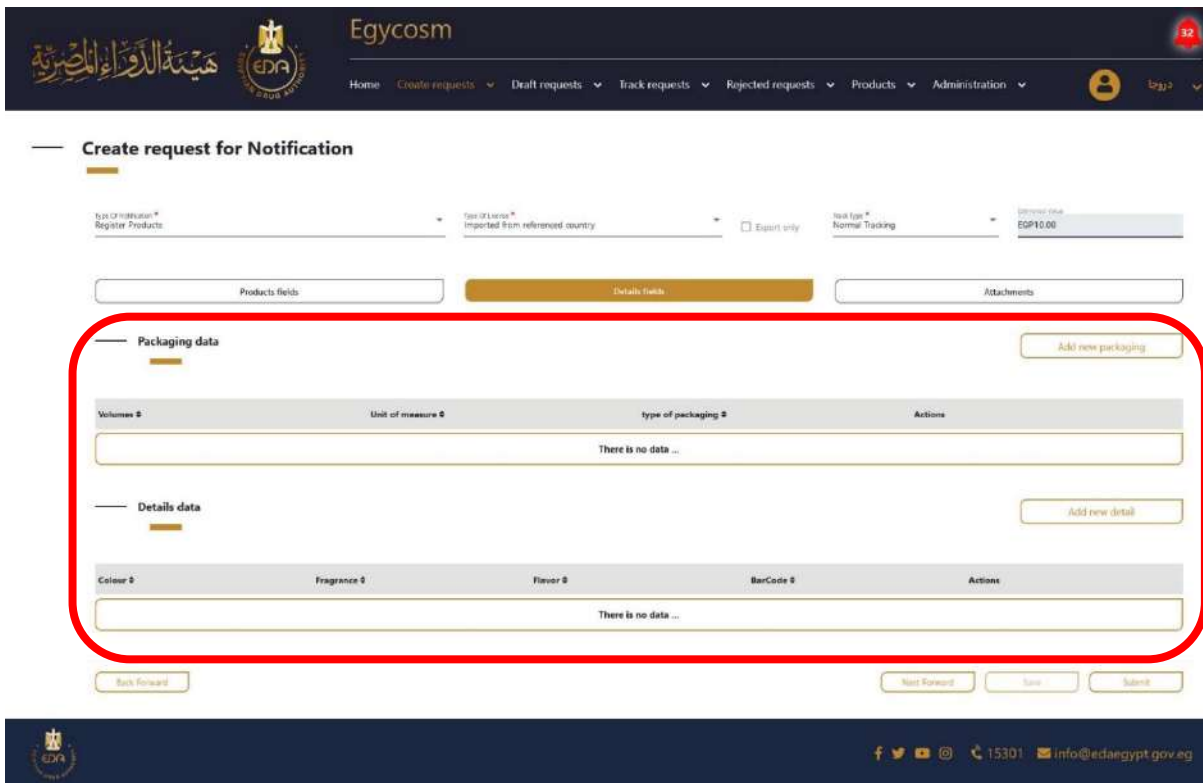
| Request Number # | Send date # | Type Of Notification # | Product English name # | Product Arabic name # | Track Type # | Action |
|------------------|--------------|--|------------------------|-----------------------|-----------------|---|
| 1401 | Jul 7, 2021 | Register hair colorant product for kit | basist | | Normal Tracking | Edit Delete |
| 1756 | Jul 25, 2021 | Register product for Mi(hair) colorant kit | project white serum | | Fast Tracking | Edit Delete |

You will find the product here

Then you can go back to complete your request by clicking on **edit sign**

Or remove the request from draft by clicking on **delete sign**

1. The tap of **Details fields** is divided into two parts **packaging data** , **Details data**



Create request for Notification

Type of Notification # Register Products

Type of License # Imported from referenced country

Export only

Track Type # Normal Tracking

Minimum Price EGP10.00

Products fields

Details fields

Attachments

Packaging data

Add new packaging

| Volumes # | Unit of measure # | type of packaging # | Actions |
|----------------------|-------------------|---------------------|---------|
| There is no data ... | | | |

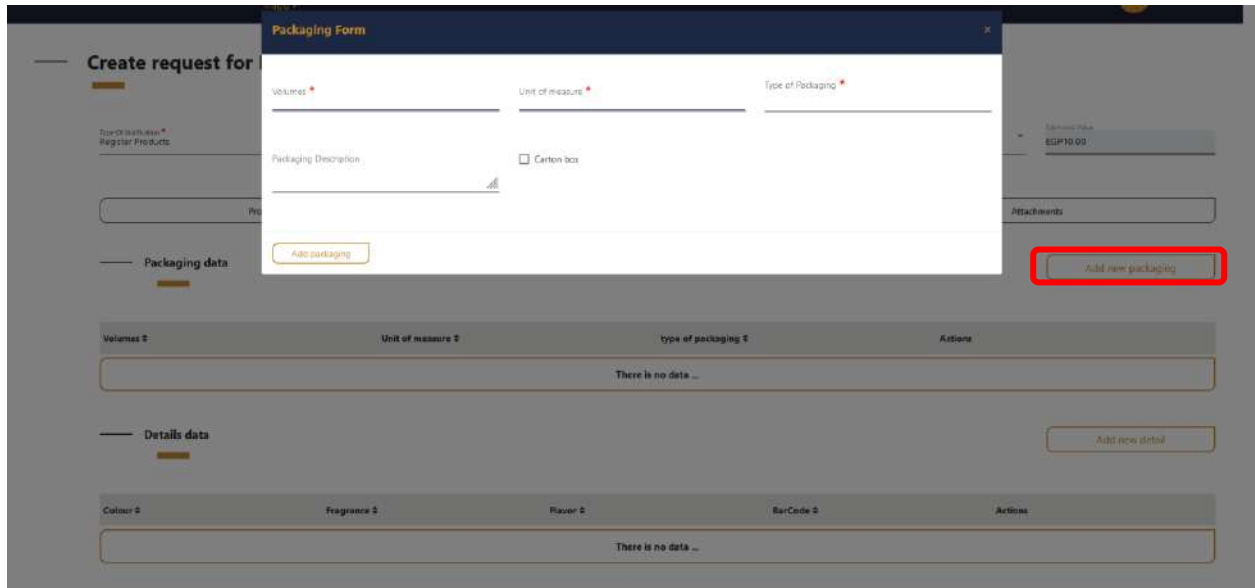
Details data

Add new detail

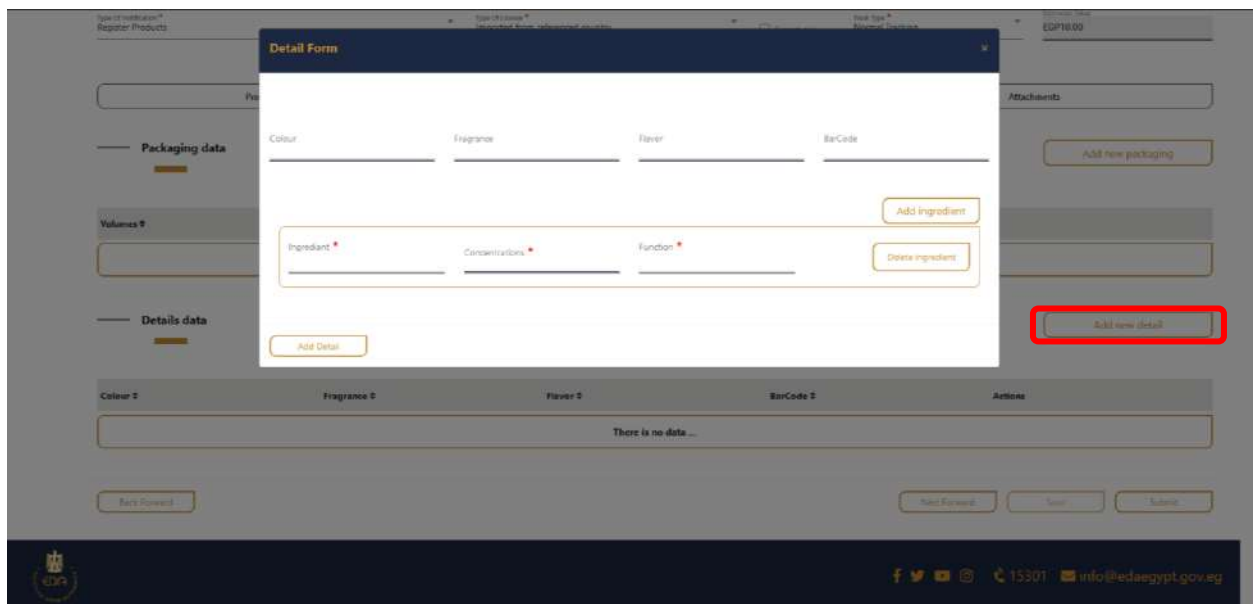
| Colour # | Fragrance # | Flavor # | BarCode # | Actions |
|----------------------|-------------|----------|-----------|---------|
| There is no data ... | | | | |

Back Forward Next Forward Save Submit

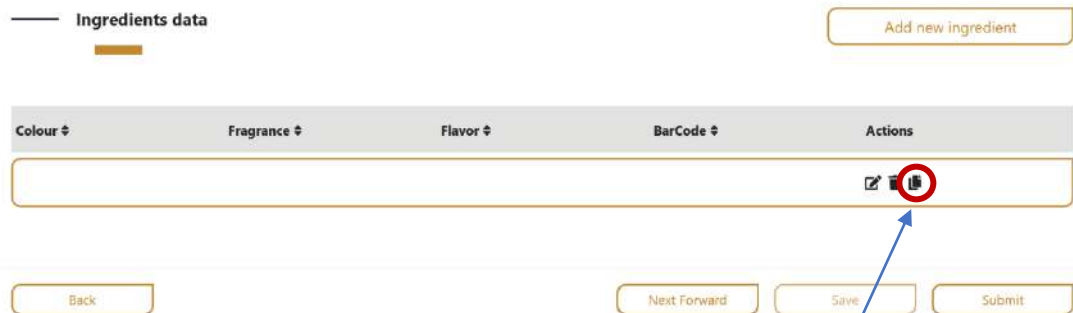
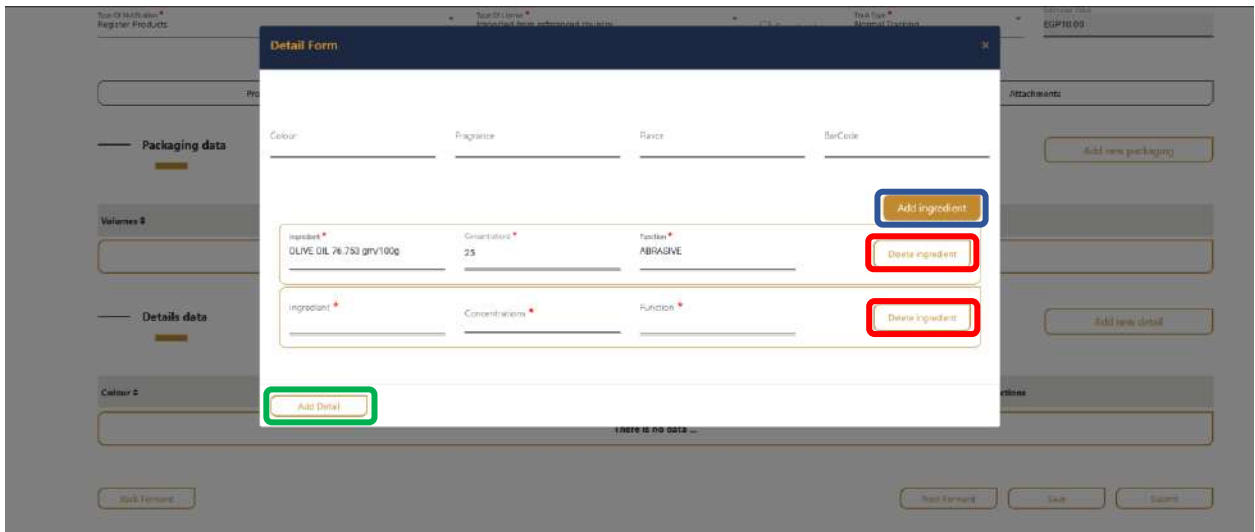
Click on add new **add new packaging** then a pop-up will appears including The form of packaging data Consists of



Click on add new **add new detail** then a pop-up will appears including The form of details data Consists of

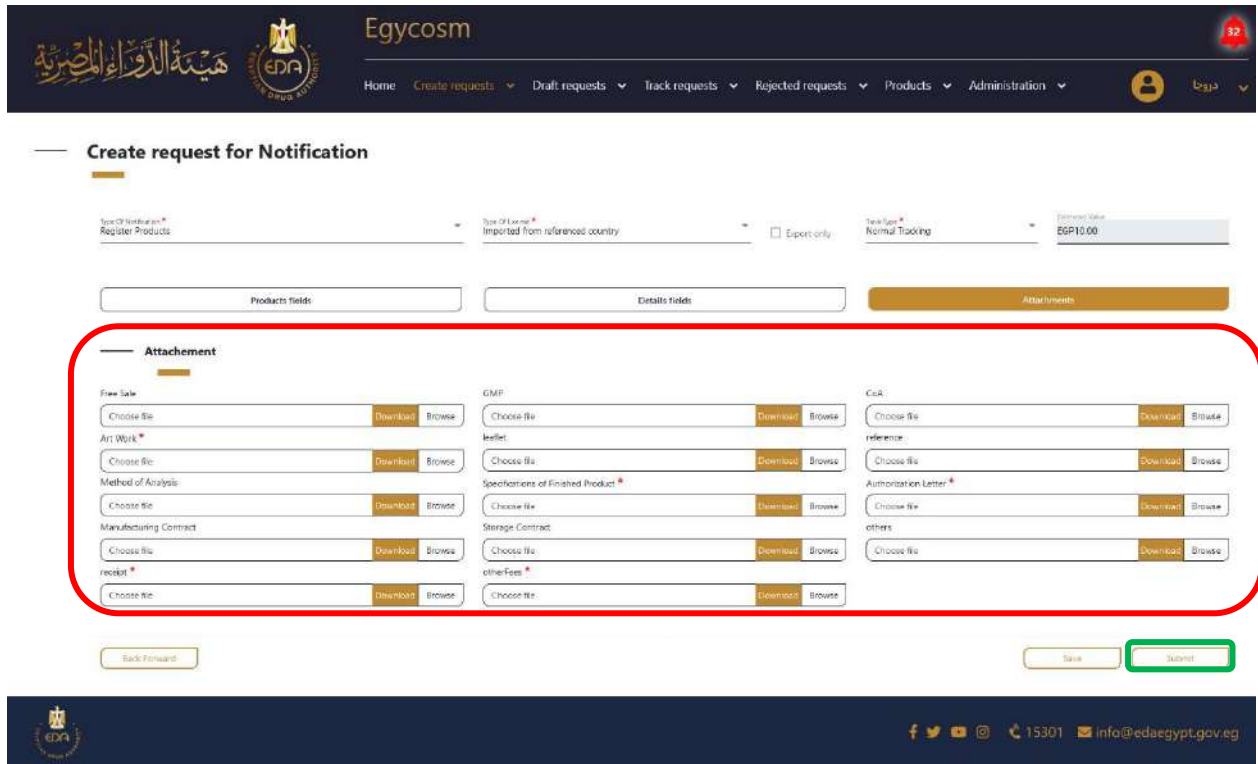


You can add many ingredients or delete them from those buttons and after finishing this step click on add details button



If there are similar ingredient data, you can press a **copy button** instead of rewriting

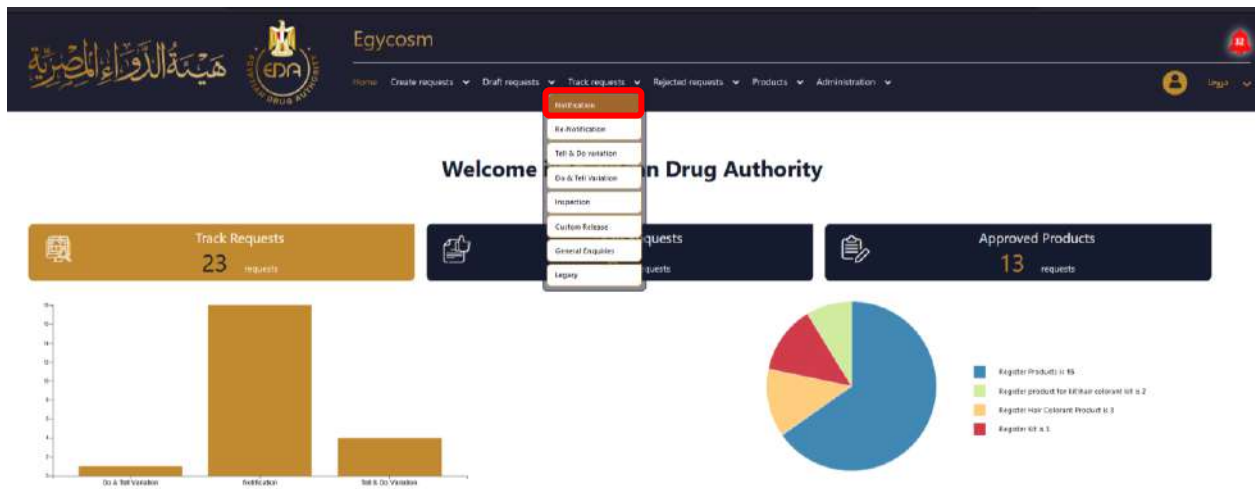
Here you add all the documents related to the product, each in the place designated for it in **the tap of attachments (must be pdf)**



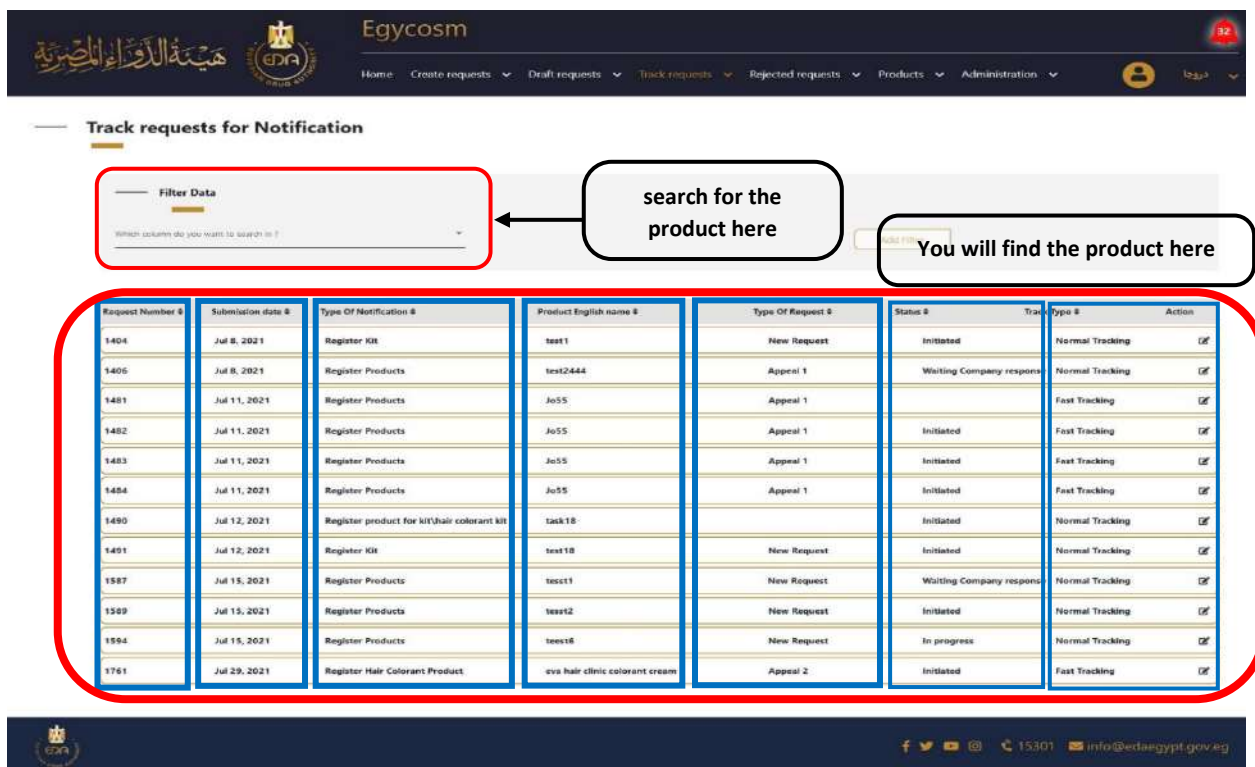
The screenshot shows the 'Egycosm' web application interface. At the top, there is a navigation bar with the EDA logo and the text 'هيئة الدواء المصرية'. Below the navigation bar, there are several tabs: 'Home', 'Create requests', 'Draft requests', 'Track requests', 'Rejected requests', 'Products', and 'Administration'. The main content area is titled 'Create request for Notification'. It contains several input fields for product information, including 'Type Of Medication', 'Type Of License', 'Export only', 'Trade Type', and 'Estimated Value'. Below these fields are three tabs: 'Products fields', 'Details fields', and 'Attachments'. The 'Attachments' tab is highlighted with a red box and contains a grid of document upload fields. Each field has a 'Choose file' button, a 'Download' button, and a 'Browse' button. The fields include: Free Sale, Art Work, Method of Analysis, Manufacturing Contract, receipt, CoA, GMP, Label, Specifications of Finished Product, Storage Contract, other Fees, CoA reference, Authorization Letter, and others. At the bottom of the form, there are 'Back Forward', 'Save', and 'Submit' buttons. The footer of the page contains the EDA logo, social media icons, and contact information: 15301 and info@edaegypt.gov.eg.

1. At the end you make sure that all the mandatory fields are filled with its costume data then click on **Submit button**

After you have finished entering all the data for the product and press **submit** then the product will go directly to **Track requests > Notification**



At the **Track requests for Notification** page there was a attribute table for all the finished request and submitted successfully classified its **Request Number, Submission date, Type Of Notification, Product English name, Type Of Request, Status and Track Type**



Filter Data

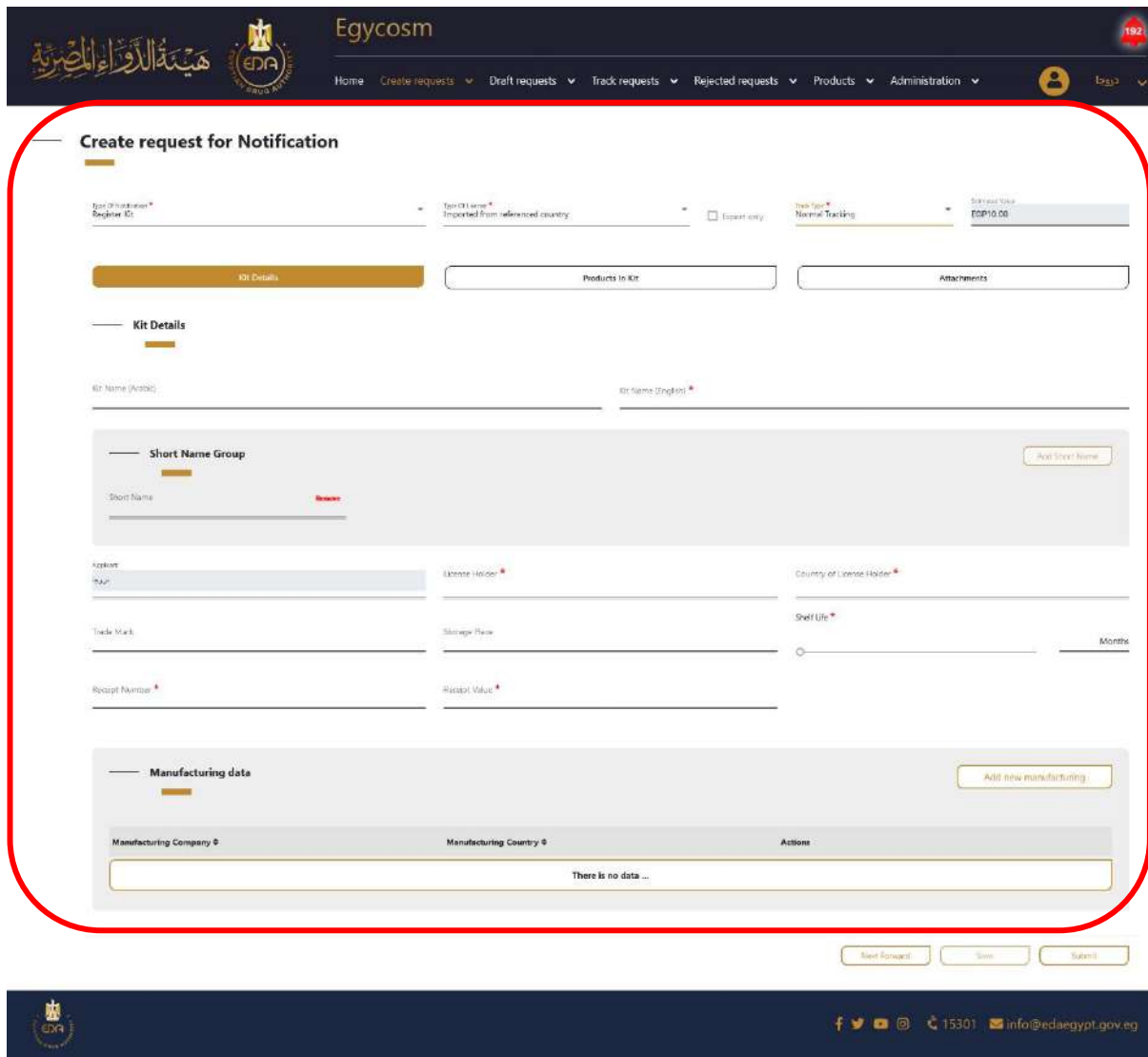
Which column do you want to search in?

search for the product here

You will find the product here

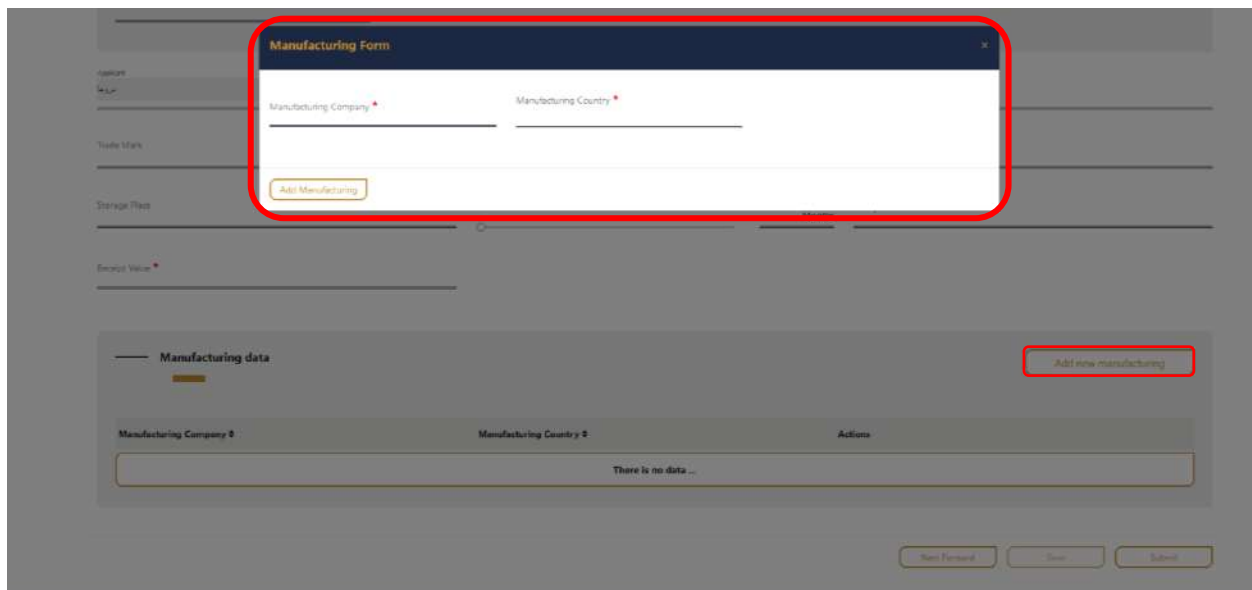
| Request Number # | Submission date # | Type Of Notification # | Product English name # | Type Of Request # | Status # | Track Type # | Action |
|------------------|-------------------|--|--------------------------------|-------------------|--------------------------|-----------------|--------|
| 1404 | Jul 8, 2021 | Register Kit | test1 | New Request | Initiated | Normal Tracking | 🗑️ |
| 1406 | Jul 8, 2021 | Register Products | test2444 | Appeal 1 | Waiting Company response | Normal Tracking | 🗑️ |
| 1481 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | Initiated | Fast Tracking | 🗑️ |
| 1482 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | Initiated | Fast Tracking | 🗑️ |
| 1483 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | Initiated | Fast Tracking | 🗑️ |
| 1484 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | Initiated | Fast Tracking | 🗑️ |
| 1490 | Jul 12, 2021 | Register product for kit/hair colorant kit | task18 | Appeal 1 | Initiated | Normal Tracking | 🗑️ |
| 1491 | Jul 12, 2021 | Register Kit | test18 | New Request | Initiated | Normal Tracking | 🗑️ |
| 1587 | Jul 15, 2021 | Register Products | test1 | New Request | Waiting Company response | Normal Tracking | 🗑️ |
| 1589 | Jul 15, 2021 | Register Products | test12 | New Request | Initiated | Normal Tracking | 🗑️ |
| 1594 | Jul 15, 2021 | Register Products | testx8 | New Request | In progress | Normal Tracking | 🗑️ |
| 1761 | Jul 29, 2021 | Register Hair Colorant Product | eva hair clinic colorant cream | Appeal 2 | Initiated | Fast Tracking | 🗑️ |

* In case the type of Notification is **Register Kit**



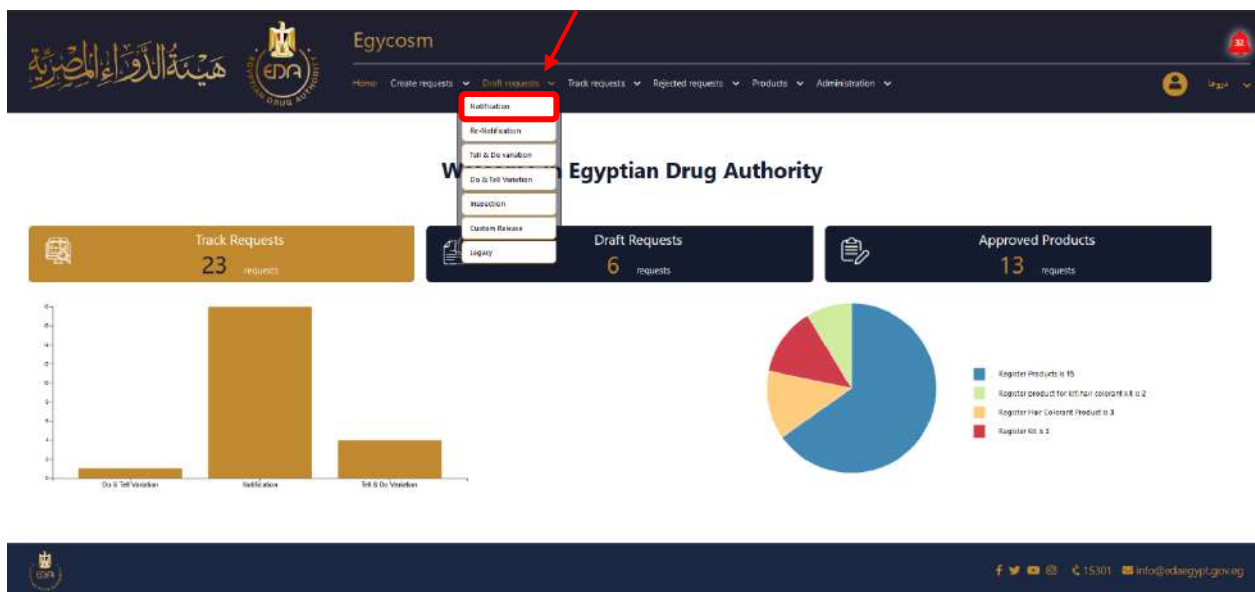
2. after fill at least one filed with its custom data the save button will be activated and the request will be saved in draft requests menu > notification tap until you complete all mandatory fields which have small red star on it (*) in the Type of Notification page , Type of license page and Track type page you can able to submit by clicking on submit button and the request will transfer to track requests menu > notification tap.

Click on **add new manufacturing** then a pop-up will appears including the form of manufacturing data Consists of:

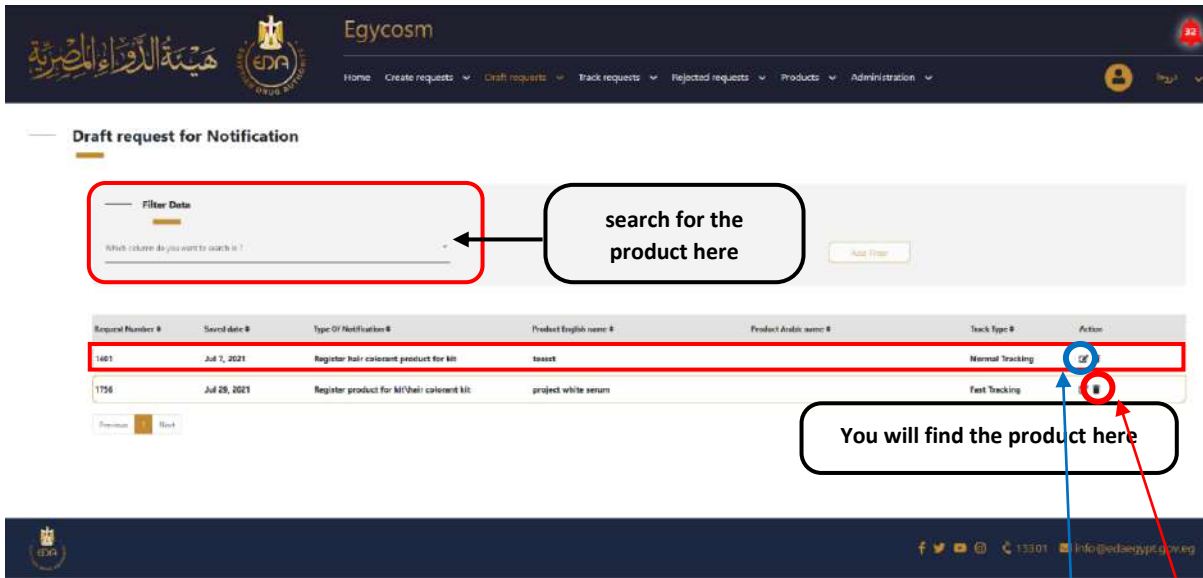


3. You must save the product and it will go directly to **Draft requests**

In order to make sure that the product has been saved and return to complete it again in anticipation of any technical malfunction







Draft requests > Notification page



Filter Date

search for the product here

| Request Number # | Send date # | Type Of Notification # | Product English name # | Product Arabic name # | Track Type # | Action |
|------------------|--------------|---|------------------------|-----------------------|-----------------|---|
| 1401 | Jul 7, 2021 | Register hair colorant product for kit | taasit | | Normal Tracking |   |
| 1756 | Jul 25, 2021 | Register product for Mi'hari colorant kit | project white serum | | Fast Tracking |   |

You will find the product here

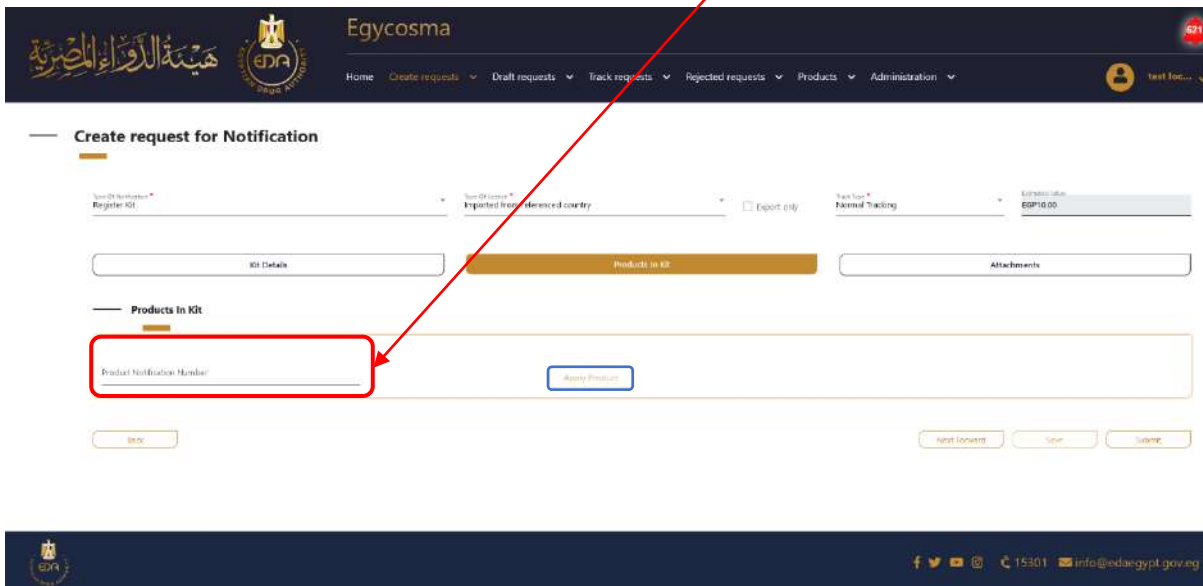
Then you can go back to complete your request by clicking on **edit sign**

Or remove the request from draft by clicking on **delete sign**

- The tap of **Product in Kit page** choose the product status is **approved products**

When choose the product from **approved products**

Type the notification number of the product here



Create request for Notification

Search Notification* Register kit

Search Product* Imported from advanced country

Export only

Track Type* Normal Tracking

Estimation EGP10.00

Kit Details

Products in Kit

Attachments

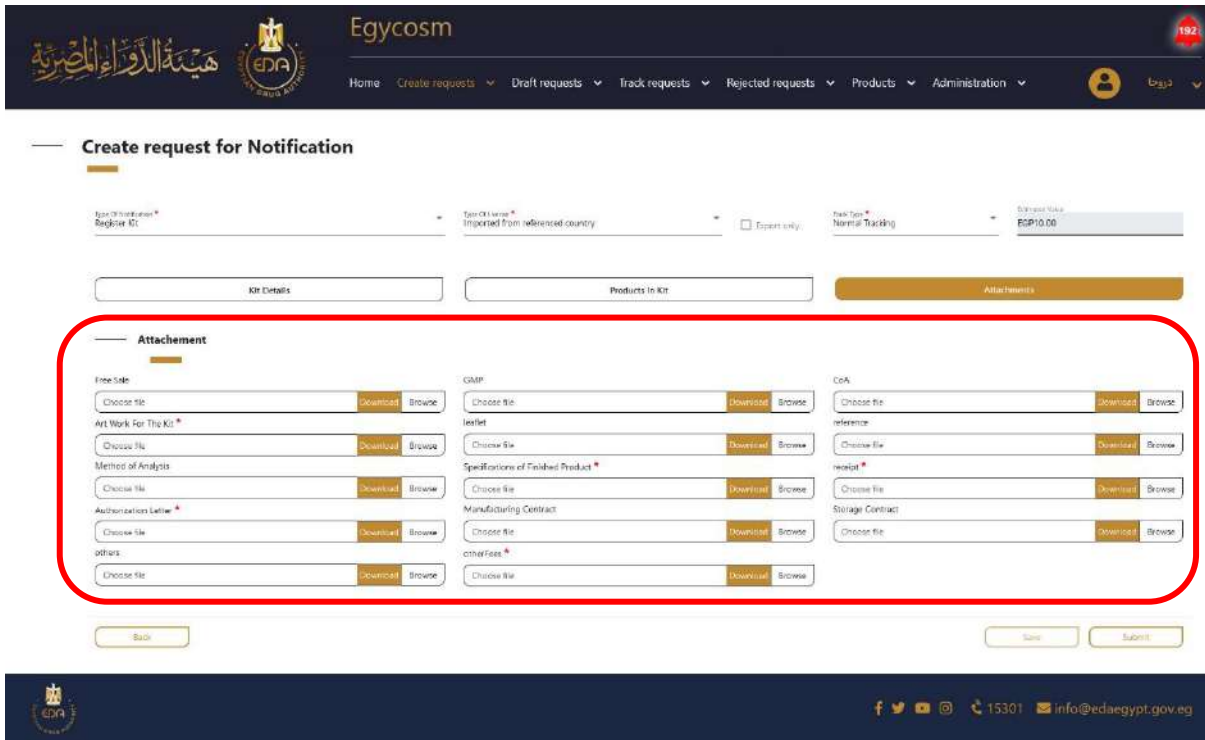
Product Notification Number

Apply Product

Next Location Save Submit

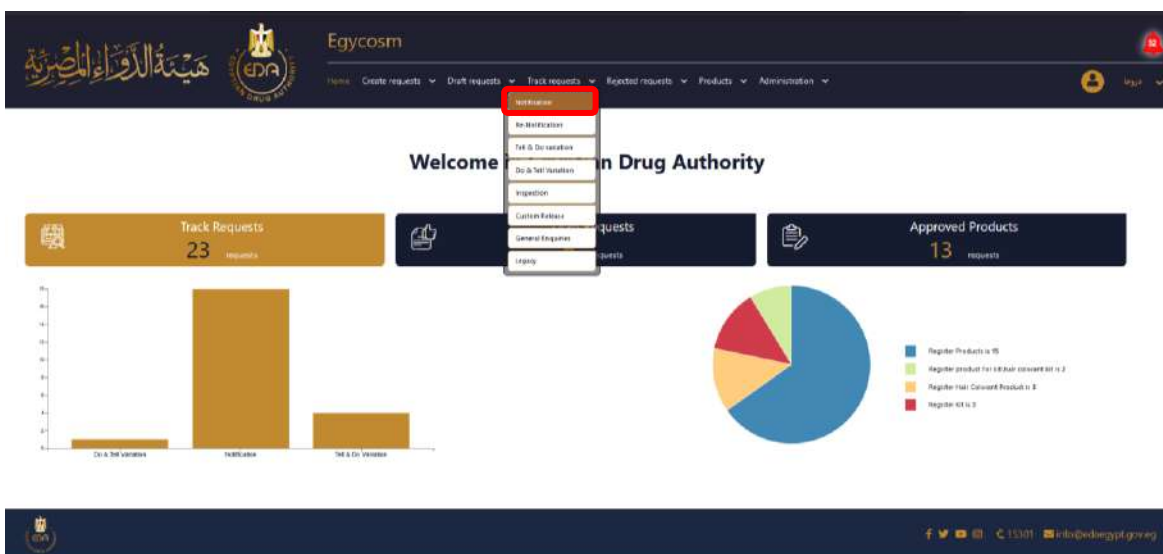
Then click on **Apply Product** button

Here you add all the documents related to the product, each in the place designated for it in **the tap of attachments (must be pdf)**

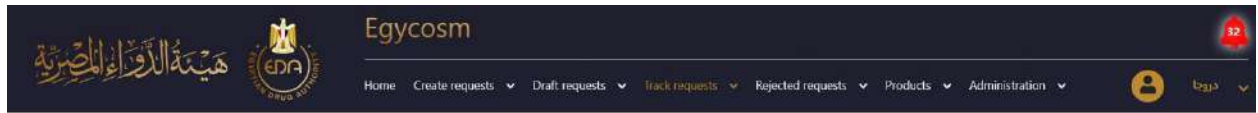


5. At the end you make sure that all the mandatory fields are filled with its costume data then click on **Submit button**

After you have finished entering all the data for the product and press **submit** then the product will go directly to **Track requests > Notification**



At the **Track requests for Notification** page there was a attribute table for all the finished request and submitted successfully classified its **Request Number, Submission date, Type Of Notification, Product English name, Type Of Request, Status and Track Type**



Track requests for Notification

Filter Data

Which column do you want to search in ?

search for the product here

You will find the product here

| Request Number | Submission date | Type Of Notification | Product English name | Type Of Request | Status | Track Type | Action |
|----------------|-----------------|--|--------------------------------|-----------------|--------------------------|-----------------|--------|
| 1404 | Jul 8, 2021 | Register Kit | test1 | New Request | Initiated | Normal Tracking | 🗑️ |
| 1405 | Jul 8, 2021 | Register Products | test2444 | Appeal 1 | Waiting Company response | Normal Tracking | 🗑️ |
| 1481 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | Initiated | Fast Tracking | 🗑️ |
| 1482 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | Initiated | Fast Tracking | 🗑️ |
| 1483 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | Initiated | Fast Tracking | 🗑️ |
| 1484 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | Initiated | Fast Tracking | 🗑️ |
| 1490 | Jul 12, 2021 | Register product for kit/hair colorant kit | task18 | | Initiated | Normal Tracking | 🗑️ |
| 1491 | Jul 12, 2021 | Register Kit | test18 | New Request | Initiated | Normal Tracking | 🗑️ |
| 1587 | Jul 15, 2021 | Register Products | test11 | New Request | Waiting Company response | Normal Tracking | 🗑️ |
| 1589 | Jul 15, 2021 | Register Products | test12 | New Request | Initiated | Normal Tracking | 🗑️ |
| 1594 | Jul 15, 2021 | Register Products | test6 | New Request | In progress | Normal Tracking | 🗑️ |
| 1761 | Jul 29, 2021 | Register Hair Colorant Product | ova hair clinic colorant cream | Appeal 2 | Initiated | Fast Tracking | 🗑️ |



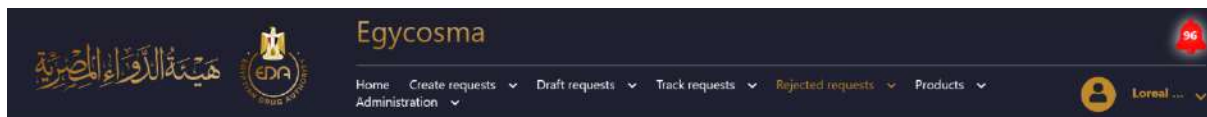
6. When you submit the request status updated to **Initiated**
7. In case you get first comment from the authority status updated to **waiting company response** and you need to replay comments you got and re-submit the request
8. when you re-submit request status updated to **In progress**

And here in the **Rejected requests for Notification** page, you will get two taps (**Final rejected & could be appealed**)

1. **Final Rejected** requests are not able to be appealed.
2. **Could be appealed** requests, you can appeal for once or twice as appearing in the **Type of request** column in the page.



The dashboard shows a navigation menu with 'Rejected requests' highlighted. Below the menu are three main statistics cards: 'Track Requests' (11 requests), 'Draft Requests' (4 requests), and 'Approved Products' (22 requests). A bar chart is visible on the left side of the dashboard.



The page header shows the 'Rejected requests' menu item selected. The user profile 'Loreal ...' is visible in the top right corner.

Rejected requests for Notification

Final Rejected **Could be appealed**

Filter Data

Which column do you want to search in ?

| Request Number | Submission date | Type Of Notification | Product English name | Type Of Request | Status | Track Type | Action |
|----------------|-----------------|----------------------|------------------------------|-----------------------------|----------|-----------------|-------------------------------------|
| 6269 | Nov 1, 2021 | Register Products | TEST FLAGGE | Reject and can appeal once | Rejected | Normal Tracking | <input type="checkbox"/> |
| 6077 | Oct 14, 2021 | Register Products | test ff marw 778ffewrrrrrr78 | Reject and can appeal twice | Rejected | Fast Tracking | <input checked="" type="checkbox"/> |

Previous Next

By clicking on the **action** icon here, the page will be transferred to **Create requests for Notification**, as appearing in the picture in the next page.

| Request Number # | Submission date # | Type Of Notification # | Product English name # | Type Of Request # | Status # | Track Type # | Action |
|------------------|-------------------|------------------------|------------------------|-----------------------------|----------|-----------------|--------|
| 5128 | Sep 12, 2021 | Register Products | test sH | Reject and can appeal once | Rejected | Normal Tracking | |
| 5099 | Sep 12, 2021 | Register Products | test V1 | Reject and can appeal twice | Rejected | Normal Tracking | |
| 4878 | Sep 7, 2021 | Register Products | test reject reason 1 | Reject and can appeal twice | Rejected | Normal Tracking | |

Request id : 4878 Submission date : Sep 7, 2021 Type Of Notification : Register Products
 Product English name : test reject reason 1 Type Of Request : Reject and can appeal twice Status : Rejected
 Track Type : Normal Tracking


Reject Reasons :

1. تحتوي على بيانات غير مطابقة أو غير صحيحة.
2. منتهى الصلاحية.


| | | | | | | | |
|------|--------------|-------------------|----------|-----------------------------|----------|-----------------|--|
| 4725 | Sep 3, 2021 | Register Products | test 555 | Reject and can appeal twice | Rejected | Normal Tracking | |
| 4705 | Sep 2, 2021 | Register Products | test | Reject and can appeal twice | Rejected | Normal Tracking | |
| 4488 | Sep 1, 2021 | Register Products | TEST 88 | Reject and can appeal once | Rejected | Normal Tracking | |
| 4157 | Aug 30, 2021 | Register Products | test 756 | Reject and can appeal twice | Rejected | Normal Tracking | |

Previous 1 2 Next

If you click on any product you can see the **reject reason** here


Egycosma
362

Home
Create requests
Draft requests
Track requests
Rejected requests
Products
Administration

 test loc...

Create request for Notification

Type Of Notification: Register Products

Type Of Request: Local

Export only

Track Type: Normal Tracking

Product Name: TEST INODE

Product Details

Packaging/Ingredient Data

Attachments

Product Details

Product Name (Arabic):

Product Name (English): TEST INODE

Short Name Field

Short Name: TEST INODE

Address: test local com 1

Company Name: (JPC) JOHNSON PRODUCTS COMPANY

Country (Arabic Name): AFGHANISTAN

Trade Mark:

Product Type: BETA201

Product Name: Alpha Promo skin Care

Storage Area: Storage 1

Shelf Life: 39 Months

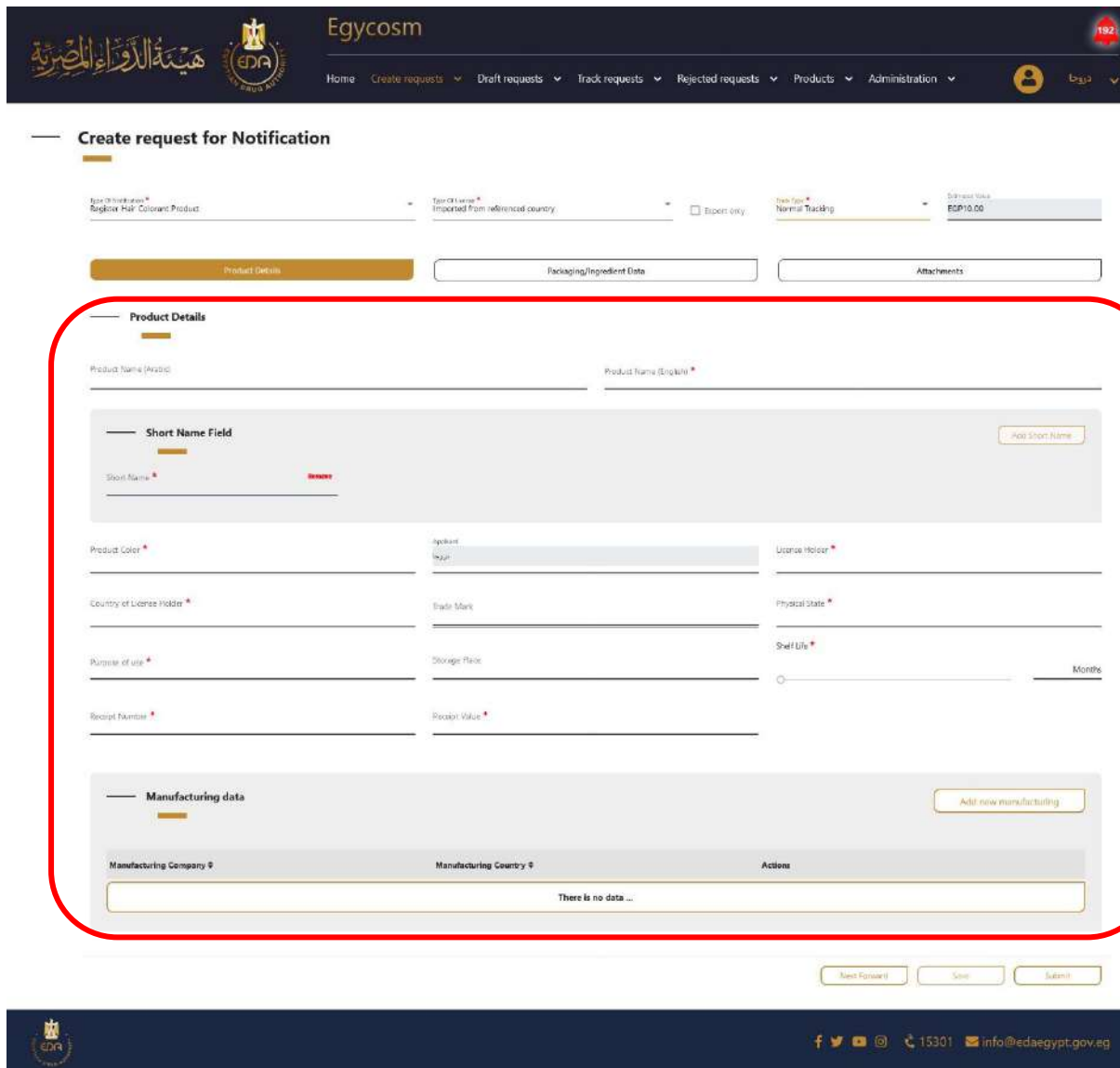
Receipt Number:

Receipt Value:

Manufacturing data

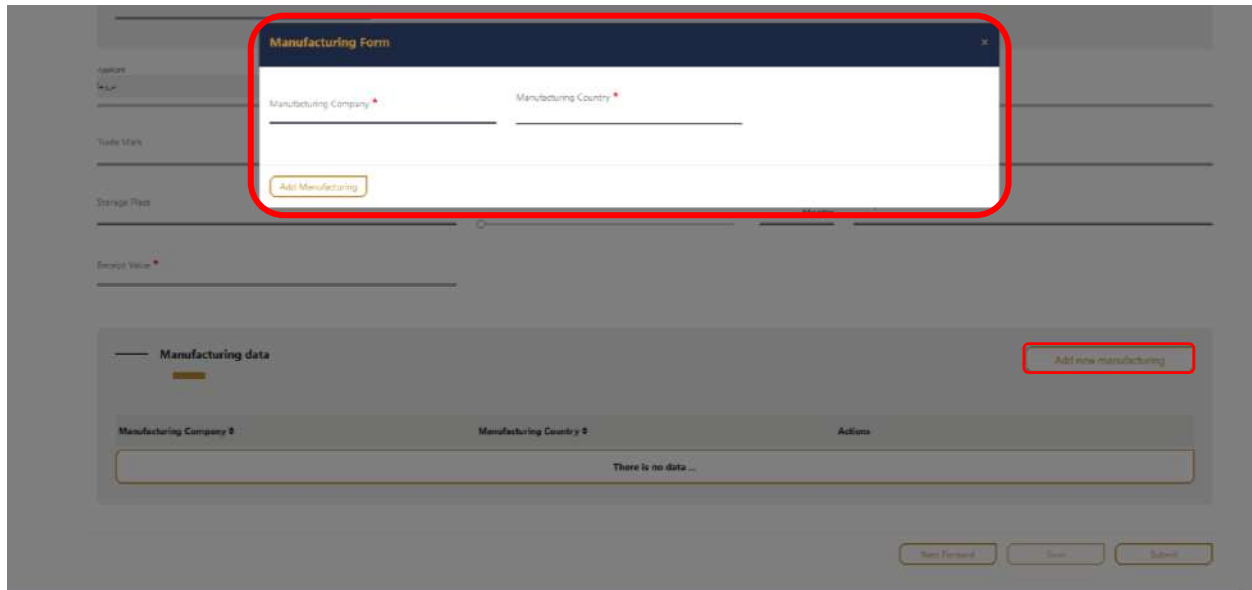
| Manufacturing Company # | Manufacturing Country # | Actions |
|--------------------------------|-------------------------|---------|
| (JPC) JOHNSON PRODUCTS COMPANY | AL BANBA | |

*** In case the type of Notification is Register Hair Colorant Product**



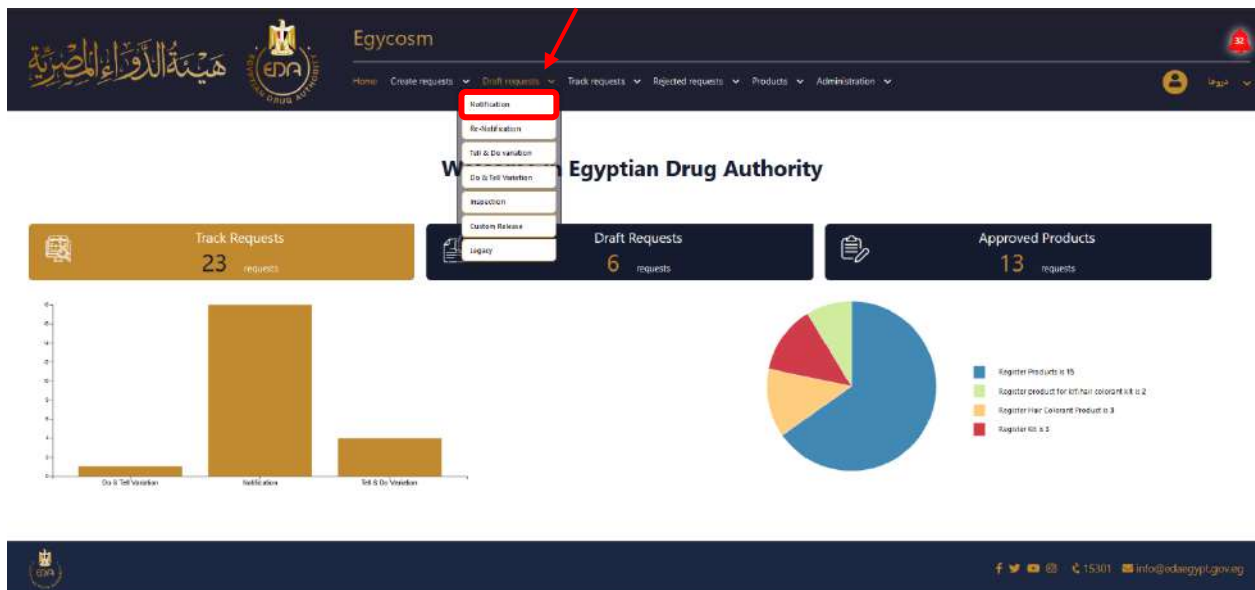
3. after fill at least one field with its custom data the save button will be activated and the request will be saved in draft requests menu > notification tap until you complete all mandatory fields which have small red star on it (*) in the Type of Notification page , Type of license page and Track type page you can able to submit by clicking on submit button and the request will transfer to track requests menu > notification tap.

Click on **add new manufacturing** then a pop-up will appears including the form of manufacturing data Consists of:



4. You must save the product and it will go directly to **Draft requests**

In order to make sure that the product has been saved and return to complete it again in anticipation of any technical malfunction







Draft requests > Notification page

Filter Data

What's colour do you want to search in ?

search for the product here

| Request Number # | Send date # | Type Of Notification # | Product English name # | Product Arabic name # | Track Type # | Action |
|------------------|--------------|--|------------------------|-----------------------|-----------------|---|
| 1401 | Jul 7, 2021 | Register hair colorant product for kit | basist | | Normal Tracking |   |
| 1756 | Jul 25, 2021 | Register product for Mi(hair) colorant kit | project white serum | | Fast Tracking |   |

You will find the product here

Then you can go back to complete your request by clicking on **edit sign**

Or remove the request from draft by clicking on **delete sign**

5. The tap of **Packaging/Ingredient Data** is divided into two parts **packaging data** , **Ingredient data**

Create request for Notification

Product Name: Register Hair Colorant Product | Search Name: Imported from referenced country | Export only | Track Type: Normal Tracking | Substrate Value: EGP10.00

Product Details | Packaging/Ingredient Data | Attachments

Packaging data

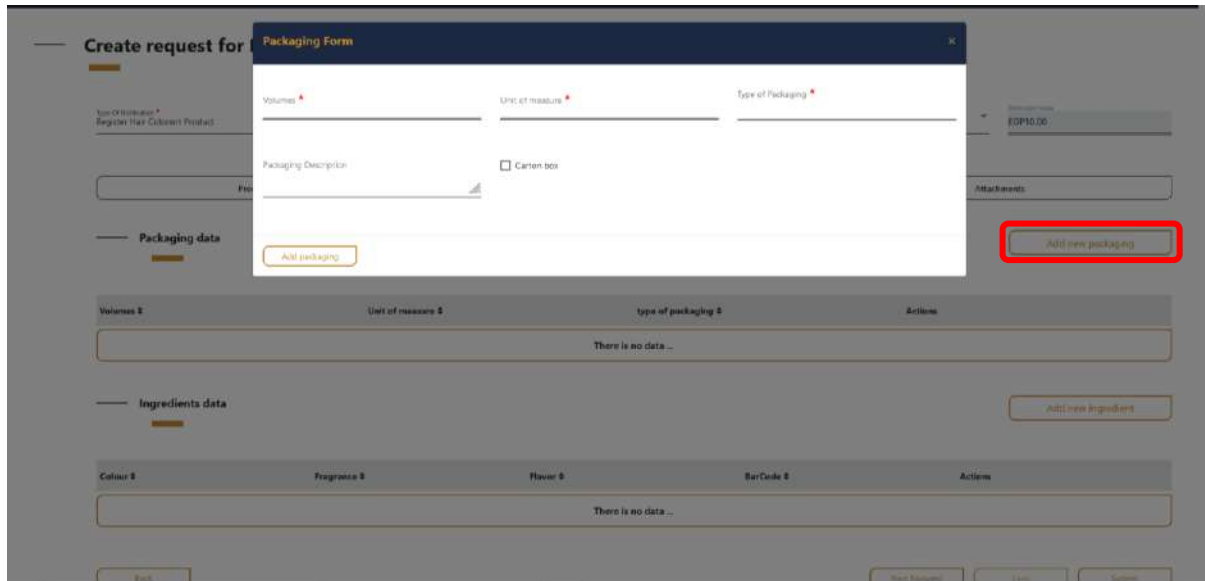
| Volume # | Unit of measure # | type of packaging # | Actions |
|----------------------|-------------------|---------------------|---------|
| There is no data ... | | | |

Ingredients data

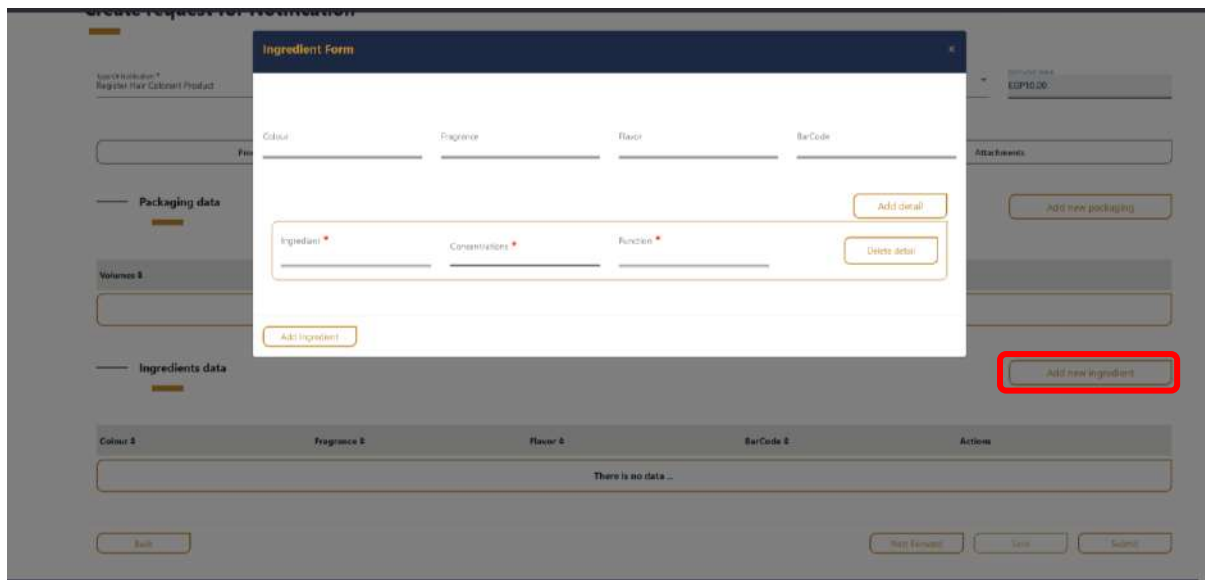
| Colour # | Fragrance # | Flavor # | BarCode # | Actions |
|----------------------|-------------|----------|-----------|---------|
| There is no data ... | | | | |

Back | Next Forward | Save | Submit

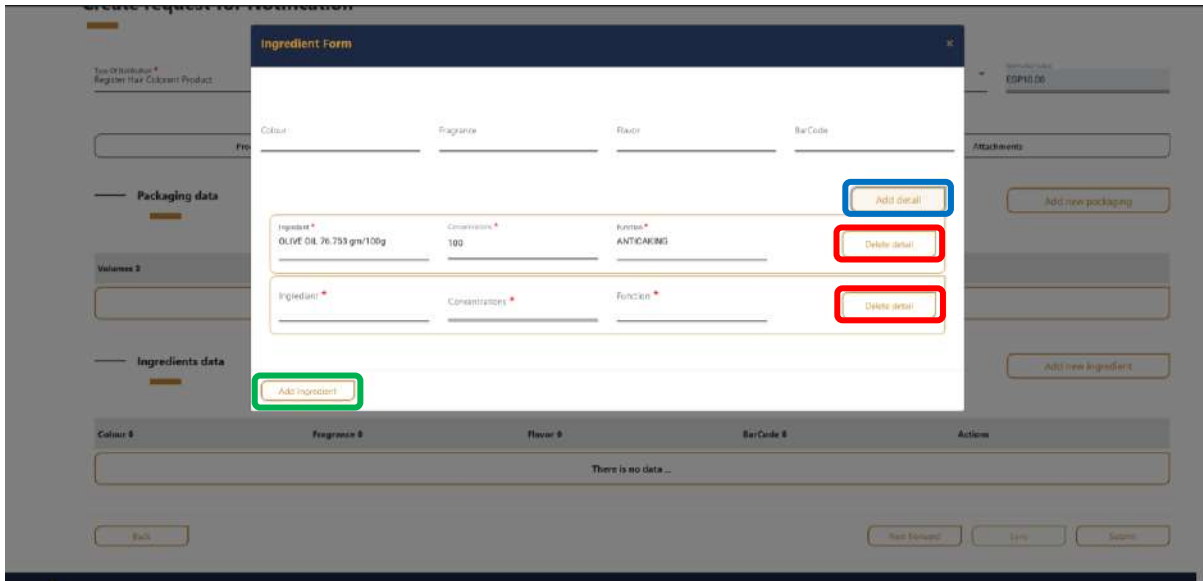
Click on add new **add new packaging** then a pop-up will appears including The form of packaging data Consists of



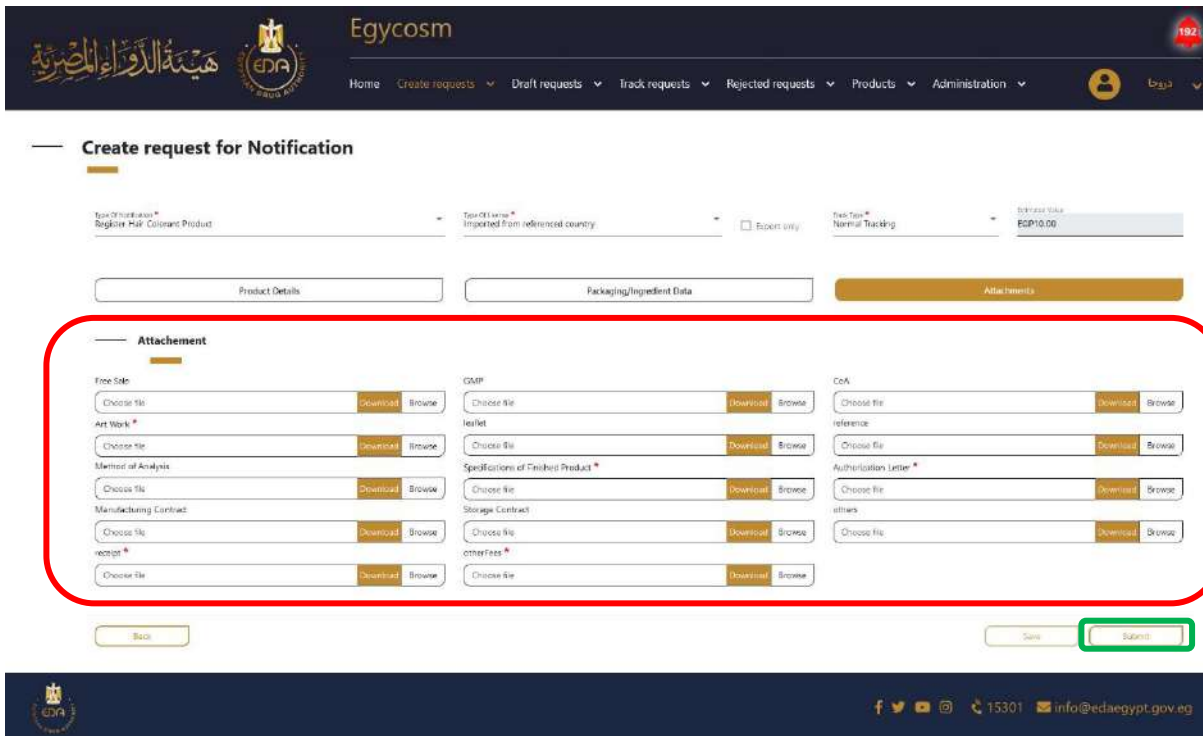
Click on add new **add new Ingredient** then a pop-up will appears including The form of details data Consists of



You can add many ingredients or delete them from those buttons and after finishing this step click on add details button



Here you add all the documents related to the product, each in the place designated for it in **the tap of attachments (must be pdf)**

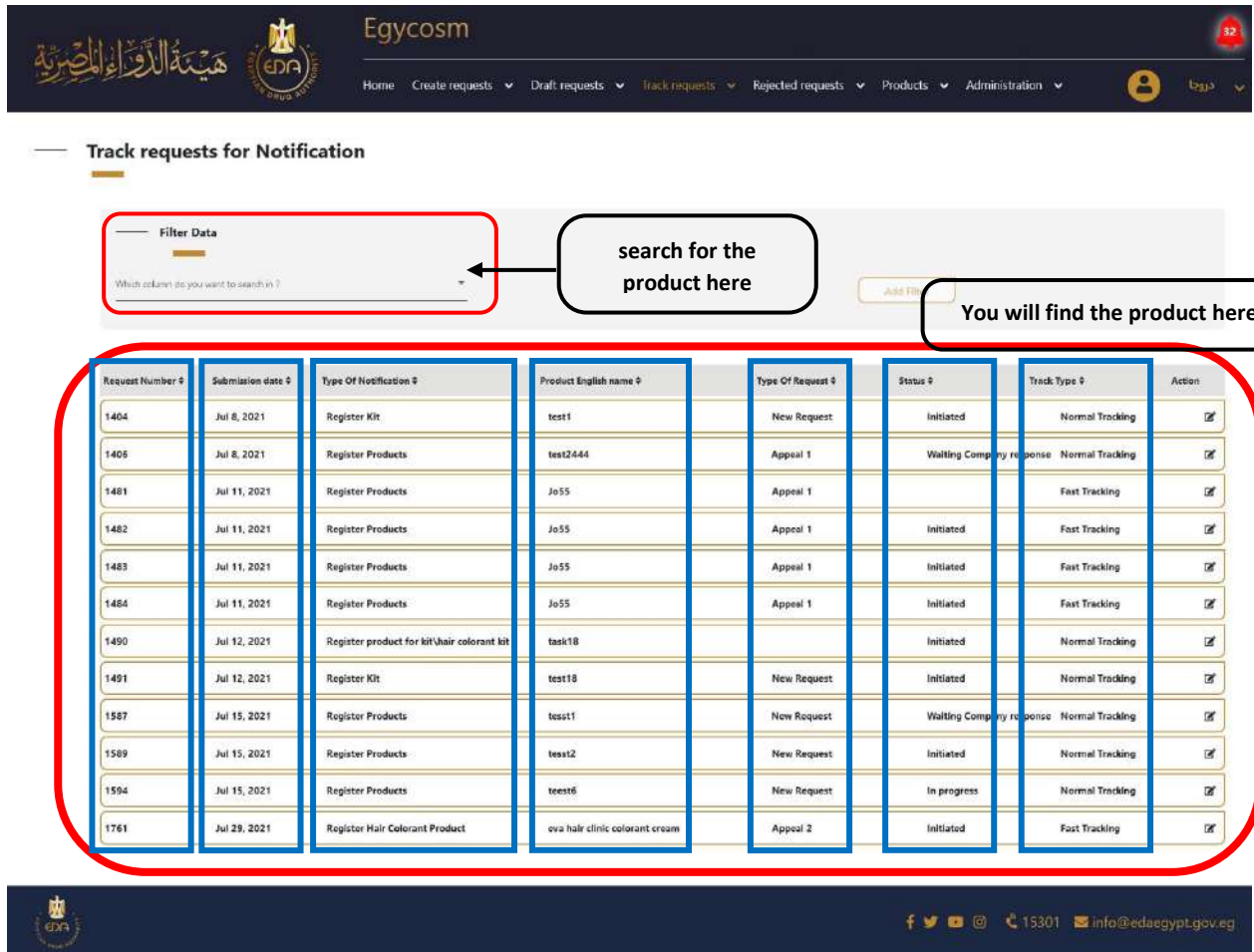


6. At the end you make sure that all the mandatories' fields are filled with its costume data then click on **Submit button**

After you have finished entering all the data for the product and press **submit** then the product will go directly to **Track requests > Notification**

The screenshot displays the Egycosm web application interface. At the top, there is a navigation bar with the EDA logo and the text 'Egycosm'. Below the navigation bar, a dropdown menu is open, highlighting the 'Notification' option. The main content area features a 'Welcome to the Egyptian Drug Authority' message. There are two main statistics cards: 'Track Requests' with 23 requests and 'Approved Products' with 13 requests. Below these cards, there are two charts: a bar chart showing the distribution of requests across different categories (Do & Not Violation, Notification, Not & Do Violation) and a pie chart showing the distribution of registered products across different categories (Register Product is 15, Register product for EMEA's central list is 2, Register New Central Product is 3, Register list is 1). The footer contains the EDA logo, social media icons, and contact information: 15301 and info@edaegypt.gov.eg.

At the **Track requests for Notification** page there was an attribute table for all the finished request and submitted successfully classified its **Request Number, Submission date, Type Of Notification, Product English name, Type Of Request, Status and Track Type**



Track requests for Notification

Filter Data

Which column do you want to search in?

search for the product here

You will find the product here

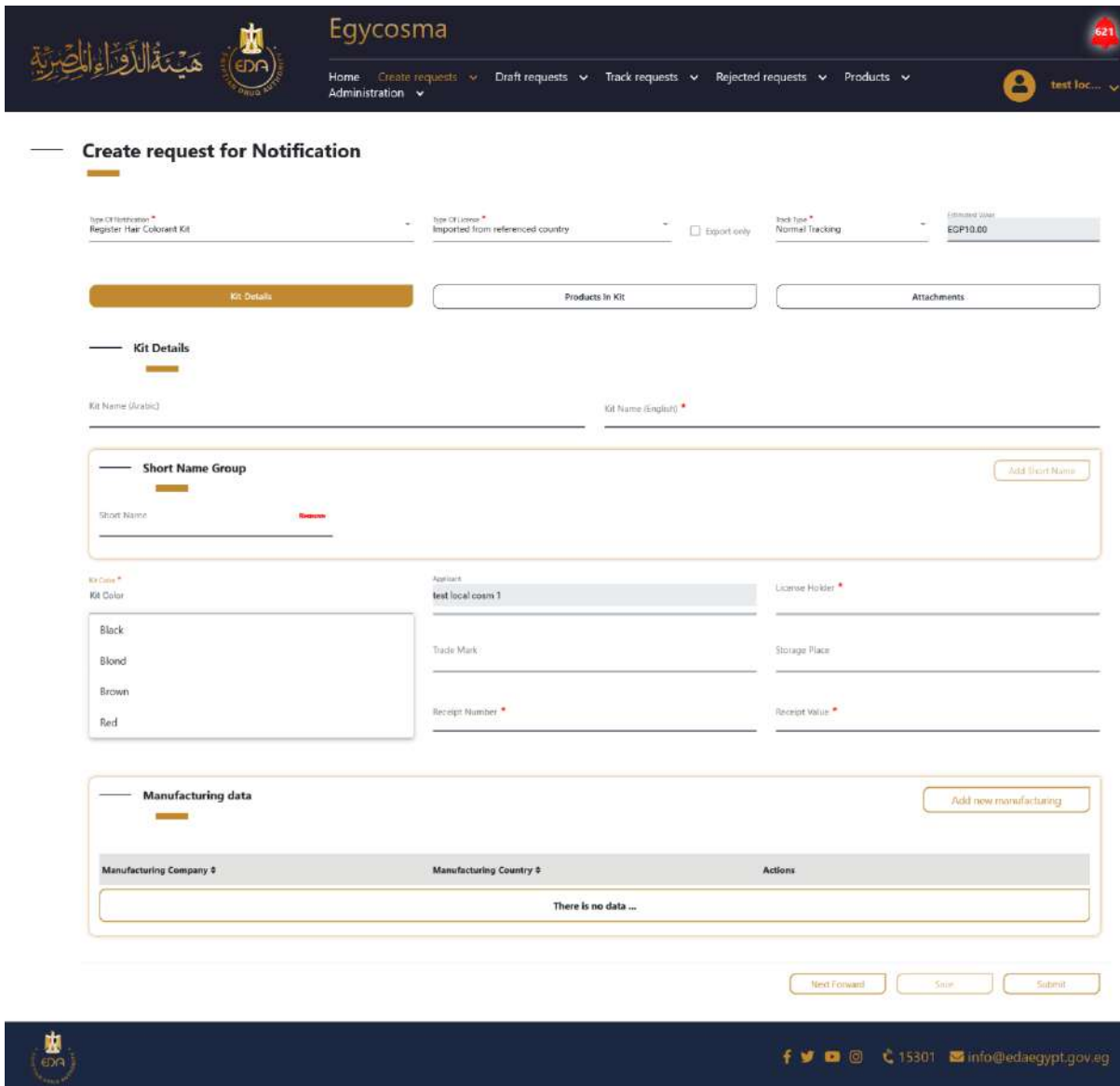
| Request Number | Submission date | Type Of Notification | Product English name | Type Of Request | Status | Track Type | Action |
|----------------|-----------------|--|--------------------------------|-----------------|--------------------------|-----------------|--------|
| 1404 | Jul 8, 2021 | Register Kit | test1 | New Request | Initiated | Normal Tracking | |
| 1405 | Jul 8, 2021 | Register Products | test2444 | Appeal 1 | Waiting Company response | Normal Tracking | |
| 1481 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | | Fast Tracking | |
| 1482 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | Initiated | Fast Tracking | |
| 1483 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | Initiated | Fast Tracking | |
| 1484 | Jul 11, 2021 | Register Products | Jo55 | Appeal 1 | Initiated | Fast Tracking | |
| 1490 | Jul 12, 2021 | Register product for kit/Hair colorant kit | task18 | | Initiated | Normal Tracking | |
| 1491 | Jul 12, 2021 | Register Kit | test18 | New Request | Initiated | Normal Tracking | |
| 1587 | Jul 15, 2021 | Register Products | test11 | New Request | Waiting Company response | Normal Tracking | |
| 1589 | Jul 15, 2021 | Register Products | test12 | New Request | Initiated | Normal Tracking | |
| 1594 | Jul 15, 2021 | Register Products | test6 | New Request | In progress | Normal Tracking | |
| 1761 | Jul 29, 2021 | Register Hair Colorant Product | ova hair clinic colorant cream | Appeal 2 | Initiated | Fast Tracking | |

15301 info@edaegypt.gov.eg

*** In case the type of Notification is Register Hair Colorant KIT:**

We find that the difference between Register kit and Register Hair Colorant KIT in the field of color kit ... and Register Hair Colorant KIT can apply register product and register hair colorant product

7. Register Hair Colorant KIT Same steps of Register kit

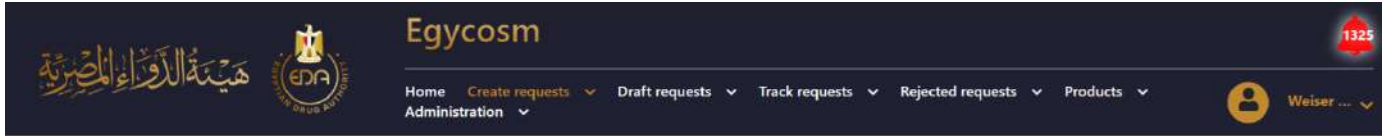


The screenshot displays the 'Egycosma' web application interface for creating a notification request. The header includes the EDA logo and navigation menus for Home, Create requests, Draft requests, Track requests, Rejected requests, and Products. The user is logged in as 'test loc...'. The main section is titled 'Create request for Notification' and contains the following fields and sections:

- Form Fields:**
 - Type Of Notification: Register Hair Colorant Kit
 - Type Of License: Imported from referenced country
 - Export only:
 - Track Type: Normal Tracking
 - Estimated Value: EGP10.00
- Kit Details Section:**
 - Kit Name (Arabic):
 - Kit Name (English):
 - Short Name Group:** Includes a 'Short Name' field with a 'Required' indicator and an 'Add Short Name' button.
 - Kit Color:** A dropdown menu with options: Black, Blond, Brown, Red.
 - Applicant:** test local cosms 1
 - License Holder:**
 - Trade Mark:**
 - Storage Place:**
 - Receipt Number:**
 - Receipt Value:**
- Manufacturing data Section:**
 - Includes a table with columns: Manufacturing Company, Manufacturing Country, and Actions.
 - Current status: There is no data ...
 - Button: Add new manufacturing
- Navigation:** Next Forward, Save, Submit buttons.

1. Create requests for Re-Notification,

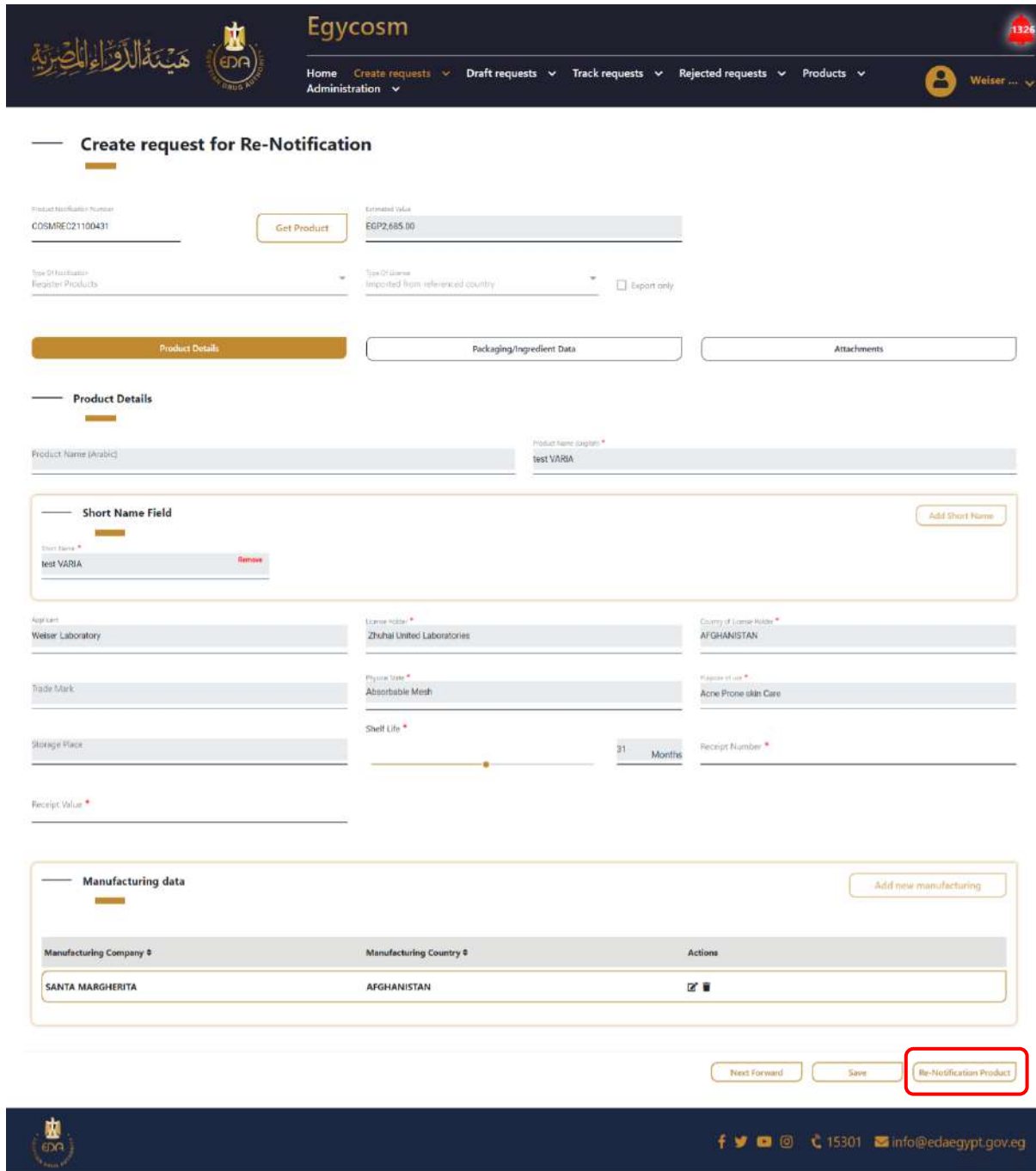
This page is created for Products which reached or passed 9/10 years on the system.



Create request for Re-Notification



After clicking on **Get Product** icon, the screen will appear as in the below picture.



Egycosm

Home Create requests Draft requests Track requests Rejected requests Products Administration

Create request for Re-Notification

Product Registration Number: CDSMREC21100431 **Get Product** Estimated value: EGP2,685.00

Type of Notification: Register Products Type of License: Imported from referenced country Export only

Product Details Packaging/Ingredient Data Attachments

Product Details

Product Name (Arabic): Product name (English): test VARIA

Short Name Field Add Short Name

Short Name: test VARIA Remove



Applicant: Weiser Laboratory License holder: Zhuhai United Laboratories Country of License Holder: AFGHANISTAN

Trade Mark: Figure Type: Absorbable Mesh Package of use: Acne Prone skin Care

Storage Place: Shelf Life: 31 Months Receipt Number:

Receipt Value:

Manufacturing data Add new manufacturing

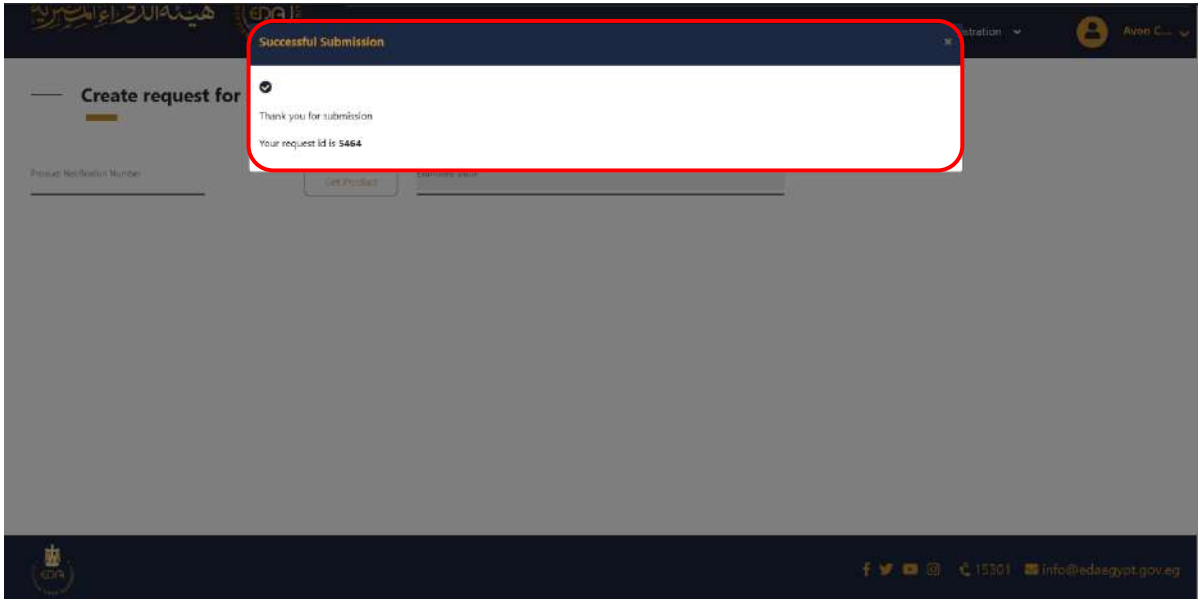
| Manufacturing Company | Manufacturing Country | Actions |
|-----------------------|-----------------------|---|
| SANTA MARGHERITA | AFGHANISTAN |   |

Next Forward Save **Re-Notification Product**

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This page containing the Product details, first you should fill the fields and attachments that marked with (*) and at the down right side of the page you will find **Re-Notification Product** icon, click on it.

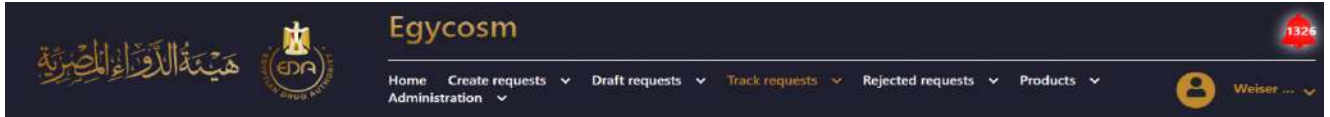
After clicking on **Re-Notification Product**, you will get a pop-up message as in the picture below.



Take a copy of the request notification number which in the pop-up message to follow the status of your request in the **Track request for Re-Notification** page.

And here is your request appears at the top of the list as in the picture below.

Ps: the list already sorted by default from newest to oldest.



Track request for Re-Notification

Filter Data

Which column do you want to search in?
 Submission date

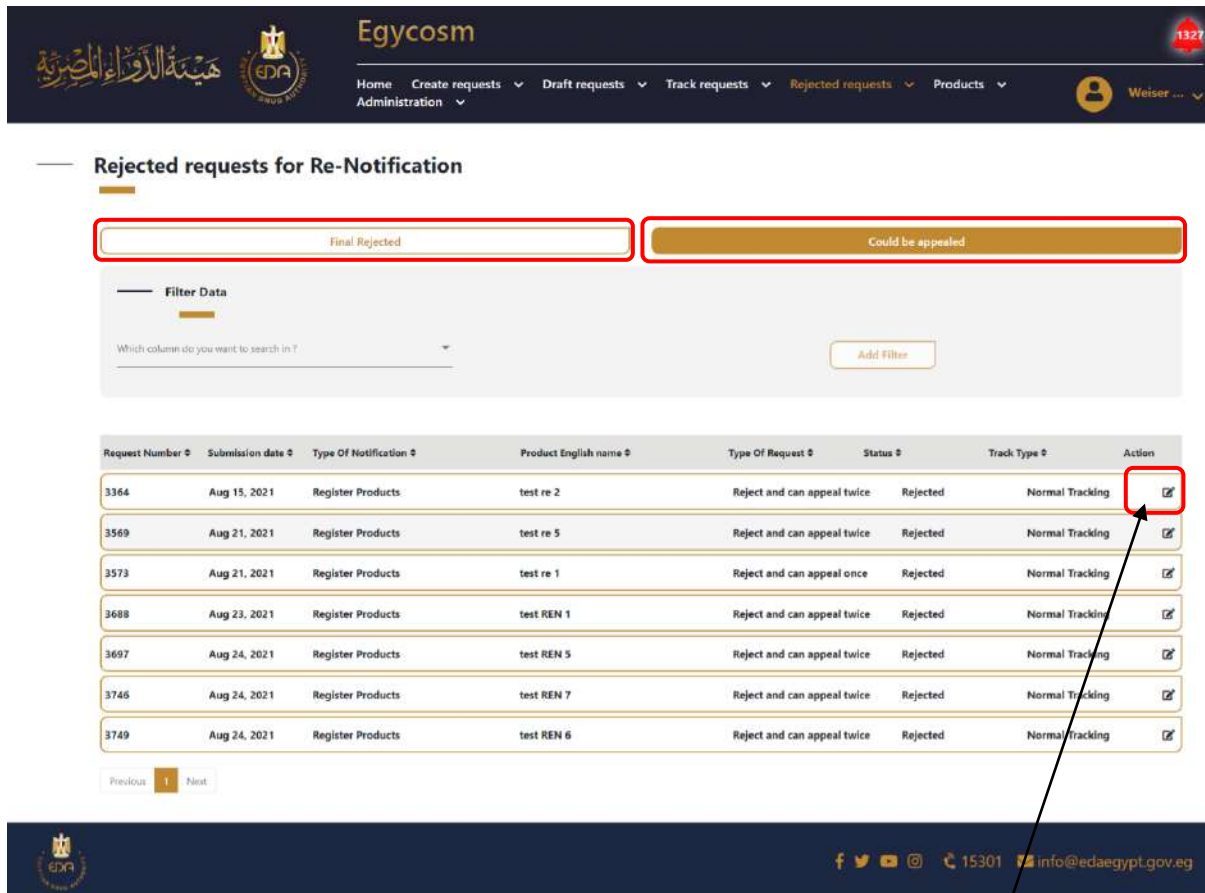
Choose a date

Add Filter

| Notification Number | Submission date | Type Of Notification | Product English name | Product Arabic name | Status | Action |
|---------------------|-----------------|----------------------|---------------------------------|---------------------|--------------------------|--------|
| COSMREC21100431 | Aug 26, 2021 | Register Products | test VARIA | | Initiated | |
| COSMREC21100432 | Aug 25, 2021 | Register Products | test VARIA 1 | | Need Unflag Action | |
| COSMREC21100432 | Aug 25, 2021 | Register Products | test VARIA 1 | | Need Unflag Action | |
| COSMREC21100432 | Aug 25, 2021 | Register Products | test VARIA 1 | | Need Unflag Action | |
| COSMREC21100432 | Aug 25, 2021 | Register Products | test VARIA 1 | | Need Unflag Action | |
| COSMREC21100429 | Aug 25, 2021 | Register Products | test RE 111 | | Initiated | |
| COSMREC21100354 | Aug 24, 2021 | Register Products | test REN 8 | | Initiated | |
| COSMREC21100353 | Aug 24, 2021 | Register Products | test REN 9 | | Initiated | |
| COSMREC21100352 | Aug 24, 2021 | Register Products | test REN 4 | | Waiting Company response | |
| COSMREC21100346 | Aug 23, 2021 | Register Products | test REN 2 | | Initiated | |
| COSMREC21100348 | Aug 23, 2021 | Register Products | test REN | | Need Unflag Action | |
| COSMREC21100348 | Aug 23, 2021 | Register Products | test REN | | Need Unflag Action | |
| COSMREC21100348 | Aug 23, 2021 | Register Products | test REN | | Need Unflag Action | |
| COSMREC21100348 | Aug 23, 2021 | Register Products | test REN | | Need Unflag Action | |
| COSMREC21100289 | Aug 21, 2021 | Register Products | test re 4 | | Need Unflag Action | |
| COSMREC21100289 | Aug 21, 2021 | Register Products | test re 4 | | Need Unflag Action | |
| COSMREC21100289 | Aug 21, 2021 | Register Products | test re 4 | | Need Unflag Action | |
| COSMREC21100289 | Aug 21, 2021 | Register Products | test re 4 | | Need Unflag Action | |
| COSMREC2121892567 | Jul 25, 2021 | Register Products | producttt1 | | initiated | |
| COSMREC2121892500 | Jul 14, 2021 | Register Products | test renotification | | Initiated | |
| COSMREC2121892492 | Jun 19, 2021 | Register Products | test130 | | initiated | |
| COSML2121892489 | Jun 17, 2021 | Register Products | ihelwbfjkhfb djhwebfilhwebfk... | | Initiated | |
| COSML2121892489 | Jun 17, 2021 | Register Products | ihelwbfjkhfb djhwebfilhwebfk... | | Initiated | |
| COSML2121892486 | Jun 17, 2021 | Register Products | test80 | | Initiated | |
| COSML2121892483 | Jun 16, 2021 | Register Products | test100 | | Initiated | |
| COSM_586 | Jun 2, 2021 | Register Products | test attachment save 2 | مرفق بعد الحفظ | draft | |

And here in the **Rejected requests for Re-Notification** page, you will get two tabs (**Final rejected & could be appealed**)

2. **Final Rejected** requests are not able to be appealed.
3. **Could be appealed** requests, you can appeal for once or twice as appearing in the **Type of request** column in the page.










Rejected requests for Re-Notification

Final Rejected | Could be appealed

Filter Data

Which column do you want to search in ?

| Request Number | Submission date | Type Of Notification | Product English name | Type Of Request | Status | Track Type | Action |
|----------------|-----------------|----------------------|----------------------|-----------------------------|----------|-----------------|---|
| 3364 | Aug 15, 2021 | Register Products | test re 2 | Reject and can appeal twice | Rejected | Normal Tracking |  |
| 3569 | Aug 21, 2021 | Register Products | test re 5 | Reject and can appeal twice | Rejected | Normal Tracking |  |
| 3573 | Aug 21, 2021 | Register Products | test re 1 | Reject and can appeal once | Rejected | Normal Tracking |  |
| 3688 | Aug 23, 2021 | Register Products | test REN 1 | Reject and can appeal twice | Rejected | Normal Tracking |  |
| 3697 | Aug 24, 2021 | Register Products | test REN 5 | Reject and can appeal twice | Rejected | Normal Tracking |  |
| 3746 | Aug 24, 2021 | Register Products | test REN 7 | Reject and can appeal twice | Rejected | Normal Tracking |  |
| 3749 | Aug 24, 2021 | Register Products | test REN 6 | Reject and can appeal twice | Rejected | Normal Tracking |  |

Previous 1 Next

EDA Logo | 15301 | info@edaegypt.gov.eg

By clicking on the **action** icon here, the page will be transferred to **Create requests for Re-Notification**, as appearing in the picture in the next page.

| Request Number # | Submission date # | Type Of Notification # | Product English name # | Type Of Request # | Status # | Track Type # | Action |
|------------------|-------------------|------------------------|------------------------|-----------------------------|----------|-----------------|-------------------------------------|
| 5128 | Sep 12, 2021 | Register Products | test sH | Reject and can appeal once | Rejected | Normal Tracking | <input checked="" type="checkbox"/> |
| 5099 | Sep 12, 2021 | Register Products | test V1 | Reject and can appeal twice | Rejected | Normal Tracking | <input checked="" type="checkbox"/> |
| 4878 | Sep 7, 2021 | Register Products | test reject reason 1 | Reject and can appeal twice | Rejected | Normal Tracking | <input checked="" type="checkbox"/> |

Request id : 4878 Submission date : Sep 7, 2021 Type Of Notification : Register Products
 Product English name : test reject reason 1 Type Of Request : Reject and can appeal twice Status : Rejected
 Track Type : Normal Tracking


Reject Reasons :

1. تحتوي على بيانات غير مطابقة أو غير صحيحة.
2. منتهى الصلاحية.

| | | | | | | | |
|------|--------------|-------------------|----------|-----------------------------|----------|-----------------|-------------------------------------|
| 4725 | Sep 3, 2021 | Register Products | test 555 | Reject and can appeal twice | Rejected | Normal Tracking | <input checked="" type="checkbox"/> |
| 4705 | Sep 2, 2021 | Register Products | test | Reject and can appeal twice | Rejected | Normal Tracking | <input checked="" type="checkbox"/> |
| 4488 | Sep 1, 2021 | Register Products | TEST 88 | Reject and can appeal once | Rejected | Normal Tracking | <input checked="" type="checkbox"/> |
| 4157 | Aug 30, 2021 | Register Products | test 756 | Reject and can appeal twice | Rejected | Normal Tracking | <input checked="" type="checkbox"/> |

Previous 1 2 Next

If you click on any product you can see the **reject reason** here



Egycosm

Home Create requests Draft requests Track requests Rejected requests Products Administration

1328

Waiser ...

Create request for Re-Notification

Product notification Number
COSMREC21100288

Type Of Notification
Register Products

Get Product

Submission value
EGP2,685.00

Type Of License
Imported from referenced country Report only

Product Details

Packaging/Ingredient Data

Attachments

Product Details

Product Name (Arabic) Product Name (English) *
test re 2

Short Name Field

Short Name *
test re 2 Remove

Add Short Name

Manufacturer
Waiser Laboratory

Trade Mark

Storage Place

Product value *
22

Source Trade *
SANTA MARGHERITA

Product Name *
Absorbable Mash

Shelf Life *
31 Months

Country of License Holder *
ALBANIA


Number of Use *
Acne Prone skin Care

Product Number *
942323

Manufacturing data

| Manufacturing Company # | Manufacturing Country # | Actions |
|-------------------------|-------------------------|--|
| SANTA MARGHERITA | ALBANIA | <input checked="" type="checkbox"/> <input type="checkbox"/> |

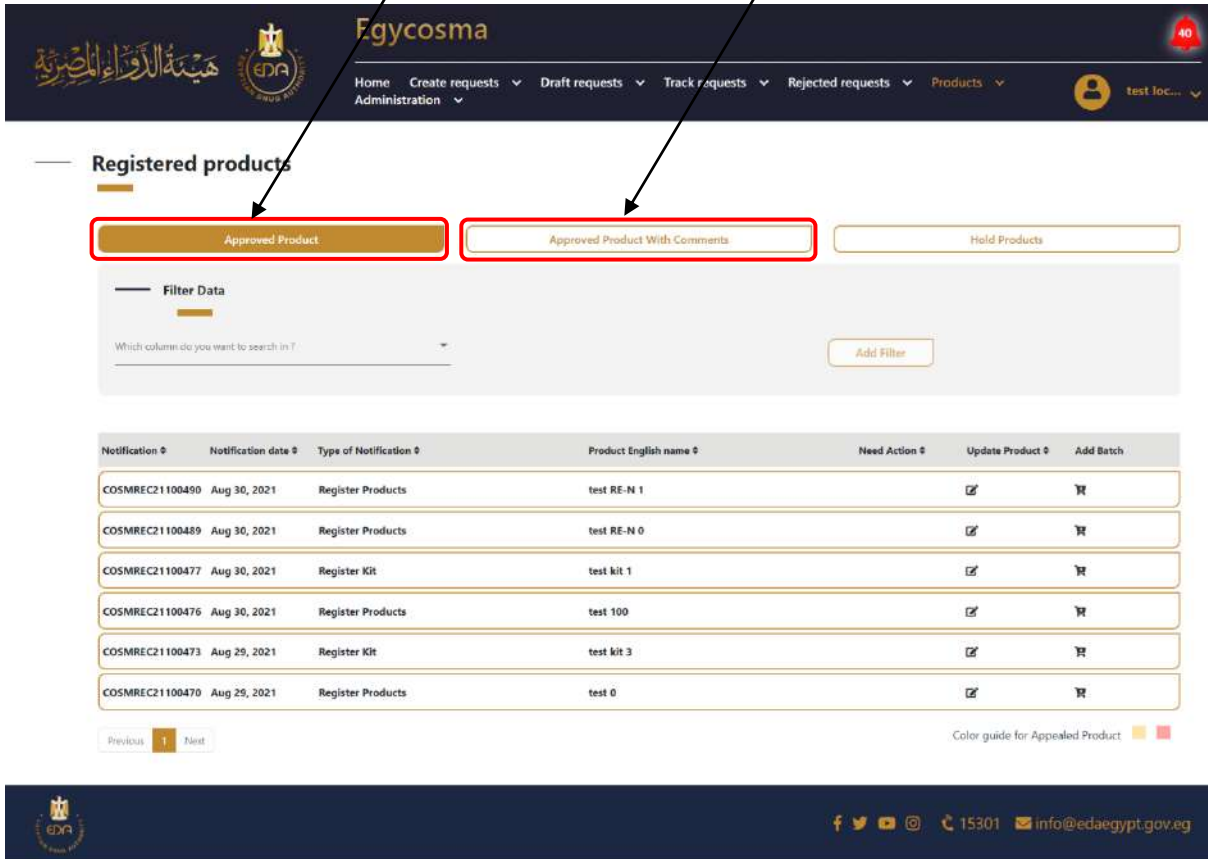
Next Forward
Save
Re-Notification Product



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Approved products will appear here

Approved products with comments will appear here



Egycosma

Home Create requests Draft requests Track requests Rejected requests Products Administration

test loc...

Registered products

Approved Product Approved Product With Comments Hold Products

Filter Data

Which column do you want to search in?

Add Filter

| Notification | Notification date | Type of Notification | Product English name | Need Action | Update Product | Add Batch |
|-----------------|-------------------|----------------------|----------------------|--------------------------|--------------------------|--------------------------|
| COSMREC21100490 | Aug 30, 2021 | Register Products | test RE-N 1 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMREC21100489 | Aug 30, 2021 | Register Products | test RE-N 0 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMREC21100477 | Aug 30, 2021 | Register Kit | test kit 1 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMREC21100476 | Aug 30, 2021 | Register Products | test 100 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMREC21100473 | Aug 29, 2021 | Register Kit | test kit 3 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMREC21100470 | Aug 29, 2021 | Register Products | test 0 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Previous 1 Next

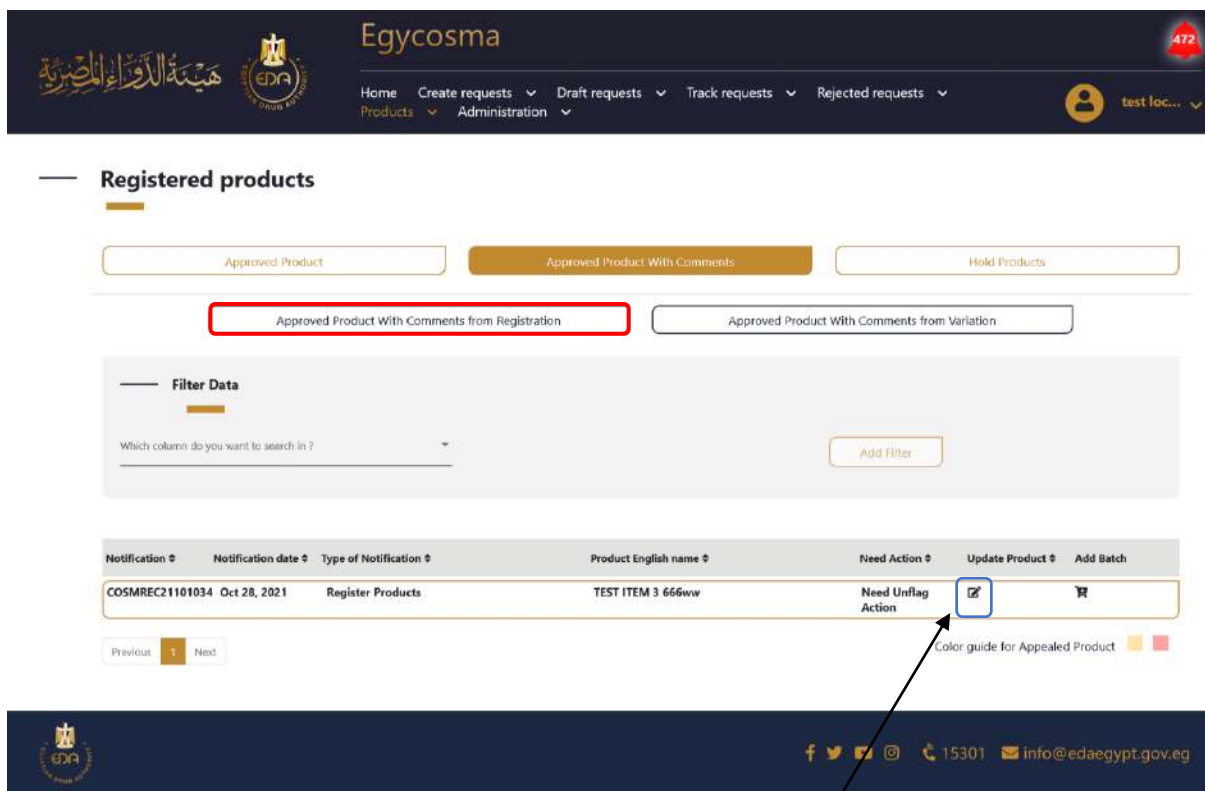
Color guide for Appealed Product

EDA

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Approved products with comments from registration (**FLAG**) as in the below picture. and these products need (**UNFLAG**) action

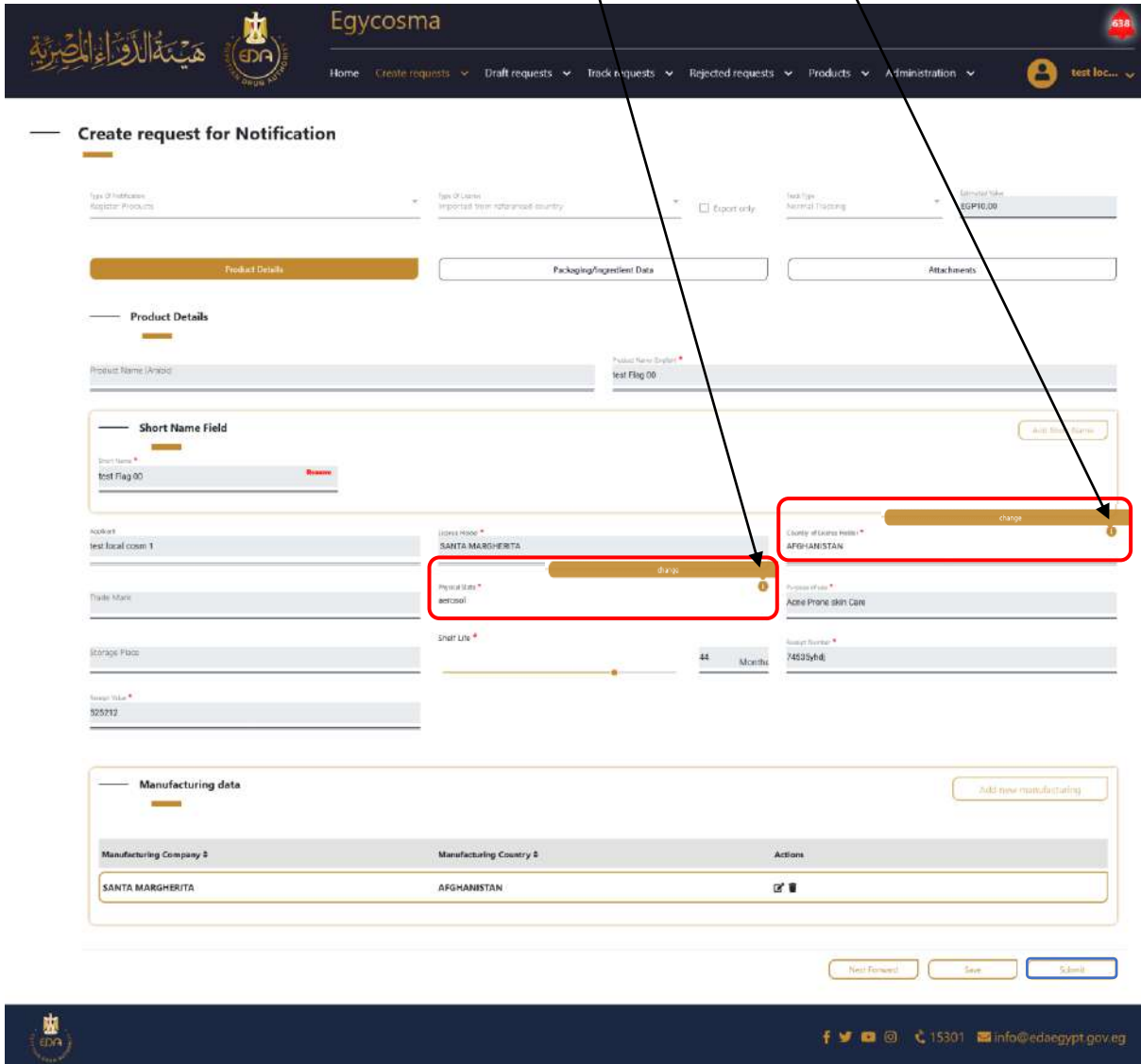
1. In this process You don't have to pay extra fees to unflag the product
2. You only need to fulfill the request by responding to the comments coming from the authority



The screenshot shows the 'Registered products' section of the Egycosma application. It includes a navigation bar with the EDA logo and 'Egycosma' title. Below the navigation, there are tabs for 'Approved Product', 'Approved Product With Comments', and 'Hold Products'. A sub-tab 'Approved Product With Comments from Registration' is highlighted with a red box. A 'Filter Data' section is present below the tabs. The main content is a table with columns: Notification, Notification date, Type of Notification, Product English name, Need Action, Update Product, and Add Batch. The first row of data shows 'COSMREC21101034' with a 'Need Unflag Action' icon in the 'Need Action' column, which is highlighted with a blue box. An arrow points from a text box below to this icon. The footer contains social media icons, a phone number (15301), and an email address (info@edaegypt.gov.eg).

First step click on the **action** icon here, the page will be transferred to **unflag product** , as appearing in the picture in the next page.

In this step you need to **check all comments** you have and click **submit** after you replay the required changes



Egycosma

Home Create requests Draft requests Track requests Rejected requests Products Administration

Create request for Notification

Type Of Medicines: Request Products | Type Of Claims: Imported from not-allowed country | Export only: | Pack Type: Normal Packaging | Estimated Value: EGP10.00

Product Details | Packaging/ingredient Data | Attachments

Product Details

Product Name (Arabic): test local cosm 1 | Product Name (English): test Flag 00

Short Name Field

Short Name: test Flag 00 Review



Address: test local cosm 1 | License Holder: SANTA MARGHERITA | Country of Origin: AFGHANISTAN change

Trade Mark: | Physical State: aerosol change | Purpose of use: Acne Prone skin Care

Storage Place: | Short Life: 44 Months | Number Number: 74535464

Serial No.: 525712

Manufacturing data

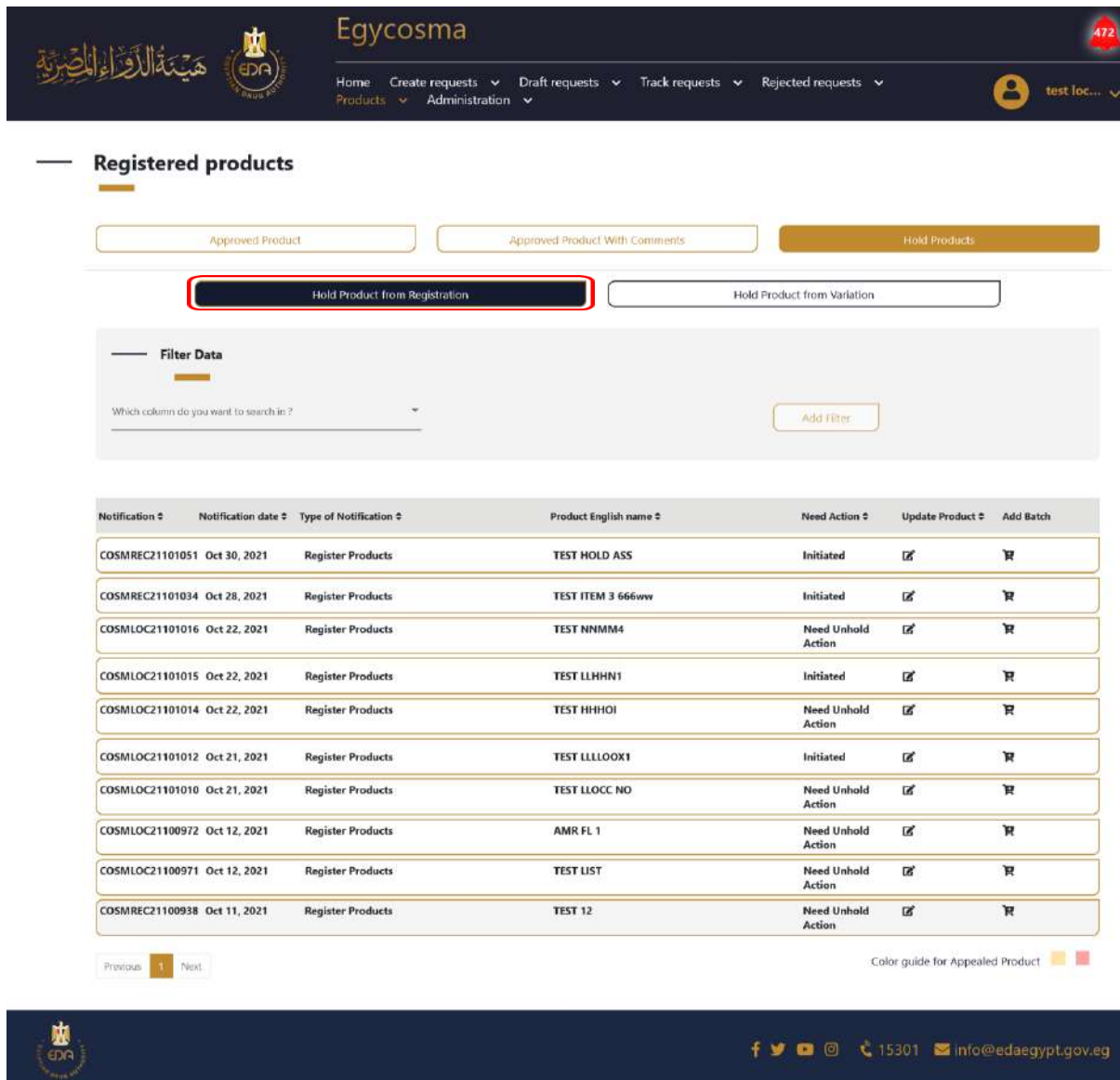
| Manufacturing Company | Manufacturing Country | Actions |
|-----------------------|-----------------------|---|
| SANTA MARGHERITA | AFGHANISTAN |   |

Next Forward Save Submit

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Hold products from registration as in the below picture , and these products need (UNHOLD) action.

3. In this process, you will have to pay extra fees to unhold the product
4. You need to fulfill the request by responding to the comments coming from the authority



Registered products

Approved Product Approved Product With Comments Hold Products

Hold Product from Registration Hold Product from Variation

Filter Data

Which column do you want to search in?

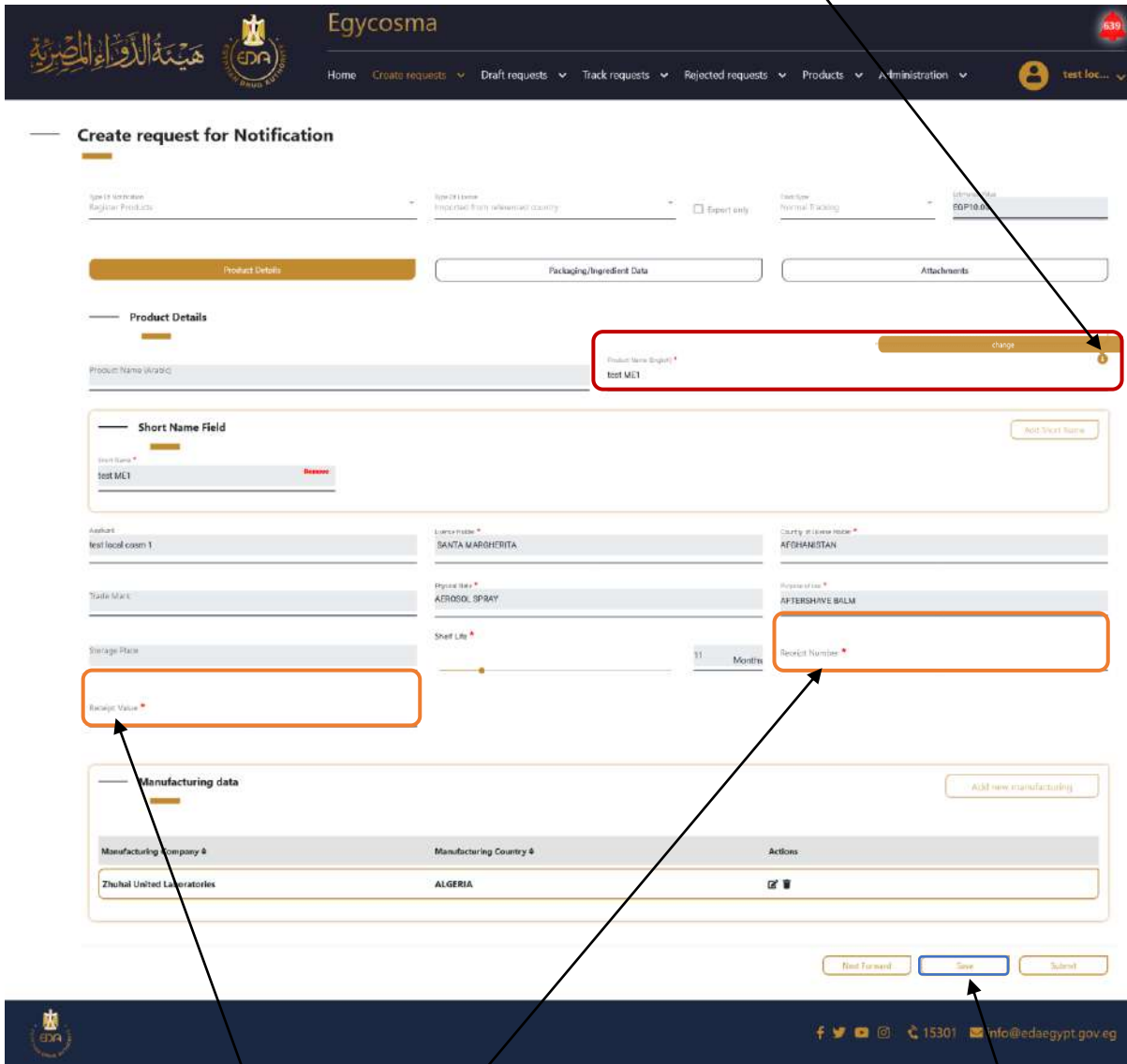
| Notification | Notification date | Type of Notification | Product English name | Need Action | Update Product | Add Batch |
|-----------------|-------------------|----------------------|----------------------|--------------------|--------------------------|--------------------------|
| COSMREC21101051 | Oct 30, 2021 | Register Products | TEST HOLD ASS | Initiated | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMREC21101034 | Oct 28, 2021 | Register Products | TEST ITEM 3 666ww | Initiated | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMLOC21101016 | Oct 22, 2021 | Register Products | TEST NNMM4 | Need Unhold Action | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMLOC21101015 | Oct 22, 2021 | Register Products | TEST LLHHN1 | Initiated | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMLOC21101014 | Oct 22, 2021 | Register Products | TEST HHHOI | Need Unhold Action | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMLOC21101012 | Oct 21, 2021 | Register Products | TEST LLLLOOX1 | Initiated | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMLOC21101010 | Oct 21, 2021 | Register Products | TEST LLOCC NO | Need Unhold Action | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMLOC21100972 | Oct 12, 2021 | Register Products | AMR FL 1 | Need Unhold Action | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMLOC21100971 | Oct 12, 2021 | Register Products | TEST LIST | Need Unhold Action | <input type="checkbox"/> | <input type="checkbox"/> |
| COSMREC21100938 | Oct 11, 2021 | Register Products | TEST 12 | Need Unhold Action | <input type="checkbox"/> | <input type="checkbox"/> |

Previous 1 Next

Color guide for Appealed Product ■ ■

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In this step you need to **check all comments**



Egycosma

Home Create requests Draft requests Track requests Rejected requests Products Administration test loc...

Create request for Notification

Specialization: Regular Products | Importation: Imported from released country | Export only: | Tracking: Normal Tracking | License: EOP18.0

Product Details | Packaging/Ingredient Data | Attachments

Product Details

Product Name (Arabic): | Product Name (English): test M1 **change**

Short Name Field

Short Name: test M1 **delete** **add Short Name**



Product Name: test local cosm 1 | License holder: SANTA MARGHERITA | Country of license holder: AFGHANISTAN

Trade Mark: | Physical Use: AEROSOL SPRAY | Purpose of use: AFTERSHAVE BALM

Storage Place: | Shelf Life: 11 Months | Receipt Number: **Receipt Value:**

Manufacturing data

ADD new manufacturing

| Manufacturing Company | Manufacturing Country | Actions |
|---------------------------|-----------------------|--|
| Zuhai United Laboratories | ALGERIA |   |

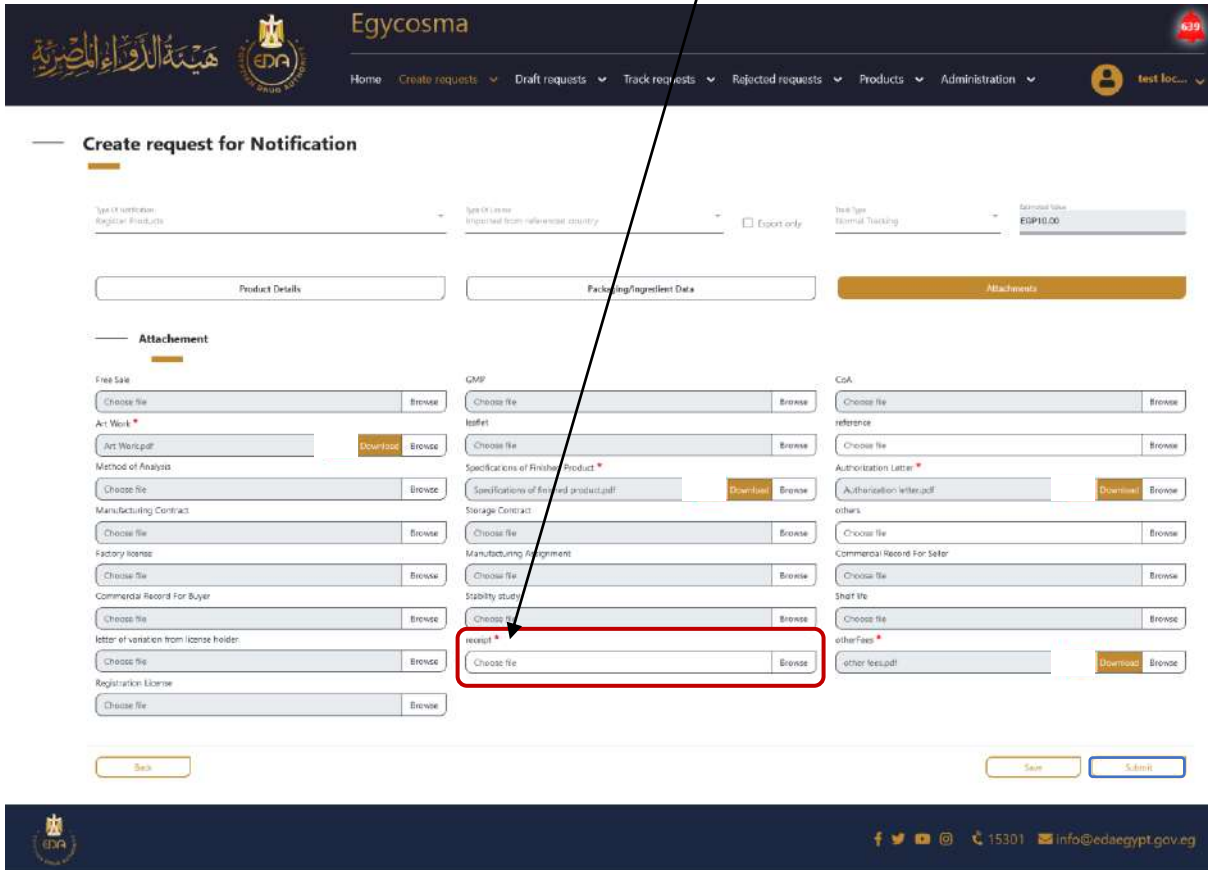
Next Forward Save Submit

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you have to enter receipt number , and receipt value

You need to save first to enable add receipt attachment

You need to add receipt attachment
once you complete this step you can
click **submit**



blocked products in the below picture , once product reject from unhold process the product appear direct in **blocked product** and You cannot take any action.



Blocked products

Filter Data

Which column do you want to search in?


Apply Filter

| Notification # | Submission date # | Type Of Notification # | Product English name # | Type Of Request # | Status # | Track Type # | Action |
|-----------------|-------------------|------------------------|------------------------|-------------------|----------|-----------------|--------|
| COSMREC21100662 | Sep 14, 2021 | Register Products | test RB-3 | | Blocked | Normal Tracking | [X] |
| COSMREC21100670 | Sep 12, 2021 | Register Products | test H 1 | | Blocked | Normal Tracking | [X] |
| COSMREC21100659 | Sep 11, 2021 | Register Products | test E12 | | Blocked | Normal Tracking | [X] |
| COSMREC21100649 | Sep 11, 2021 | Register Products | test E3 | | Blocked | Normal Tracking | [X] |
| COSMREC21100634 | Sep 10, 2021 | Register Products | test N6 | | Blocked | Normal Tracking | [X] |
| COSMREC21100628 | Sep 8, 2021 | Register Products | test N1 | | Blocked | Normal Tracking | [X] |
| COSMREC21100621 | Sep 8, 2021 | Register Products | test flag 3 | | Blocked | Normal Tracking | [X] |
| COSMREC21100599 | Sep 6, 2021 | Register Products | test 200 | | Blocked | Normal Tracking | [X] |
| COSMREC21100593 | Sep 2, 2021 | Register Products | test 43 | | Blocked | Normal Tracking | [X] |
| COSMREC21100679 | Sep 1, 2021 | Register Products | test test 2 | | Blocked | Normal Tracking | [X] |

Previous 2 Next

Color guide for Appeared Product

Product read only in blocked product
You cannot take any action


Egycosma
639

Home
Create requests
Draft requests
Track requests
Rejected requests
Products
Administration
test loc...

Preview Request for Notification

Type of Medication: Regular Products
Site Of Issue: Imported from relevant country
 Export only
Task Type: Normal Tracking
Estimated value: EGP10.00

Product Details
Packaging/Ingredient Data
Attachments

Product Details

Product Name (Arabic):
Product Name (English): test RE-3

Short Name Field Add Short Name

Short Name: test RE-3 Remove

Applicant: test local osom 1

Manufacturer: SANTA MARGHERITA

Storage Place:

Serial Value: S3292

Country of Origin: AFGHANISTAN

Pharmaceutical: DETOISOL

Shelf Life: 26 Months


Country of Use: AFTERSHAVE BALM

Batch Number: 58459703

Manufacturing data Add new manufacturing

| Manufacturing Company | Manufacturing Country | Actions |
|-----------------------|-----------------------|---------|
| SANTA MARGHERITA | ALBANIA | ✎ 🗑 |

Test Forward

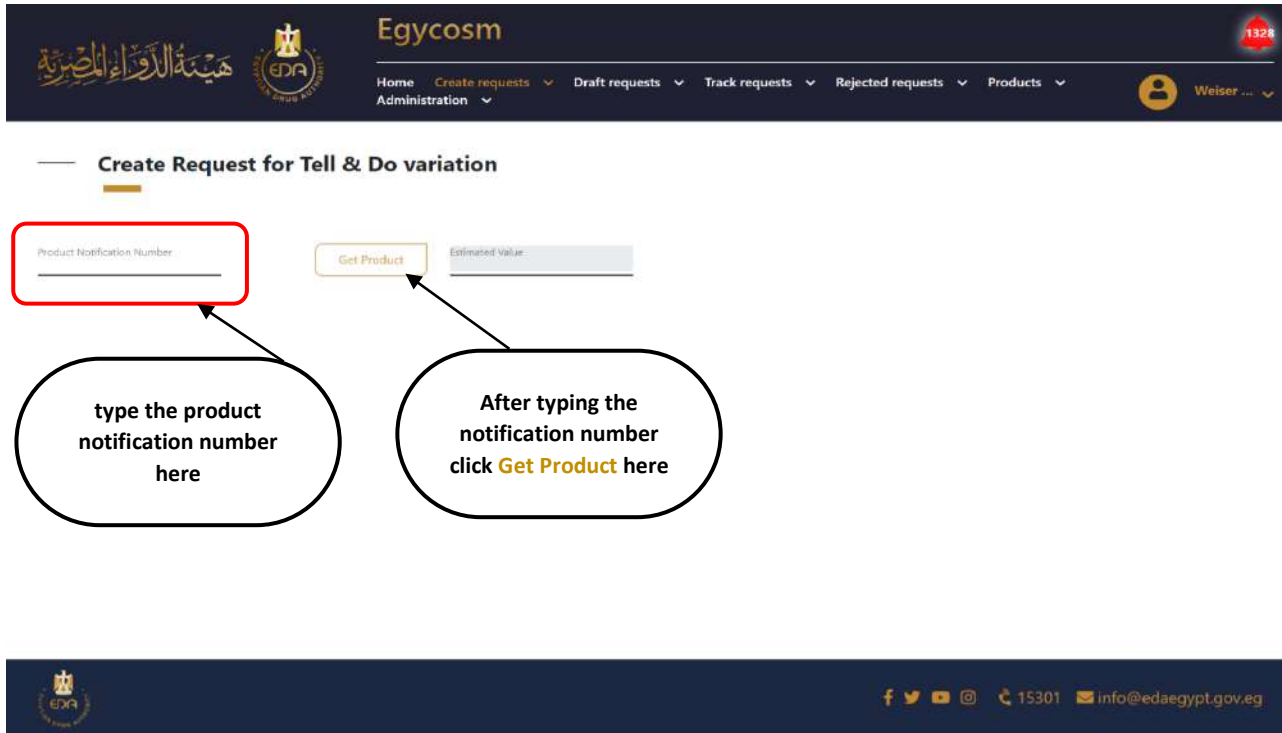


15301
info@edaegypt.gov.eg

1. **Create request for Tell & Do Variation,**


And here if you want to make some changes on a product:

-Select **Tell & Do Variation** from **Create requests** list and it will take you to the below page in the picture.



After typing the **product notification number**, and click **Get product**, the screen will be as is in the picture in the next page.


Here is the page of Product details



Egycosm

1337

Home
Create requests ▾
Draft requests ▾
Track requests ▾
Rejected requests ▾
Products ▾

 Weiser ... ▾

Create Request for Tell & Do variation

Product Notification Number
COSMREC21100440

Get Product

Variation Group Name

Estimated Value

Type Of Notification
Register Products

Type Of License
Imported from referenced country

Export only

Track Type
Normal Tracking

Product Details

Packaging/Ingredient Data

Attachments

Product Details

Product Name (Arabic)

Product Name (English)
test 446

Short Name Field

Short Name
test 446 Remove

Add Short Name

Applicant
Weiser Laboratory

License holder
SANTA MARGHERITA

Country of License holder
AFGHANISTAN

Trade Mark

Physical State
Aerosol

Purpose of use
AFTERSHAVE BALM

Storage Place

Shelf Life
24 Months

Receipt Number


Receipt Value

Manufacturing data

Add new manufacturing

| Manufacturing Company | Manufacturing Country | Actions |
|-----------------------|-----------------------|---|
| SANTA MARGHERITA | ALGERIA | ✎ ✖ |

Next Forward
Save
Submit



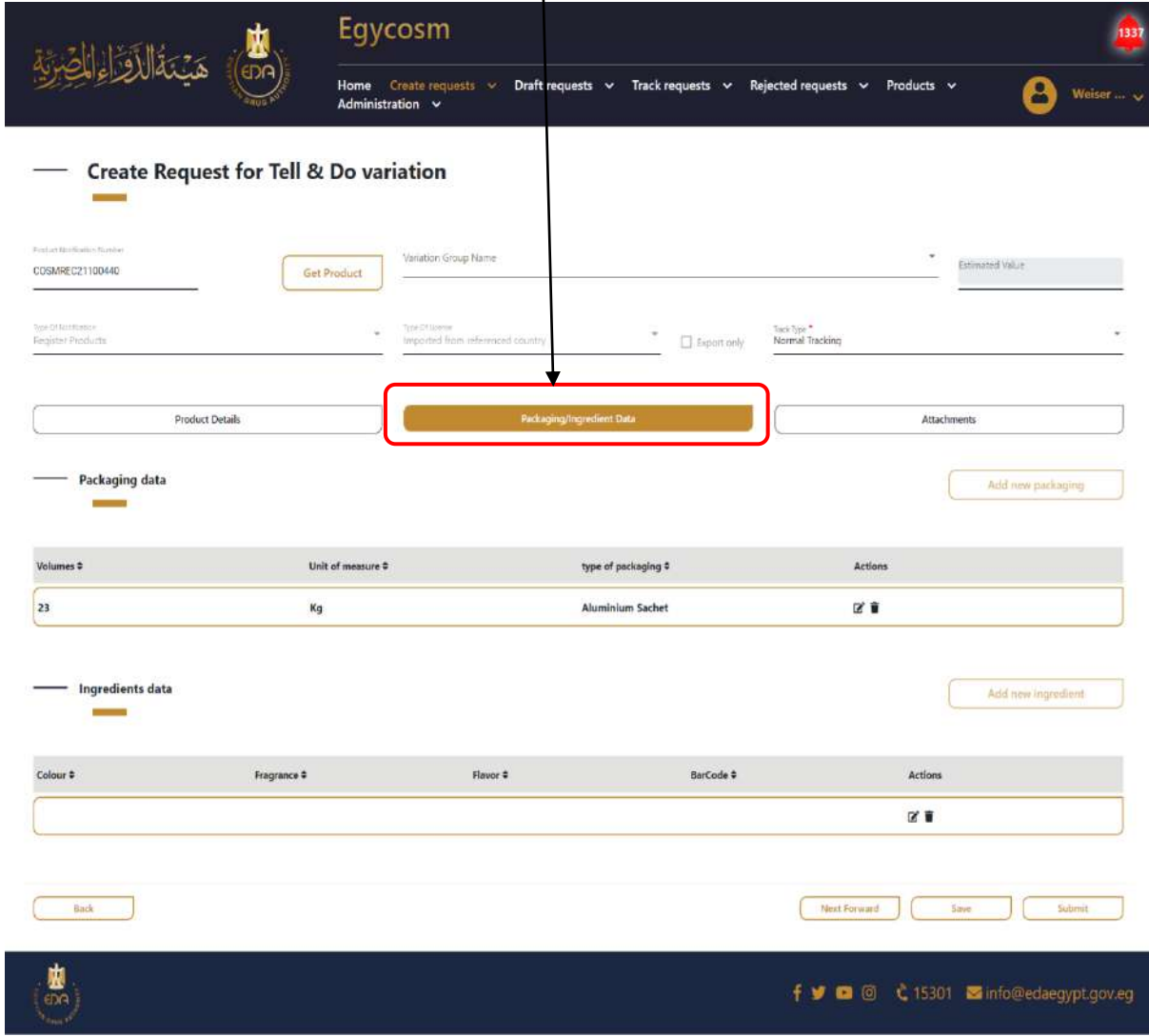
15301

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f
t
v
@

44


Here is the page of Packaging/Ingredients Data



The screenshot shows the 'Egycosm' web application interface. At the top, there is a navigation bar with the EDA logo and the text 'هيئة الدواء المصرية'. Below the navigation bar, there are several tabs: 'Home', 'Create requests', 'Draft requests', 'Track requests', 'Rejected requests', and 'Products'. A user profile icon is visible on the right side of the navigation bar.

The main content area is titled 'Create Request for Tell & Do variation'. It contains several input fields and buttons. A red box highlights the 'Packaging/Ingredient Data' tab, which is currently selected. Below this tab, there are two sections: 'Packaging data' and 'Ingredients data'. The 'Packaging data' section contains a table with columns for 'Volumes', 'Unit of measure', 'type of packaging', and 'Actions'. The 'Ingredients data' section contains a table with columns for 'Colour', 'Fragrance', 'Flavor', 'BarCode', and 'Actions'. At the bottom of the page, there are several buttons: 'Back', 'Next Forward', 'Save', and 'Submit'. The footer of the page contains the EDA logo and social media icons for Facebook, Twitter, YouTube, and Instagram, along with the phone number '15301' and the email address 'info@edaegypt.gov.eg'.

Here is the page of attachment (must be pdf)



Egycosm

Home Create requests Draft requests Track requests Rejected requests Products Administration

1337 Weiser ...

Create Request for Tell & Do variation


Product Registration Number: CDSMREC21100440

Variation Group Name: Estimated Value:

Type Of Variation: Registered Products Type Of License: Imported from referenced country Export only Track Type: Normal Tracking

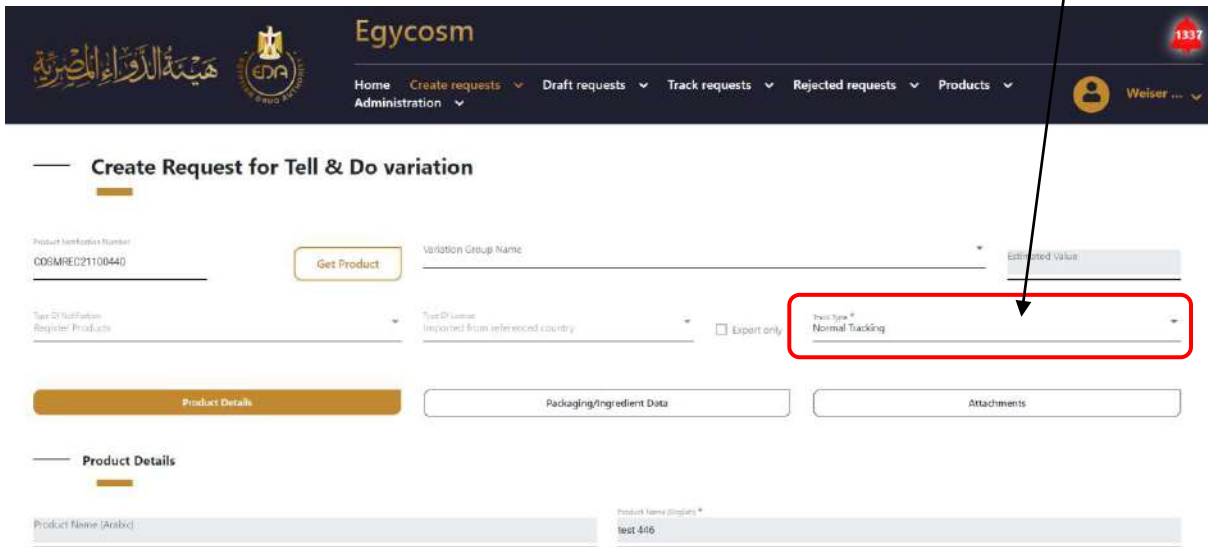
Attachement

| | | |
|--|--|--|
| Free Sale | GMP | CoA |
| <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| Art Work * | leaflet | reference |
| <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| Method of Analysis | Specifications of Finished Product * | Authorization Letter * |
| <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| Manufacturing Contract | Storage Contract | others |
| <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| receipt * | other Fees * | Factory license |
| <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| Manufacturing Assignment | Commercial Record For Seller | Commercial Record For Buyer |
| <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| Stability study | Shelf life | letter of variation from license holder |
| <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> | <input type="button" value="Choose file"/> <input type="button" value="Download"/> <input type="button" value="Browse"/> |



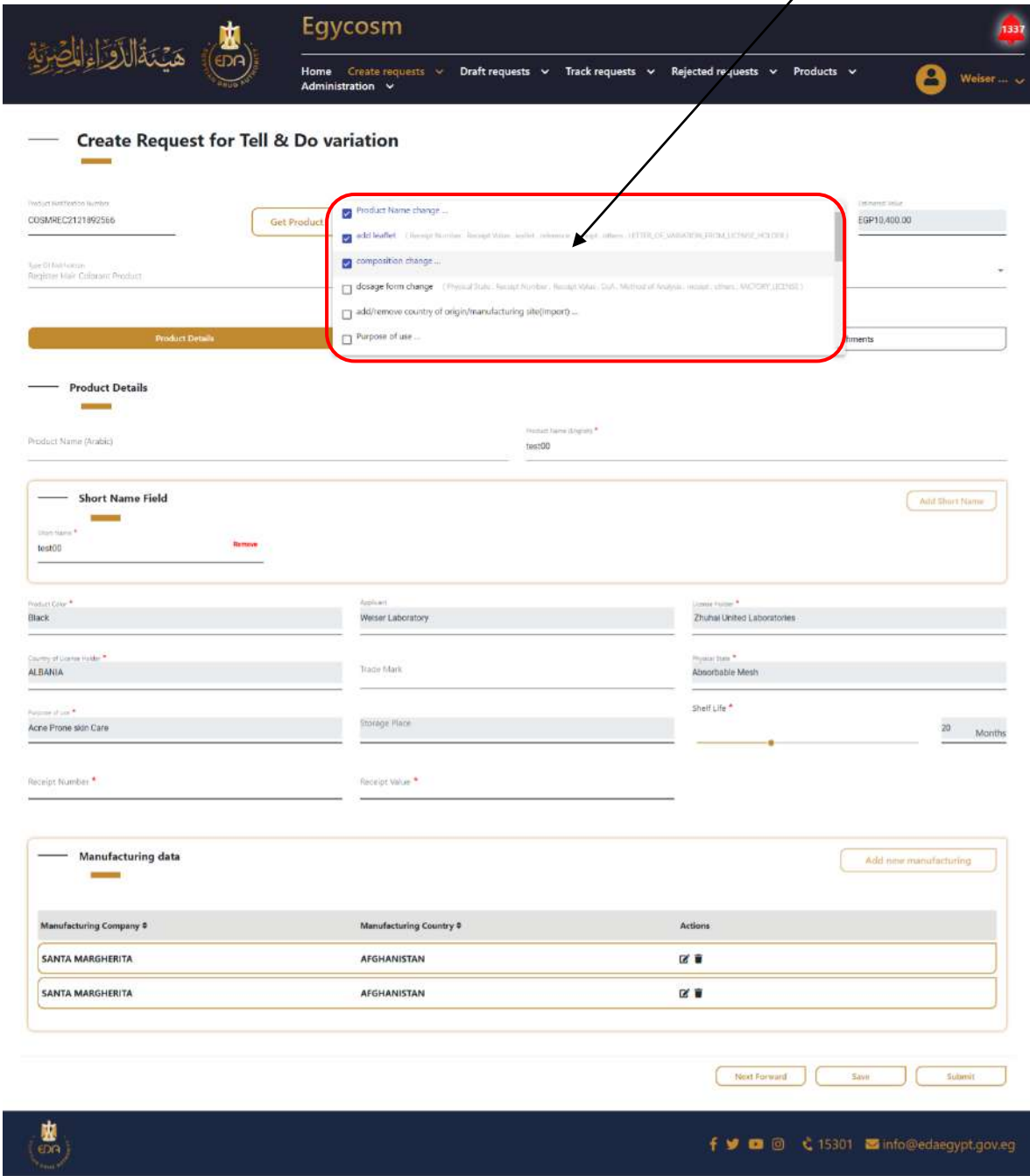
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Choose the track from here (normal tracking or fast tracking)



The screenshot shows the 'Egycosm' web application interface. At the top, there is a navigation bar with the EDA logo and the text 'هَيْئَةُ الدَّوَاءِ الْمَصْرِتِيَّة'. The main header includes the title 'Egycosm' and a user profile 'Weiser ...'. Below the header, the page title is 'Create Request for Tell & Do variation'. The form contains several fields: 'Product Identification Number' (COSMREC21100440), 'Get Product' button, 'Variation Group Name', and 'Estimated Value'. There are also dropdown menus for 'Type of Variation' (Require Products), 'Type of License' (Imported from referenced country), and 'Track type' (Normal Tracking). A red box highlights the 'Track type' dropdown, with an arrow pointing to it from the text above. Below the form, there are three tabs: 'Product Details', 'Packaging/Ingredient Data', and 'Attachments'. The 'Product Details' section is active, showing 'Product Name (Arabic)' and 'Product Name (English) *' (test 516).

Here is we choose from the list of **variation group name**, (Product name change & add leaflet & composition change)



Egycosm

Home Create requests Draft requests Track requests Rejected requests Products Weiser ...

Create Request for Tell & Do variation

Product license number: COSMREC2121992566

Get Product

- Product Name change ...
- edit leaflet (Receipt Number, Receipt Value, leaflet, release date, others: {ENTER_ID, SANKHIN, FROM, LICENSE_H3, DR})
- composition change ...
- dosage form change (Physical State, Receipt Number, Receipt Value, QA, Method of Analysis, receipt, others: {MOCITY, LICENSE})
- add/remove country of origin/manufacturing site(import) ...
- Purpose of use ...

Product Details

Product Name (Arabic): test00

Product Name (English): test00

Short Name Field

Short Name: test00

Product Color: Black

Applicant: Weisar Laboratory

License holder: Zhuhai United Laboratories

Country of License holder: ALBANIA

Trade Mark: Absorbable Mesh

Purpose of use: Acne Prone skin Care

Storage Place: Shelf Life: 20 Months

Receipt Number: Receipt Value:

Manufacturing data

| Manufacturing Company | Manufacturing Country | Actions |
|-----------------------|-----------------------|---|
| SANTA MARGHERITA | AFGHANISTAN | <input type="checkbox"/> <input type="checkbox"/> |
| SANTA MARGHERITA | AFGHANISTAN | <input type="checkbox"/> <input type="checkbox"/> |

Next Forward Save Submit

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Create Request for Tell & Do variation

Product Registration Number
CDSML0C21100999

Type Of Variation
Register Products

Product Details

Get Product

- Add volumes more than 5Litres. (Receipt Number , Receipt Value , Packaging Form , receipt , others)
- Add/remove of Packaging material in case of downgrade (Receipt Number , Receipt Value , Packaging Form , CA , receipt , others)
- Add/Remove Packaging material in case of upgarde (Receipt Number , Receipt Value , Packaging Form , receipt , others)
- Add flavor / color/ odor ...
- Add Art work (Receipt Number , Receipt Value , CA , Art Work , reference , Method of Analysis , receipt , others , Manufacturing Contract)
- ownership transfer(Local/Int) ...

Estimated Value

Product Name (Arabic)

Product Name (English)

product band test all 4466

Short Name Field

Short Name

product band test all 4466 Remove

Add Short Name Validation Short Name

2. If company need to choose a type of variation (**ownership transfer**)
3. Please go to the admin of variation in the authority and follow the procedures for that process .

Choose the **variation group name** from the list here, and please note that the fields which will be appeared in the page are depends on your choices from the list.

when you choose group of variation you need to **click apply variation group** to open fields of this groups

Egycosma
513

Home Create requests Draft requests Track requests Rejected requests

Create Request for Tell & Do variation

Product Notification Number
COSMREC21101178 Get Product

Type of Notification
Register Products Apply variation group

Product Name change ...
 add leaflet ...
 composition change ...
 dosage form change ...
 add/remove country of origin/manufacturing site(import) ...
 Purpose of use ...

Estimated Value

Tracking

Product Details
Packaging/Ingredient Data
Attachments

Product Details

Product Name (Arabic) Product Name (English) TETBBFFF%^^

Short Name Field

Short Name TETBBFFF%^^ Remove Add Short Name

| | | |
|--------------------------------|--|--|
| Applicant test local cosm 1 | License Holder (JPC) JOHNSON PRODUCTS COMPANY | Country of License Holder AFGHANISTAN |
| Trade Mark | Physical State AEROSOL SPRAY | Purpose of use AFTERSHAVE BALM |
| Storage Place | Shelf Life 52 Months | Receipt Number |
| Receipt Value | | |

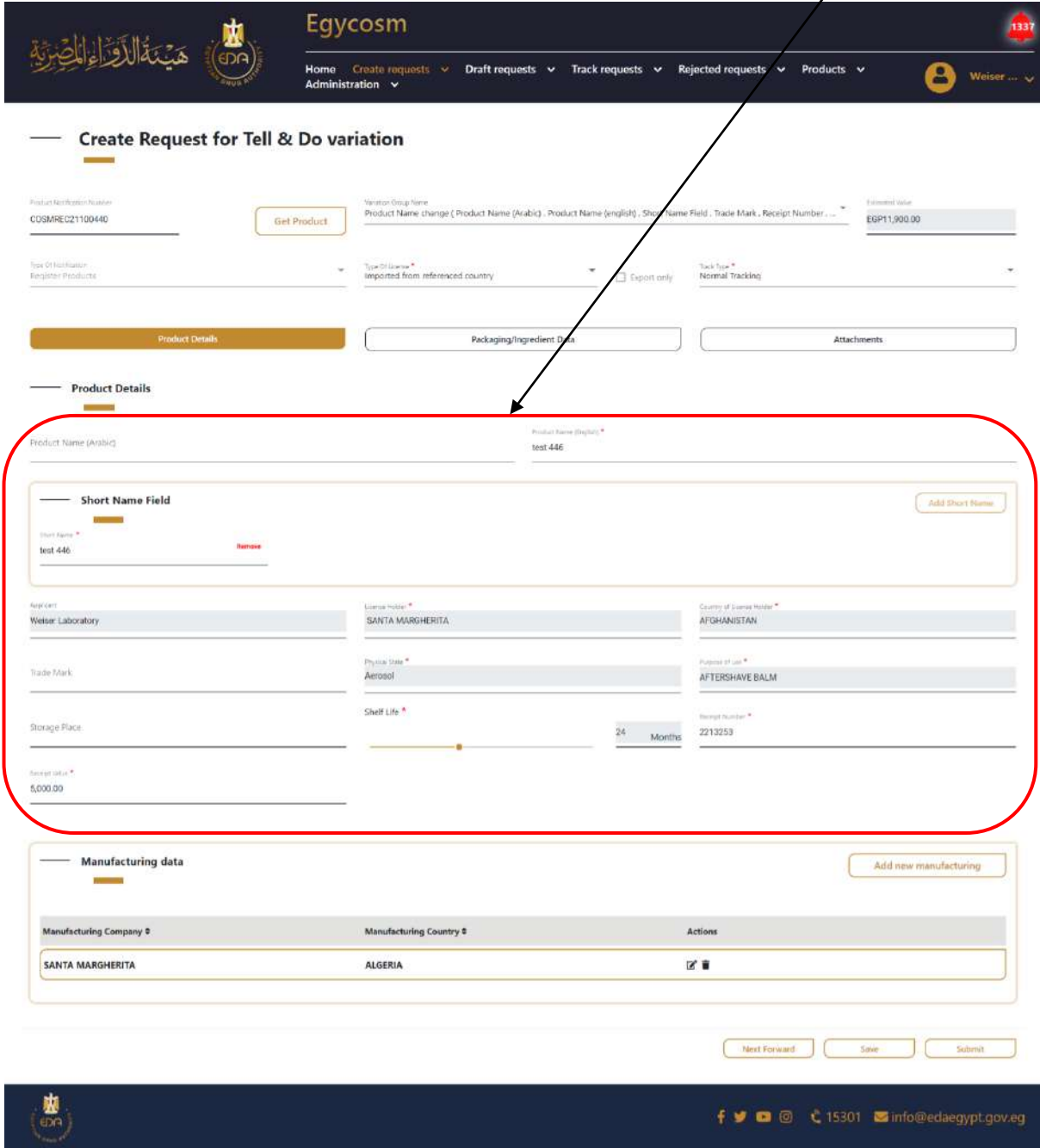
Manufacturing data

Add new manufacturing

| Manufacturing Company | Manufacturing Country | Actions |
|----------------------------------|-----------------------|---------|
| (JPC) JOHNSON PRODUCTS COMPANY | ALBANIA | ✎ ✖ |

Next Forward Save Submit

Here are the appeared fields for what we choose from the list in **variation group name**,



Create Request for Tell & Do variation

Product Identification Number: COSMREC21100440 Get Product

Variation Group Name: Product Name change (Product Name (Arabic), Product Name (English), Short Name Field, Trade Mark, Receipt Number, ...) Estimated value: EGP11,900.00

Type Of Identification: Register Products Type Of Review: Imported from referenced country Export only Track Type: Normal Tracking

Product Details | Packaging/Ingredient Data | Attachments

Product Name (Arabic): test 446 Product Name (English): test 446

Short Name Field Add Short Name

Short Name: test 446 Remove



Applicant: Weiser Laboratory License holder: SANTA MARGHERITA Country of license holder: AFGHANISTAN

Trade Mark: Physical state: Aerosol Purpose of use: AFTERSHAVE BALM

Storage Place: Shelf Life: 24 Months Receipt number: 2213253

Receipt value: 5,000.00

Manufacturing data Add new manufacturing

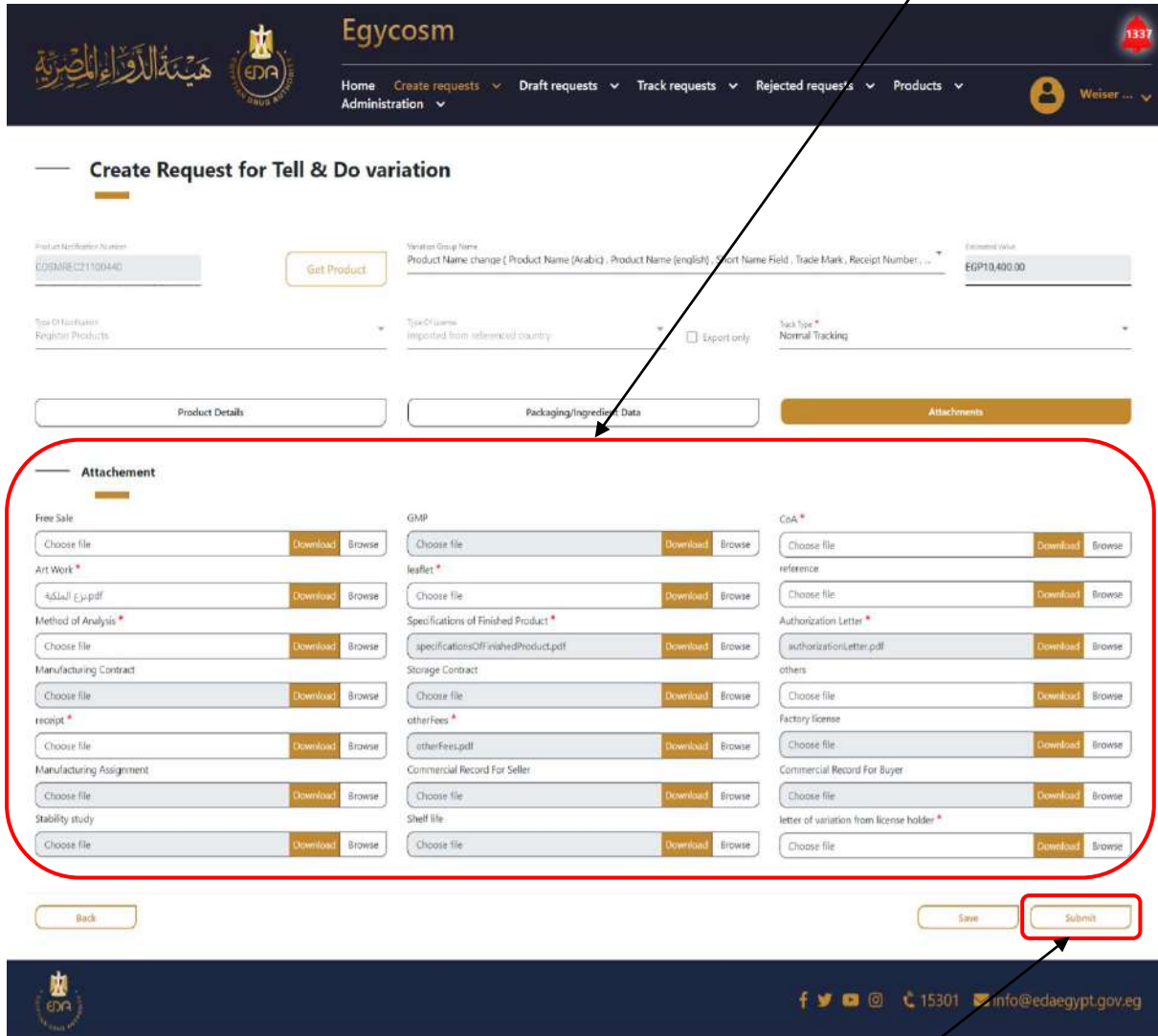
| Manufacturing Company | Manufacturing Country | Actions |
|-----------------------|-----------------------|--|
| SANTA MARGHERITA | ALGERIA |   |

Next Forward Save Submit

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You must fill all the fields which have (*) mark.

and also attach the files for fields which have (*) in the **attachment** page as appear in the page below. (must be pdf)



Egycosm 1337

Home Create requests Draft requests Track requests Rejected requests Products Administration Weiser ...

Create Request for Tell & Do variation

Product Identification Number: COSMINE-C21109440 Get Product Variation Group Name: Product Name change (Product Name (Arabic) , Product Name (english) , Short Name Field , Trade Mark , Receipt Number , ... Estimated value: EGP10,400.00

Type Of Licenses: Register Products Type Of license: Imported from referenced country Export only Track Type*: Normal Tracking

Product Details Packaging/Ingredient Data **Attachments**

Attachment

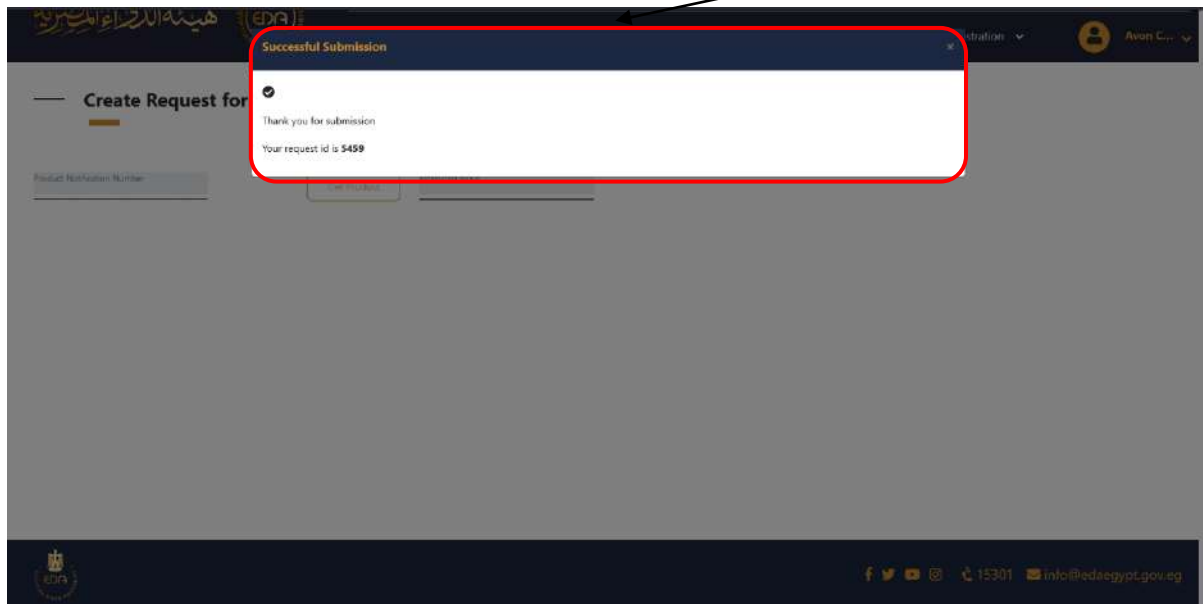
| | | |
|---|---|---|
| Free Sale Choose file Download Browse | GMP Choose file Download Browse | CoA* Choose file Download Browse |
| Art Work* pdf نوع الملكية Download Browse | leaflet* Choose file Download Browse | reference Choose file Download Browse |
| Method of Analysis* Choose file Download Browse | Specifications of Finished Product* specificationsOf finishedProduct.pdf Download Browse | Authorization Letter* authorizationLetter.pdf Download Browse |
| Manufacturing Contract Choose file Download Browse | Storage Contract Choose file Download Browse | others Choose file Download Browse |
| receipt* Choose file Download Browse | otherFees* otherFees.pdf Download Browse | Factory license Choose file Download Browse |
| Manufacturing Assignment Choose file Download Browse | Commercial Record For Seller Choose file Download Browse | Commercial Record For Buyer Choose file Download Browse |
| Stability study Choose file Download Browse | Shelf life Choose file Download Browse | letter of variation from license holder* Choose file Download Browse |

Back Save Submit

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After filling all fields click **submit**

After clicking **submit**, a pop-up message will appear confirmed that your **submission is successfully done**, as appearing in the below picture.



-then we will go to **Tell & Do Variation** in the **Track requests** list, and we will find the product appears as is in the below picture.

Ps: the list already sorted by default from newest to oldest.

Egycosm

Home Create requests Draft requests Track requests Rejected requests Products Administration











1337 Weiser ...

Track requests for Tell & Do variation

Filter Data

Which column do you want to search in ?

Add Filter

| Notification Number | Submission date | Type Of Notification | Product English name | Product Arabic name | Status | Action |
|---------------------|-----------------|----------------------|--------------------------|---------------------|--------------------------|---|
| COSMREC21100443 | Aug 26, 2021 | Register Products | test varia 62 | تست | Initiated |  |
| COSMREC21100444 | Aug 26, 2021 | Register Products | test varia 631 | | Initiated |  |
| COSMREC21100442 | Aug 26, 2021 | Register Products | test varia 61 | | Initiated |  |
| COSMREC21100441 | Aug 26, 2021 | Register Products | test varia 60 | | Initiated |  |
| COSMREC21100441 | Aug 26, 2021 | Register Products | test varia 60 | | Waiting Company response |  |
| COSMREC21100409 | Aug 26, 2021 | Register Products | test 205 | | Initiated |  |
| COSMREC21100410 | Aug 26, 2021 | Register Products | test 2061 | | Initiated |  |
| COSMREC21100439 | Aug 26, 2021 | Register Products | test 7771 | | Initiated |  |
| COSMREC21100404 | Aug 25, 2021 | Register Products | test product variation 3 | | Initiated |  |
| COSMREC21100438 | Aug 25, 2021 | Register Products | test varia 121 | | Initiated |  |

After that, you will see the response in the status column as in the below picture.

Egycosm 1337

Home Create requests Draft requests Track requests Rejected requests Products Administration Weiser ...

Track requests for Tell & Do variation

Filter Data

Which column do you want to search in? Add Filter

| Notification Number | Submission date | Type Of Notification | Product English name | Product Arabic name | Status | Action |
|---------------------|-----------------|----------------------|--------------------------|---------------------|--------------------------|--------------------------|
| COSMREC21100443 | Aug 26, 2021 | Register Products | test varia 62 | تستت | Initiated | <input type="checkbox"/> |
| COSMREC21100444 | Aug 26, 2021 | Register Products | test varia 631 | | Initiated | <input type="checkbox"/> |
| COSMREC21100442 | Aug 26, 2021 | Register Products | test varia 61 | | Initiated | <input type="checkbox"/> |
| COSMREC21100441 | Aug 26, 2021 | Register Products | test varia 60 | | Initiated | <input type="checkbox"/> |
| COSMREC21100441 | Aug 26, 2021 | Register Products | test varia 60 | | Waiting Company response | <input type="checkbox"/> |
| COSMREC21100409 | Aug 26, 2021 | Register Products | test 205 | | Initiated | <input type="checkbox"/> |
| COSMREC21100410 | Aug 26, 2021 | Register Products | test 2061 | | Initiated | <input type="checkbox"/> |
| COSMREC21100439 | Aug 26, 2021 | Register Products | test 7771 | | Initiated | <input type="checkbox"/> |
| COSMREC21100404 | Aug 25, 2021 | Register Products | test product variation 3 | | Initiated | <input type="checkbox"/> |
| COSMREC21100438 | Aug 25, 2021 | Register Products | test varia 121 | | Initiated | <input type="checkbox"/> |

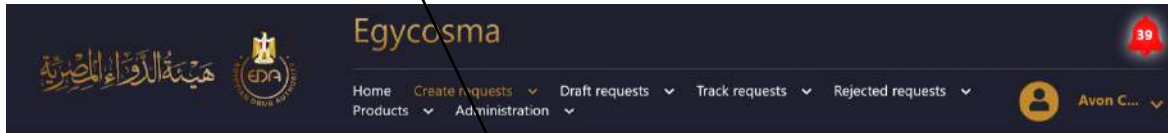
Then after the EDA revision user approve, the product will be moved to the **Register Products** list as in the picture in the next page.

Ps: it might be final approve, or reject if the revision user added some comments on your request. **There are two times the authority allows them to wait for the company's response to the required comments, and the third time, the request will be rejected**

4. Create request for Tell & Do Variation for (KIT)

And here if you want to make some changes on a KIT :

Choose the **variation group name (KIT Name change , ARTWORK Change)** from the list here, and please note that the fields which will be appeared in the page are depends on your choices from the



Create Request for Tell & Do variation

Product Modification Number
COSMREC21101171

Get Product

- KIT Name change ...
- Artwork Change ...

Estimated Value

when you choose group of variation you need to click **apply variation group** to open fields of this groups

Type Of Notification: Register Kit | Type Of Import: Imported from referenced country | Expire only | Track Type: Normal Tracking

variationFieldsStatus: true

Kit Details | Products In Kit | Attachments

Kit Details

Kit Name (Arabic): | Product Name (English): kv

Short Name Field Add Short Name

Short Name: kv Remove

Applicant: Avon Cosmetics Egypt | License Holder: (JPC) JOHNSON PRODUCTS COMPANY | Country of License Holder: ALBANIA

Trade Mark: | Storage Place: | Shelf Life: 35 Months

Receipt Number: | Receipt Value:

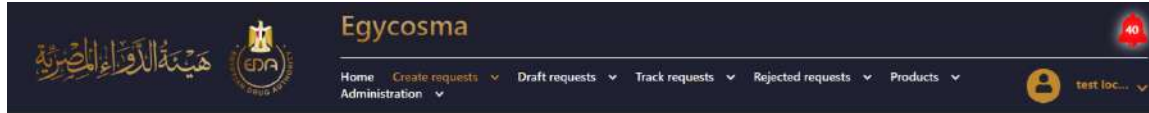
Manufacturing data Add new manufacturing

| Manufacturing Company | Manufacturing Country | Actions |
|----------------------------------|-----------------------|---------|
| (JPC) JOHNSON PRODUCTS COMPANY | AFGHANISTAN | |

Next Forward | Save | Submit

5. Create request for Do & Tell Variation,

-Select **Do & Tell Variation** from **Create requests** list and it will take you to the below page in the picture.



Create Request for Do & Tell Variation

Product Notification Number:

[Get Product](#) Estimated value:

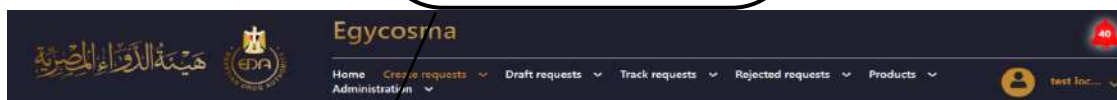
type the product notification number here

After typing the notification number click **Get Product** here



After typing the **product notification number**, and click **Get product**, the screen will be as is in the picture in the next page.

Here is the page of Product details



Create Request for Do & Tell Variation

Product Notification Number: COSMREC21100490 [Get Product](#) Variation Group Name: Estimated Value:

Type of Variation: Register Products Type of Case: Imported from referenced country Export only Type of Tracking: Normal Tracking

Product Details Packaging/Ingredient Data Attachments

Product Details

Product Name (Arabic): Product Name (English): 188 REN 1

Short Name Field [Add Short Name](#)

Short Name: 188 REN 1 [Remove](#)

Number: test local room 1 Source Product: (JPC) JOHNSON PRODUCTS COMPANY Country of Origin Product: ANGOLA

Trade Mark: Product Name: AEROSOL SPRAY Reason of use: Acne Prone skin Care

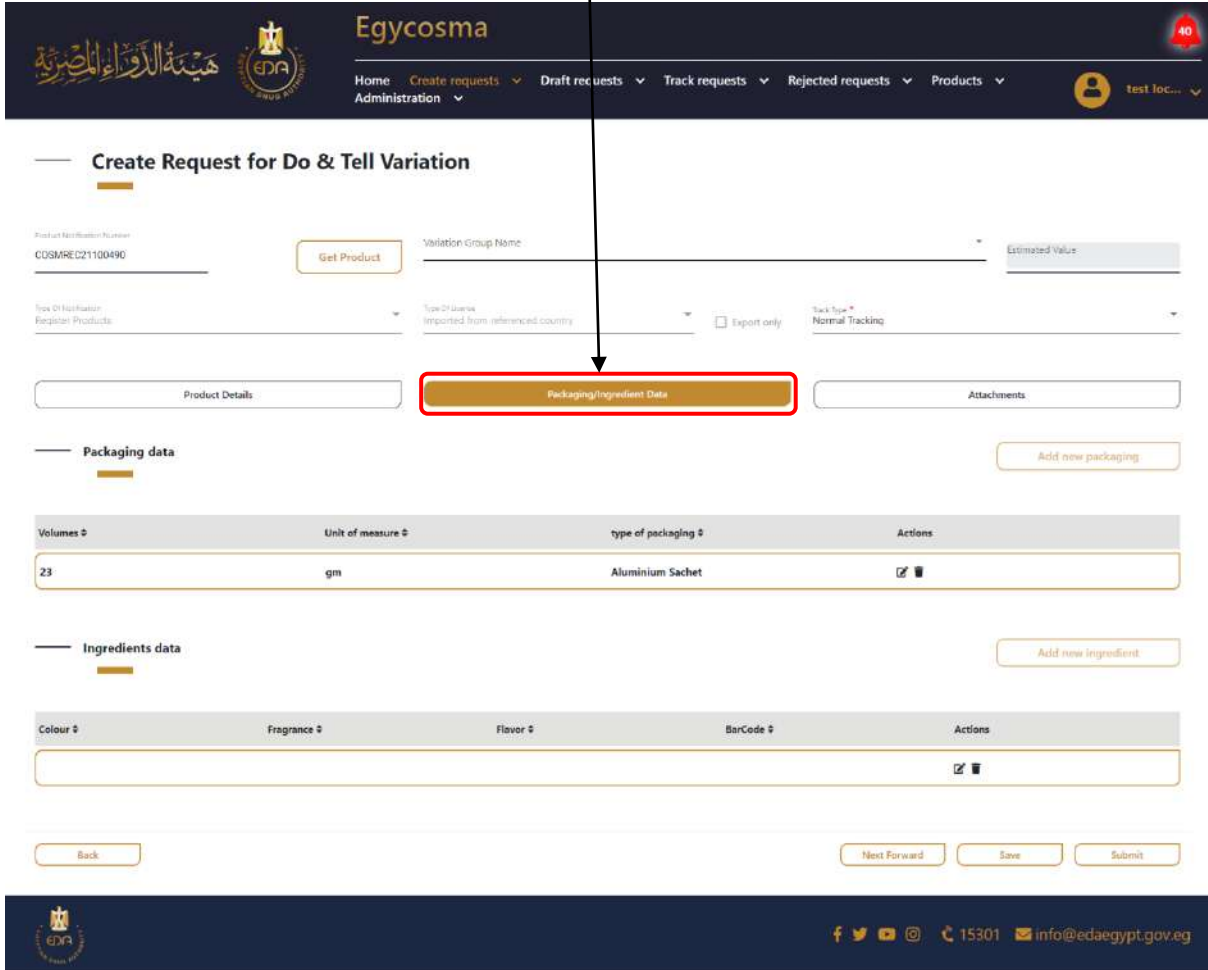
Storage Place: Shelf Life: 42 Months Receipt Number:

Receipt Value:

Manufacturing data

[Add new manufacturing](#)

Here is the page of Packaging/Ingredients Data



Egycosma

Home Create requests Draft requests Track requests Rejected requests Products Administration

test loc...

Create Request for Do & Tell Variation

Product Identification Number: COSMRE021100490 Get Product Validation Group Name: Estimated Value:

Type Of Variation: Registered Products Type Of Source: Imported from referenced country Export only Track Type: Normal Tracking

Product Details **Packaging/Ingredients Data** Attachments

Packaging data

Add new packaging

| Volumes | Unit of measure | type of packaging | Actions |
|---------|-----------------|-------------------|---|
| 23 | gm | Aluminium Sachet | <input type="checkbox"/> <input type="checkbox"/> |

Ingredients data

Add new ingredient

| Colour | Fragrance | Flavor | BarCode | Actions |
|----------------------|----------------------|----------------------|----------------------|---|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="checkbox"/> <input type="checkbox"/> |

Back Next Forward Save Submit

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Here is the page of attachment

Egycosma

Home Create requests Draft requests Tracked requests Rejected requests Products Administration

test loc...

Create Request for Do & Tell Variation

Product Modification Number: CDGMRE/21100490 Get Product Variation Group Name: Estimated Value:

Type Of Notification: Registered Products Type Of Variation: Imported from referred country Export only Task Type: Normal Tracking

Product Details Packaging/Ingredient Data **Attachments**

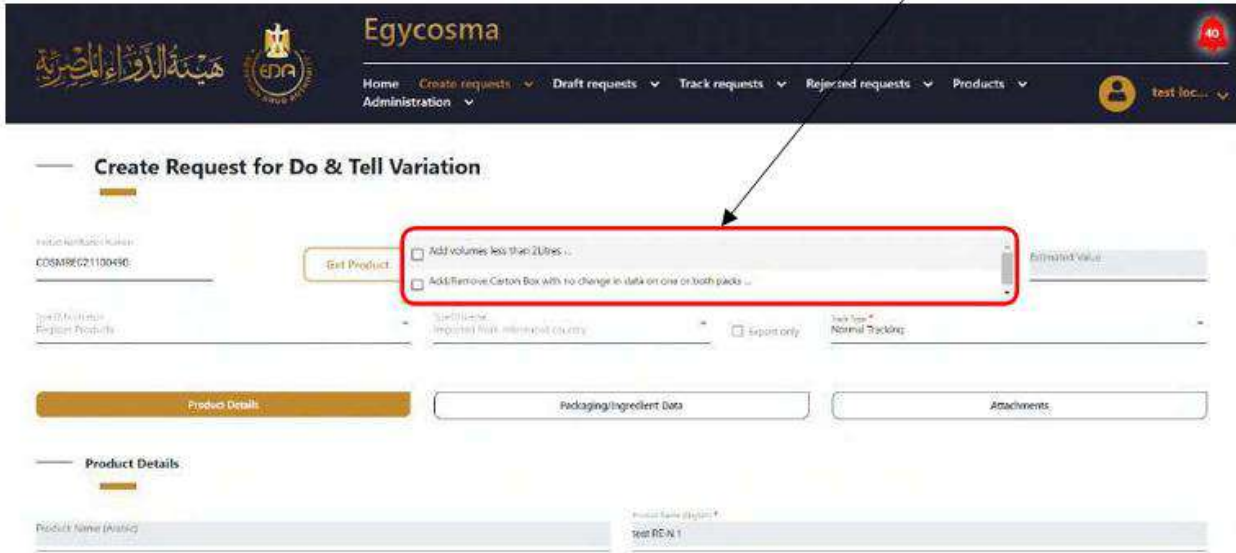
Attachement

| | | |
|--|--|--|
| Free Sale | GMP | CoA |
| <input type="text"/> Choose file Download Browse | <input type="text"/> Choose file Download Browse | <input type="text"/> Choose file Download Browse |
| Art Work * <input type="text"/> Art Work.pdf Download Browse | leaflet: <input type="text"/> Choose file Download Browse | reference <input type="text"/> Choose file Download Browse |
| Method of Analysis <input type="text"/> Choose file Download Browse | Specifications of Finished Product * <input type="text"/> Specifications of finished product.pdf Download Browse | Authorization Letter * <input type="text"/> Authorization letter.pdf Download Browse |
| Manufacturing Contract <input type="text"/> Choose file Download Browse | Storage Contract <input type="text"/> Choose file Download Browse | others <input type="text"/> Choose file Download Browse |
| Factory license <input type="text"/> Choose file Download Browse | Manufacturing Assignment <input type="text"/> Choose file Download Browse | Commercial Record For Seller <input type="text"/> Choose file Download Browse |
| Commercial Record For Buyer <input type="text"/> Choose file Download Browse | Stability study <input type="text"/> Choose file Download Browse | Shell file <input type="text"/> Choose file Download Browse |
| letter of variation from license holder <input type="text"/> Choose file Download Browse | receipt * <input type="text"/> Choose file Download Browse | other Fees * <input type="text"/> other fees.pdf Download Browse |

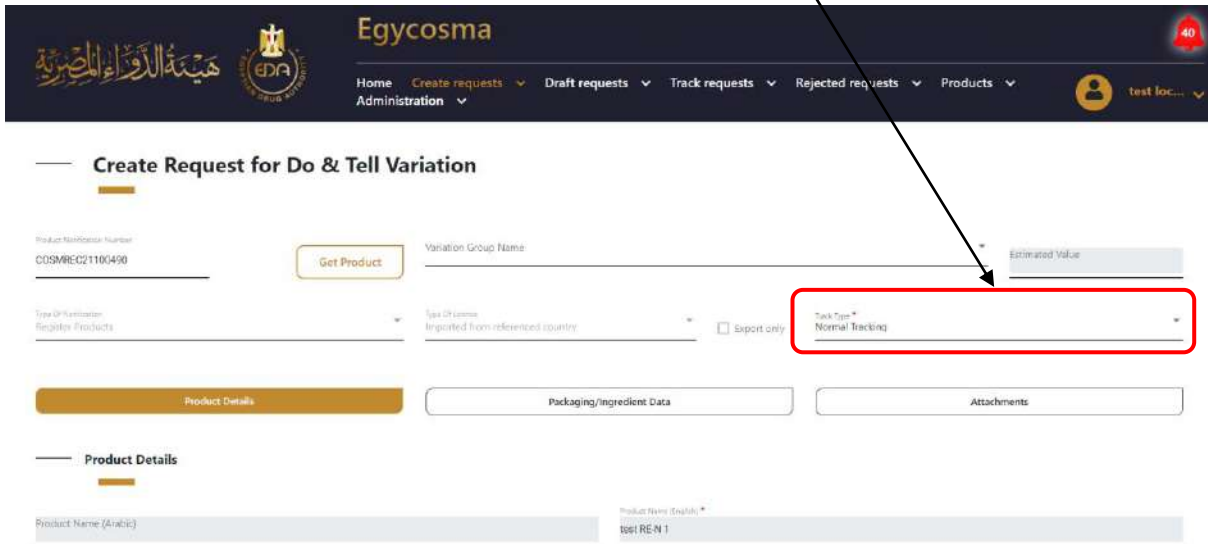
Back Save Submit

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Choose the **variation group name** from the list here, and please note that the fields which will be appeared in the page are depends on your choices from the list.



Choose the track from here (normal tracking or fast tracking)



Here we have only two options of **variation group name**, (add volumes less than 5 liters & add/remove carton box with no change in data on one both packs & shelf life reduction/ extension max 5 years & Add/remove packaging material in case of upgrade)

Egycosma

Home Create requests Draft requests Track requests Rejected requests

Products Administration

test loc...

Create Request for Do & Tell Variation

when you choose group of variation you need to **click apply variation group** to open fields of this groups

Product Notification Number: COSMREC21101178

Get Product

- shelf life reduction/ extension max to 5 years ...
- Add/Remove Packaging material in case of upgrade ...
- Add volumes less than 5Litres ...
- Add/Remove Carton Box with no change in data on one or both packs ...

Apply variation group

Estimated Value

Product Details Packaging/Ingredient Data Attachments

Product Details

Product Name (Arabic) Product Name (English): TETBBFFF%**

Short Name Field: TETBBFFF%** Homeric Add Short Name

Applicant: test local cosm 1 License Holder: (JPC) JOHNSON PRODUCTS COMPANY Country of License Holder: AFGHANISTAN

Trade Mark: Physical State: AEROSOL SPRAY Purpose of use: AFTERSHAVE BALM

Storage Place: Shelf Life: 52 Months Receipt Number:

Receipt Value:

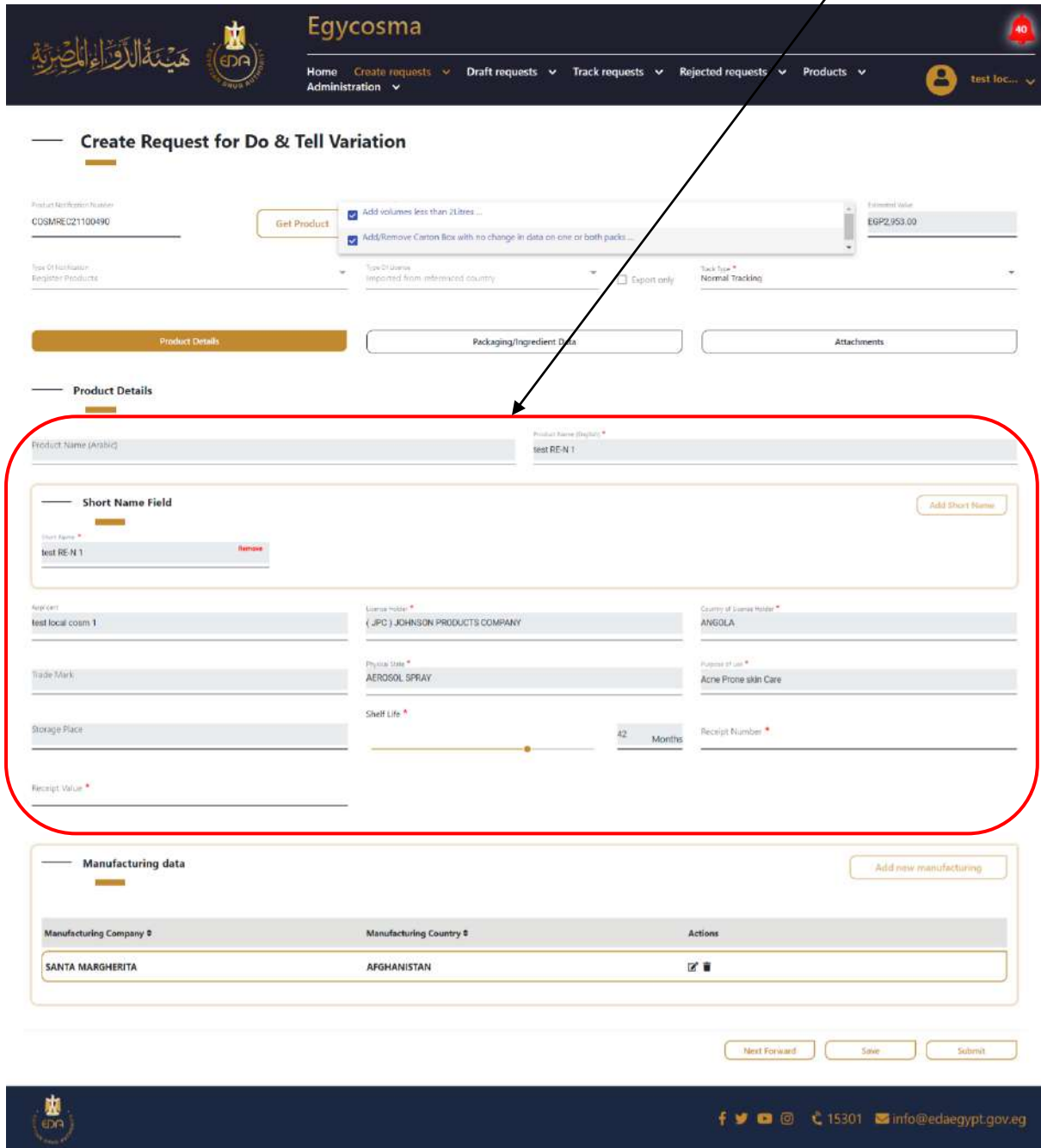
Manufacturing data

Add new manufacturing

| Manufacturing Company | Manufacturing Country | Actions |
|----------------------------------|-----------------------|---------|
| (JPC) JOHNSON PRODUCTS COMPANY | ALBANIA | |

Next Forward Save Submit

Here are the appeared fields for what we choose from the list in variation group name,



Product Identification
 Product Identification Number: COSMREC21100490
 Type Of Identification: Register Products

Product Details
 Product Name (Arabic):
 Product Name (English): test RE-N 1
 Estimated value: EGP2,953.00

Short Name Field

| Short Name * | Remove |
|--------------|--------|
| test RE-N 1 | Remove |

Product Details
 License Holder: (JPC) JOHNSON PRODUCTS COMPANY
 Country of License Holder: ANGOLA
 Physical State: AEROSOL SPRAY
 Purpose of Use: Acne Prone skin Care
 Shelf Life: 42 Months
 Receipt Value *

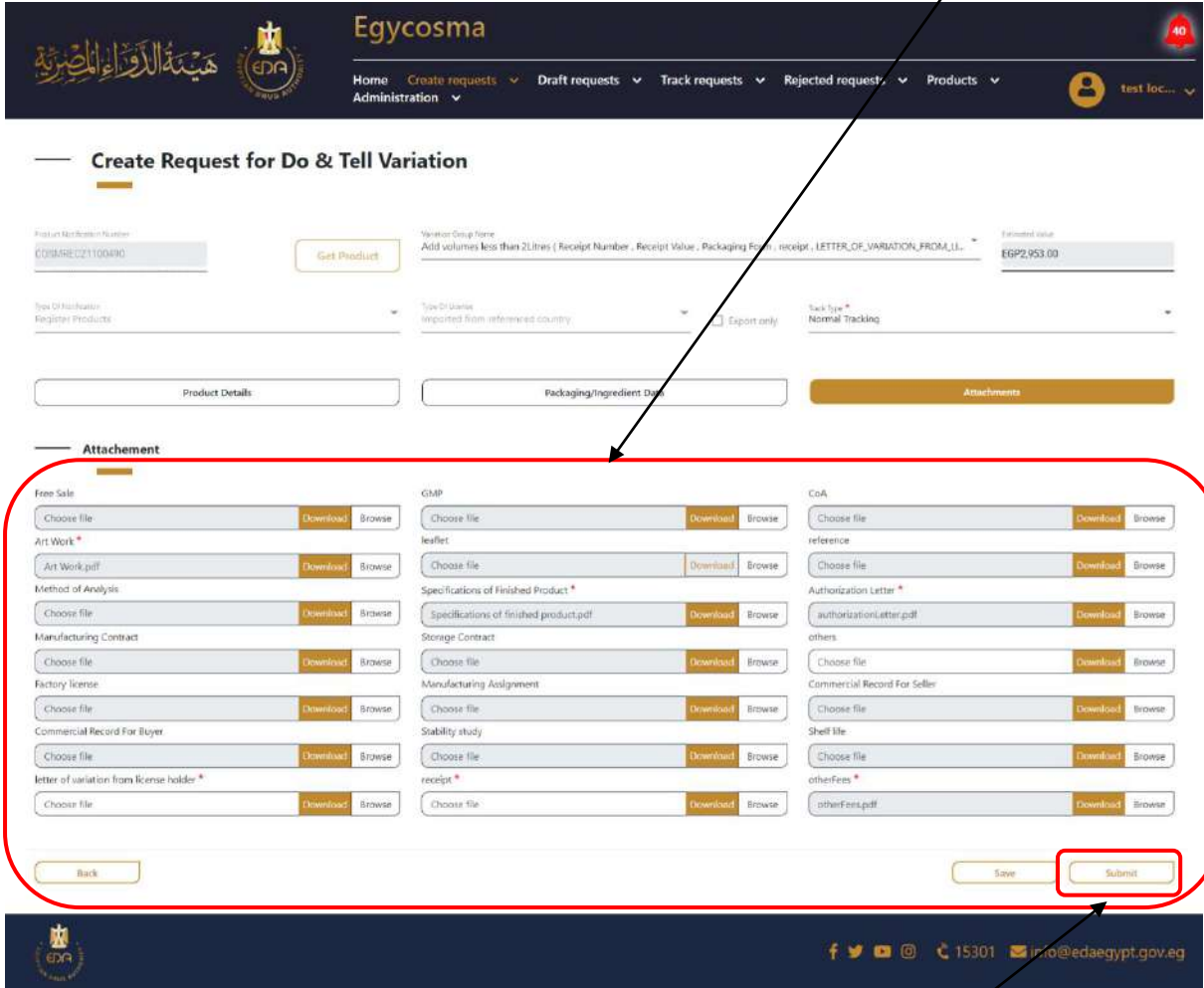
Manufacturing data

| Manufacturing Company | Manufacturing Country | Actions |
|-----------------------|-----------------------|-----------------|
| SANTA MARGHERITA | AFGHANISTAN | [Edit] [Delete] |

Next Forward Save Submit

You must fill all the fields which have (*) mark.

and also attach the files for fields which have (*) in the **attachment** page as appear in the page below. (**must be pdf**)



Egycosma

Home Create requests Draft requests Track requests Rejected requests Products Administration

Create Request for Do & Tell Variation

Product Registration Number: COSMAREC21100490 **Get Product**

Volume Group Name: Add volumes less than 2litres (Receipt Number , Receipt Value , Packaging Form , receipt , LETTER_OF_VARIATION_FROM_LL... Estimated value: EGP2,953.00

Type Of Variation: Register Products Type Of Issue: Imported from referencied country Export only: Task type: Normal Tracking

Product Details Packaging/Ingredient Data **Attachments**

Attachment

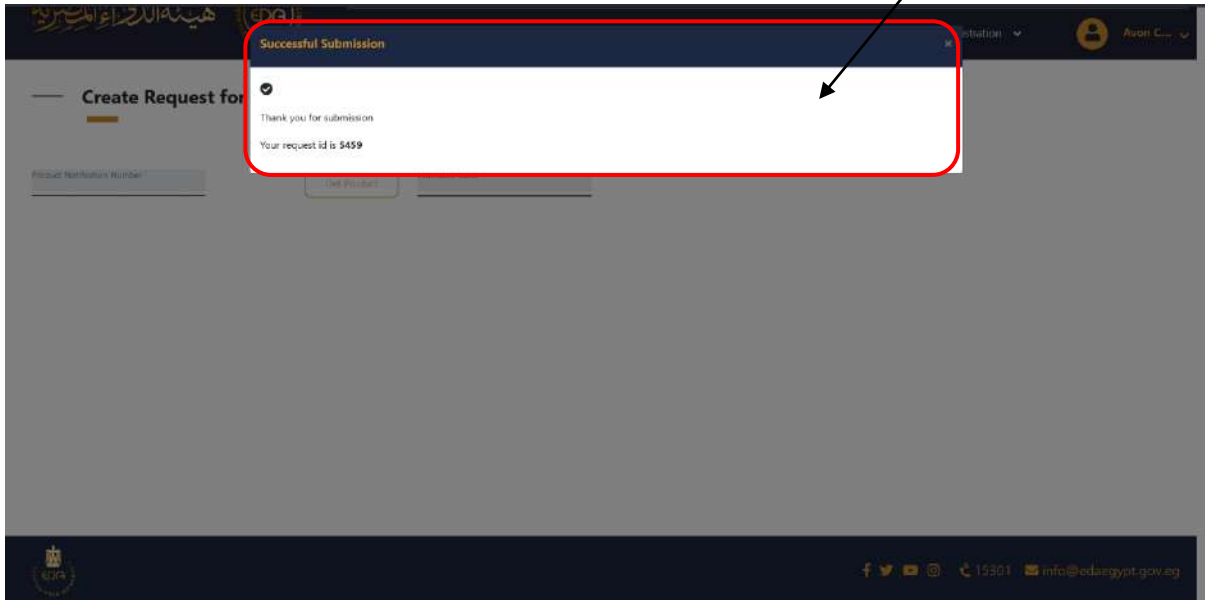
| | | |
|--|--|--|
| Free Sale | GMP | CoA |
| Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| Art Work* | leaflet | reference |
| Art Work.pdf <input type="button" value="Download"/> <input type="button" value="Browse"/> | Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| Method of Analysis | Specifications of Finished Product* | Authorization Letter* |
| Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | Specifications of finished product.pdf <input type="button" value="Download"/> <input type="button" value="Browse"/> | authorization/letter.pdf <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| Manufacturing Contract | Storage Contract | others |
| Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| Factory license | Manufacturing Assignment | Commercial Record For Seller |
| Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| Commercial Record For Buyer | Stability study | Shelf life |
| Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> |
| letter of variation from license holder* | receipt* | otherFees* |
| Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | Choose file <input type="button" value="Download"/> <input type="button" value="Browse"/> | otherFees.pdf <input type="button" value="Download"/> <input type="button" value="Browse"/> |

Back Save **Submit**

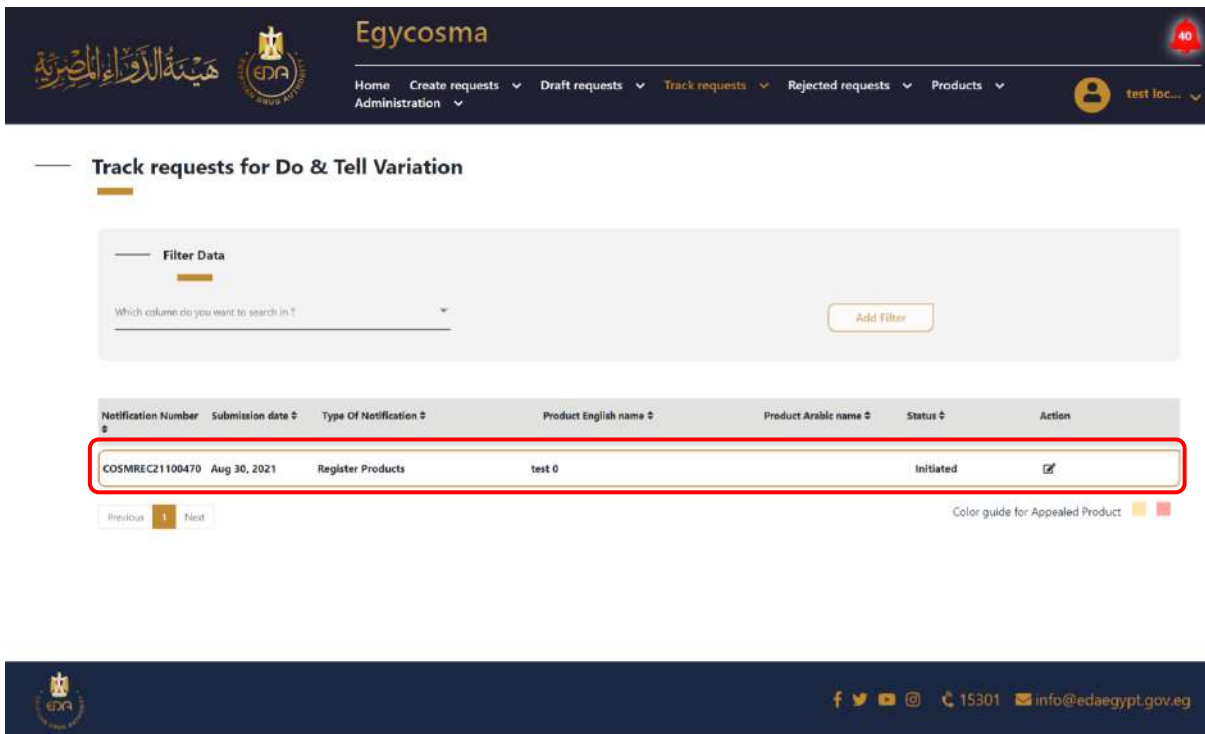
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After filling all fields click **submit**

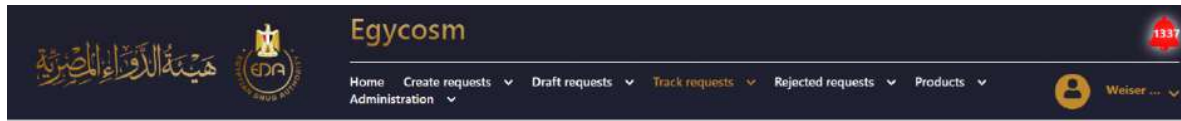
After clicking **submit**, a pop-up message will appear confirmed that your **submission is successfully done**, as appearing in the below picture.



-then we will go to **Do & Tell Variation** in the **Track requests** list, and we will find the product appears as is in the below picture.



After the EDA revision user approve, the product will be moved to the **Register Products** list as in the picture below.



Track requests for Do & Tell Variation

Filter Data

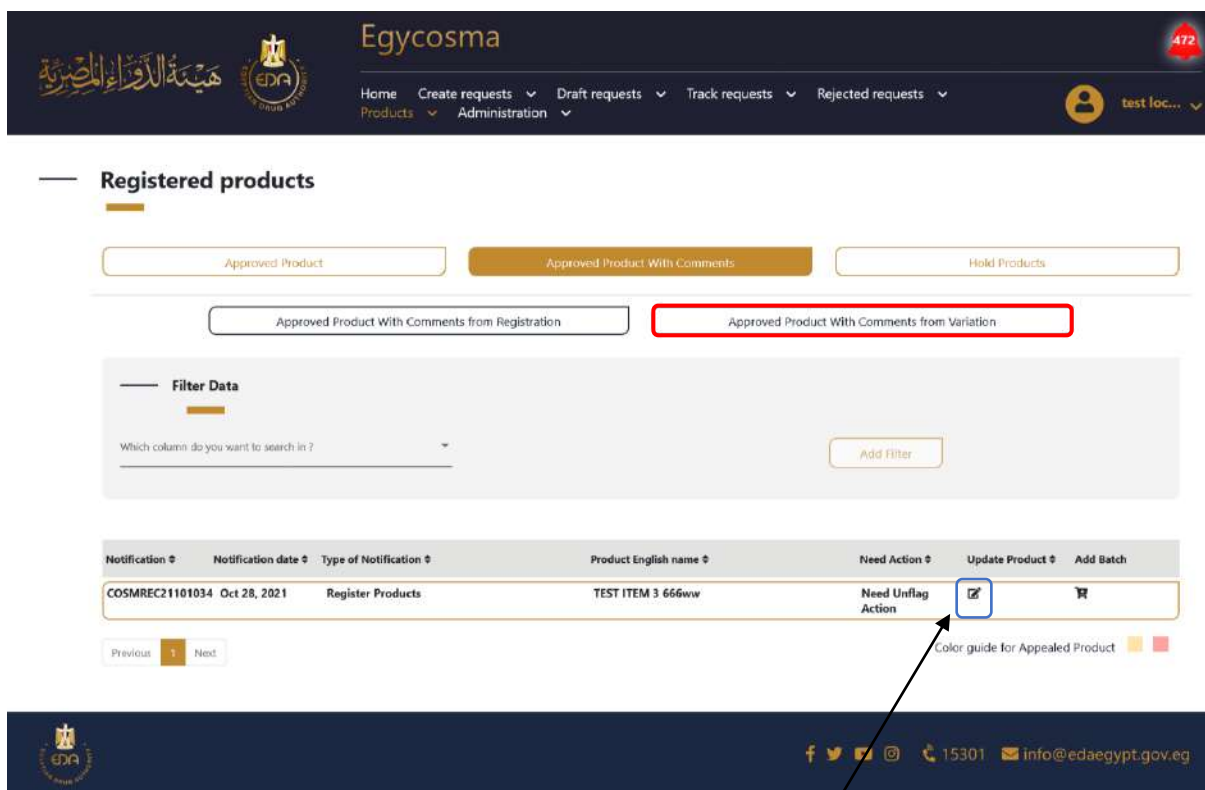
Which column do you want to search in ? Add Filter

| Notification Number | Submission date | Type Of Notification | Product English name | Product Arabic name | Status | Action |
|---------------------|-----------------|----------------------|--------------------------|---------------------|--------------------------|--------------------------|
| COSMREC21100443 | Aug 26, 2021 | Register Products | test varia 62 | تست | Initiated | <input type="checkbox"/> |
| COSMREC21100444 | Aug 26, 2021 | Register Products | test varia 631 | | Initiated | <input type="checkbox"/> |
| COSMREC21100442 | Aug 26, 2021 | Register Products | test varia 61 | | Initiated | <input type="checkbox"/> |
| COSMREC21100441 | Aug 26, 2021 | Register Products | test varia 60 | | Initiated | <input type="checkbox"/> |
| COSMREC21100441 | Aug 26, 2021 | Register Products | test varia 60 | | Waiting Company response | <input type="checkbox"/> |
| COSMREC21100409 | Aug 26, 2021 | Register Products | test 205 | | Initiated | <input type="checkbox"/> |
| COSMREC21100410 | Aug 26, 2021 | Register Products | test 2061 | | Initiated | <input type="checkbox"/> |
| COSMREC21100439 | Aug 26, 2021 | Register Products | test 7771 | | Initiated | <input type="checkbox"/> |
| COSMREC21100404 | Aug 25, 2021 | Register Products | test product variation 3 | | Initiated | <input type="checkbox"/> |
| COSMREC21100438 | Aug 25, 2021 | Register Products | test varia 121 | | Initiated | <input type="checkbox"/> |

Ps: it might be final approve, or reject if the revision user added some comments on your request. **There are two times the authority allows them to wait for the company's response to the required comments, and the third time, the request will be rejected**

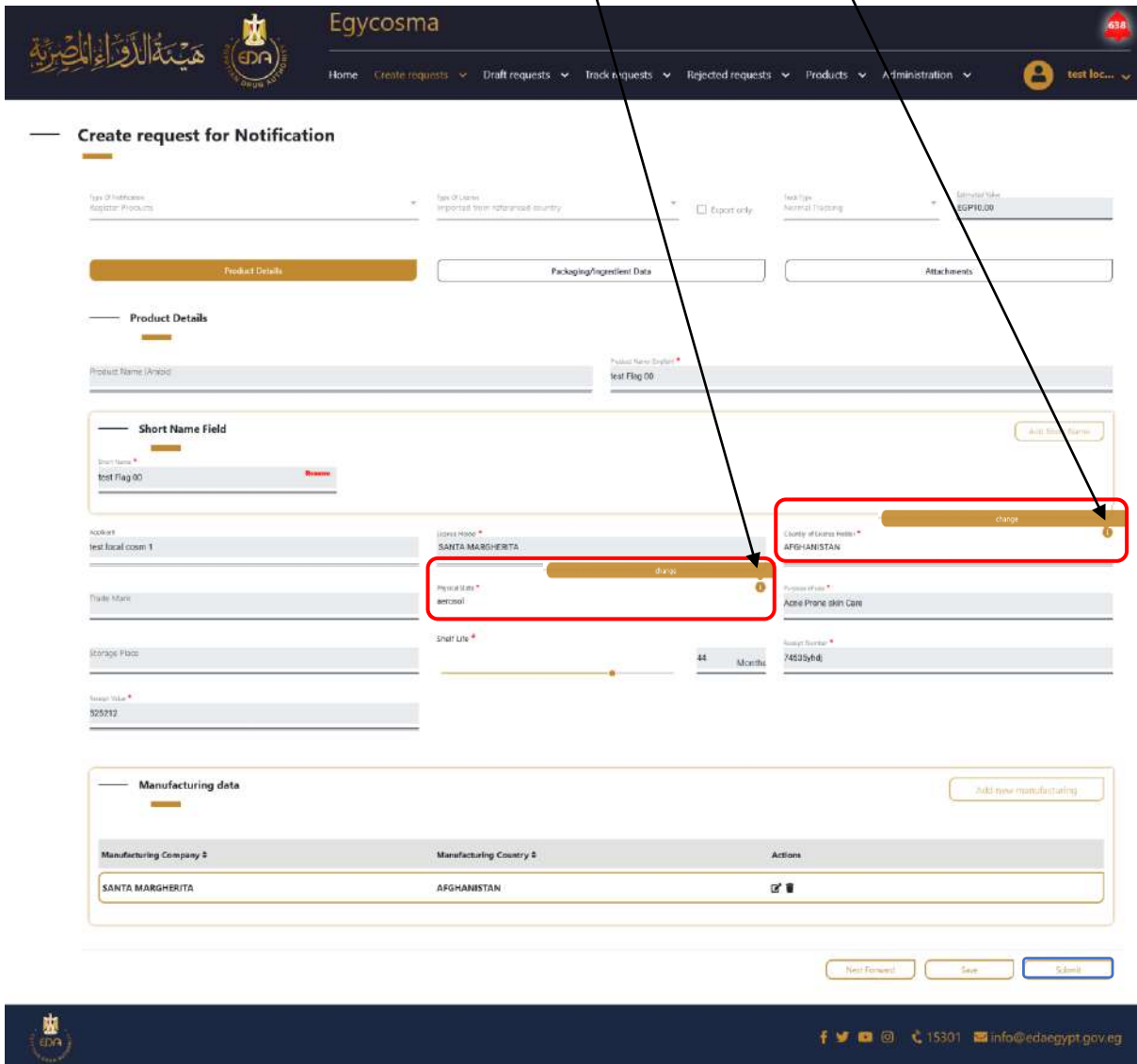
Approved products with comments variation (**FLAG**) as in the below picture. and this products need (**UNFLAG**) action

6. In this process You don't have to pay extra fees to unflag the product
7. You only need to fulfill the request by responding to the comments coming from the authority



First step click on the **action** icon here, the page will be transferred to **unflag product**, as appearing in the picture in the next page.

In this step you need to **check all comments** you have and click **submit** after you replay the required changes



Egycosma

Home Create requests Draft requests Track requests Rejected requests Products Administration test loc...

Create request for Notification

Type of Medicines: Type of License: Export only Pack Type: National Value:

Product Details

Product Name (Arabic): Product Name (English):

Short Name Field

Short Name:

Address: Address Model: Country of Origin (Arabic):

Trade Mark: Physical State:

Storage Place: Shelf Life: Months

Serial Value:

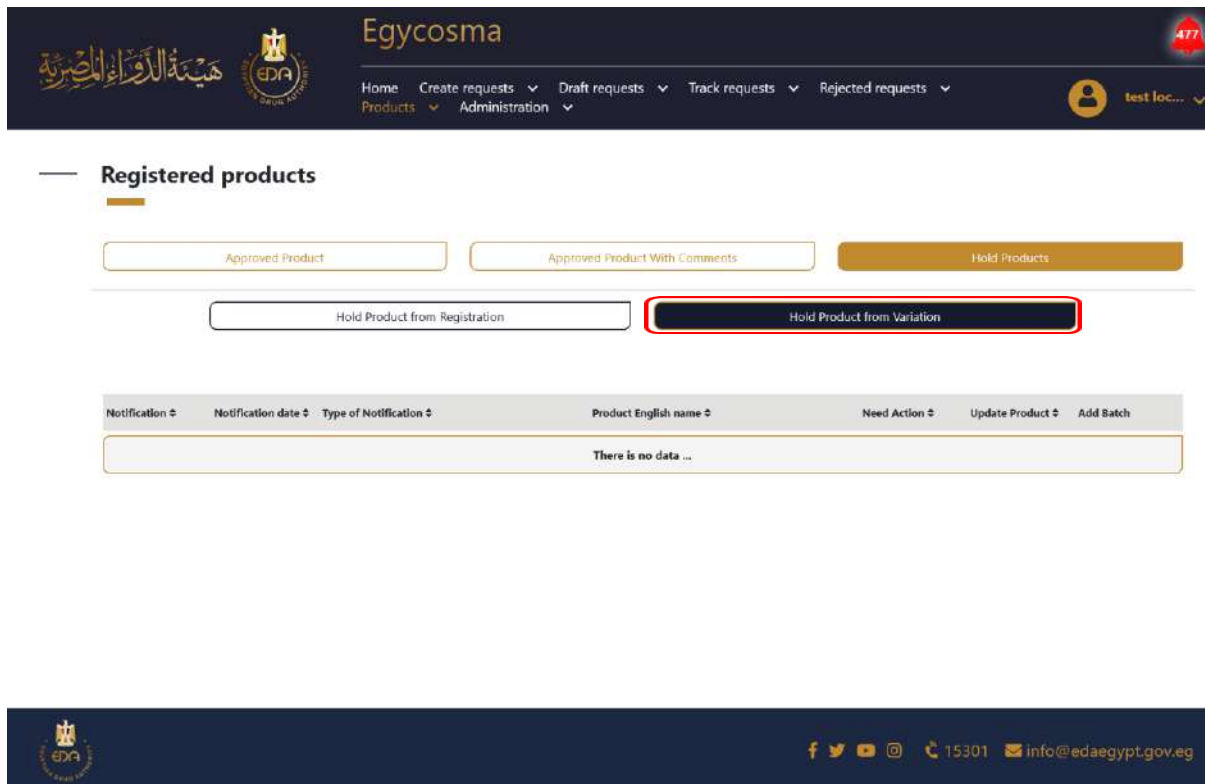
Manufacturing data

| Manufacturing Company | Manufacturing Country | Actions |
|-----------------------|-----------------------|---|
| SANTA MARGHERITA | AFGHANISTAN | <input type="button" value="edit"/> <input type="button" value="delete"/> |

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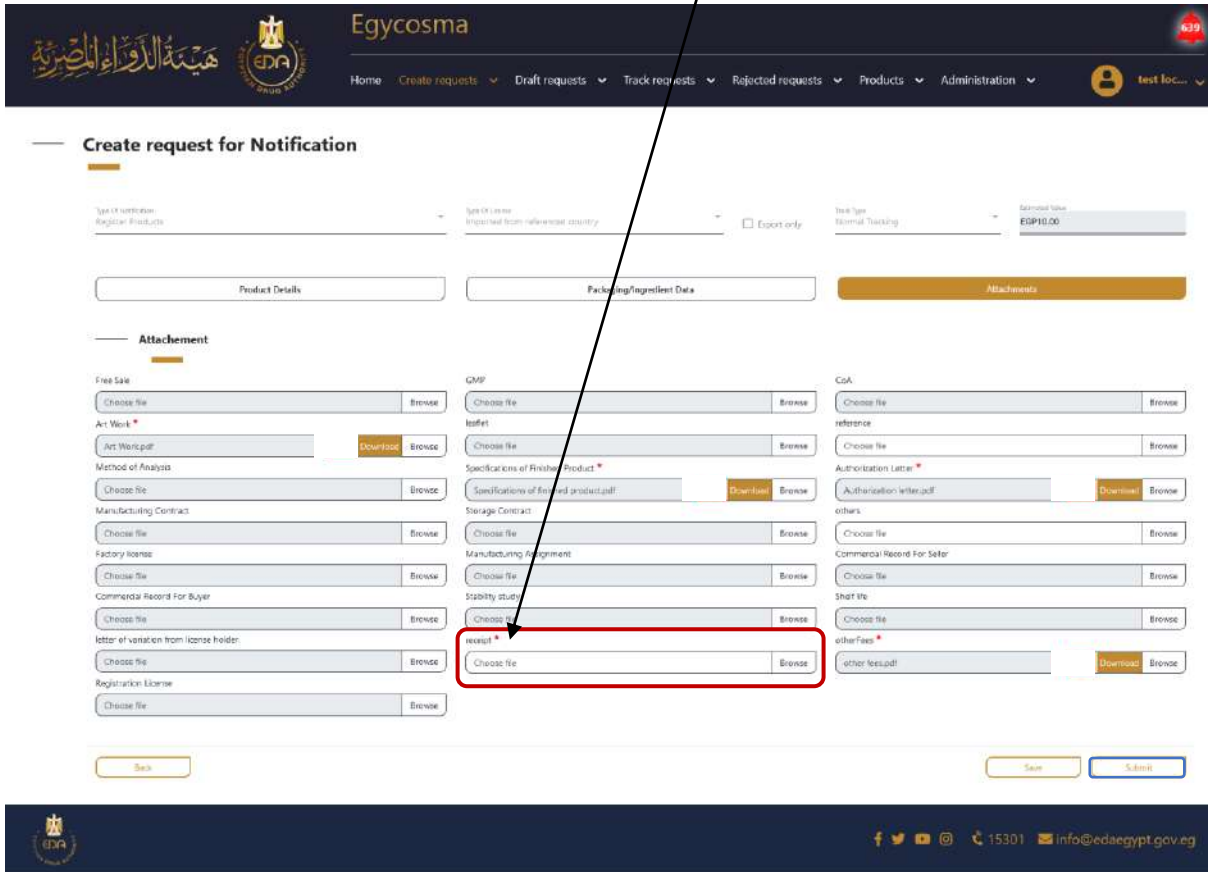
Hold products from variation as in the below picture. and these products need **(UNHOLD)** action.

8. In this process, you will have to pay extra fees to unhold the product
9. You need to fulfill the request by responding to the comments coming from the authority



The screenshot shows the Egycosma web application interface. At the top, there is a navigation bar with the EDA logo and the text 'Egycosma'. Below the navigation bar, there are several tabs: 'Approved Product', 'Approved Product With Comments', and 'Hold Products'. The 'Hold Products' tab is selected and highlighted in orange. Underneath, there are two sub-tabs: 'Hold Product from Registration' and 'Hold Product from Variation'. The 'Hold Product from Variation' sub-tab is highlighted with a red border. Below the sub-tabs, there is a table with columns: 'Notification', 'Notification date', 'Type of Notification', 'Product English name', 'Need Action', 'Update Product', and 'Add Batch'. The table currently displays 'There is no data ...'.

You need to add receipt attachment
once you complete this step you can
click submit



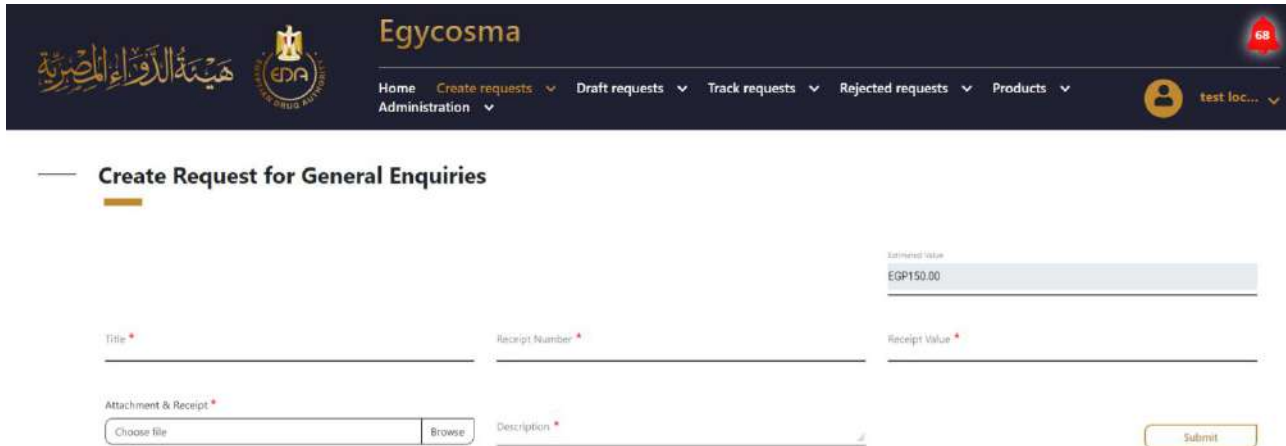
The screenshot shows the 'Create request for Notification' page in the Egycosma system. The page includes a header with the EDA logo and navigation menu. The main content area is divided into sections for 'Product Details', 'Packaging/ingredient Data', and 'Attachments'. The 'Attachments' section contains various fields for uploading documents, such as 'Free Sale', 'GMP', 'COA', 'Method of Analysis', 'Specifications of finished product', 'Storage Contract', 'Manufacturing Assignment', 'Stability study', 'letter of variation from license holder', and 'receipt'. The 'receipt' field is highlighted with a red box, and a callout bubble points to it with the text: 'You need to add receipt attachment once you complete this step you can click submit'. At the bottom of the page, there are 'Save' and 'Submit' buttons.

The last step for request rejection **Hold of variation**

1. company in this step (do unhold request)
2. when Authority reject (the request return in this step) and do unhold request again (forever)

3. General Enquiries,

And here if you have any enquiry from the EDA, go to **Create request** list, then click on **General Enquiries**, and the screen will appear as in the picture below.



The screenshot shows the 'Create Request for General Enquiries' form in the Egycosma system. The form includes the following fields and elements:

- Estimated value:** EGP150.00
- Title ***: A text input field.
- Receipt Number ***: A text input field.
- Receipt Value ***: A text input field.
- Attachment & Receipt ***: A section with a 'Choose file' button and a 'Browse' button.
- Description ***: A text input field.
- Submit**: A button to submit the request.

All of the fields are mandatory, after filling it all click submit, then go to **Track request** list, then click on **General Enquiries**, and you will find your enquiry as in the picture in the next page.

Egycosma

Home Create requests Administration Draft requests Track requests Rejected requests Products

test Soc...

Track request for General Enquiries

| Request Number # | Submission date # | Title # | Status # | Submission Date |
|------------------|-------------------|---------|-----------|-----------------|
| 4263 | Aug 31, 2021 | test | Initiated | test |

Previous 1 Next

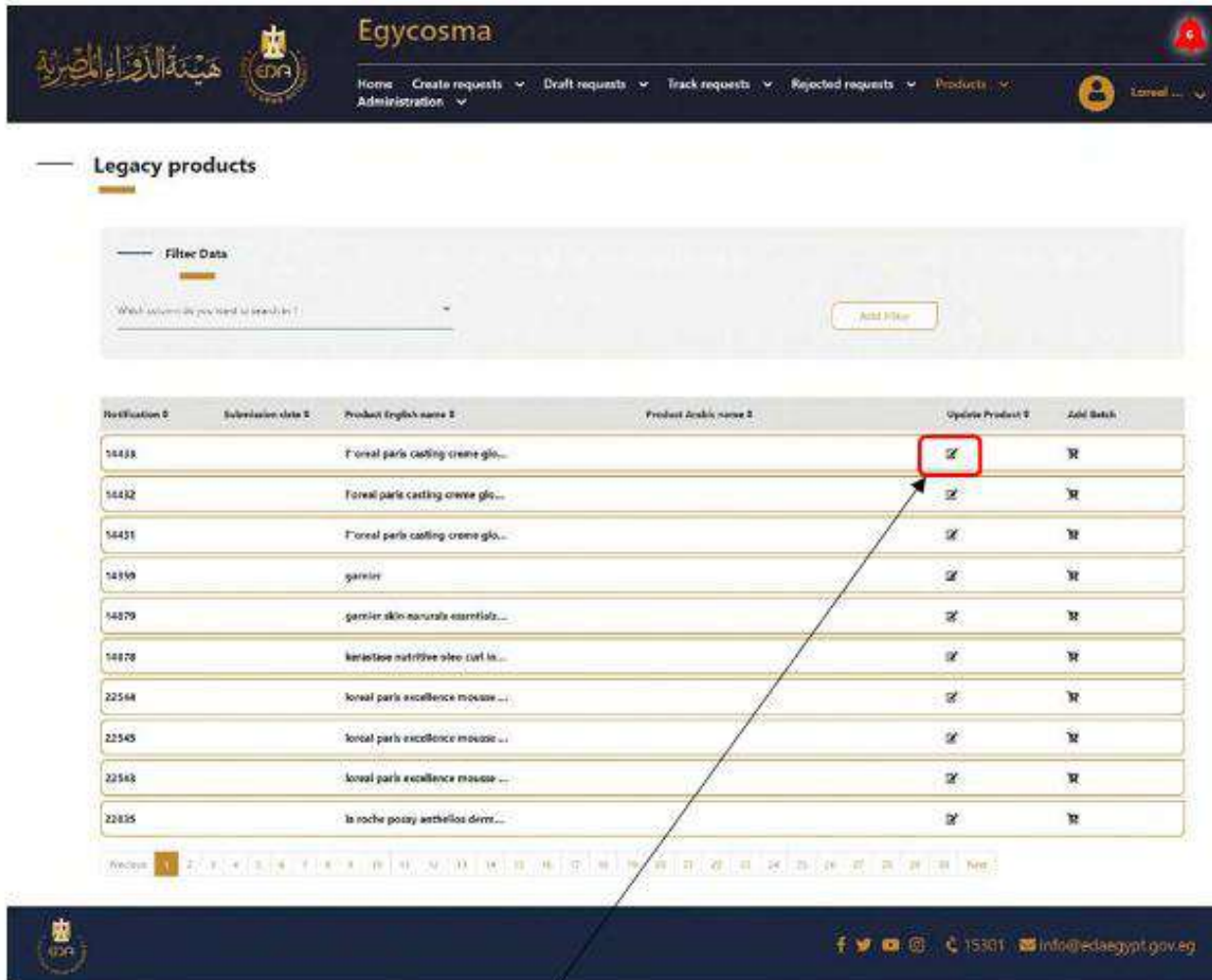


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4. Legacy,

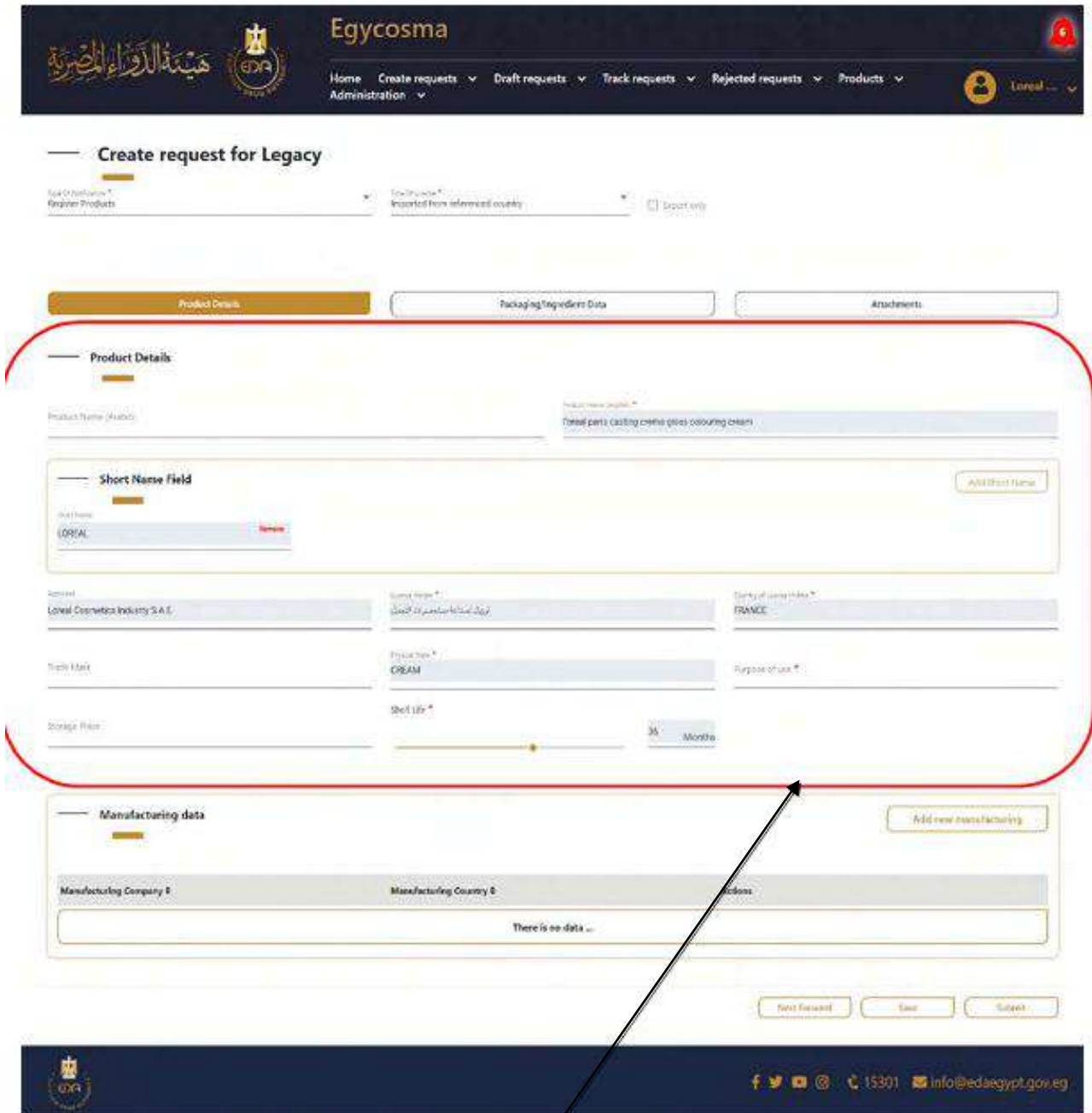
And here you will find all of products that have been recorded and approved before on the system, so you can update any product you want.

-Go to **Products** tap, then click on **Legacy**, and the screen will appear as in the picture below.



After clicking on **update product** icon here, the page will be moved to **Create request for Legacy**, as appear in the picture in next page.

Here is the same process as **creating request for notification**, so you can fill the fields, and after that click on **Submit**.




The screenshot shows the 'Egycosma' web application interface. The main heading is 'Create request for Legacy'. Below this, there are several input fields and sections:


- Product Details:** This section is highlighted with a red rounded rectangle. It contains:
 - Product Name (Arabic): Total parts casting cream pills-colouring cream
 - Short Name Field: Contains 'LORIAL' with a 'Remove' button and an 'Add Short Name' button.
 - Applicant: Local Cosmetics Industry S.A.E.
 - Country of License Holder: FRANCE
 - Product Type: CREAM
 - Purpose of Use: (Empty)
 - Shelf Life: 36 Months
- Manufacturing data:** This section contains fields for 'Manufacturing Company ID' and 'Manufacturing Country ID', both of which are currently empty and show 'There is no data...'. There is an 'Add new manufacturing' button.

At the bottom right of the form, there are buttons for 'Next Forward', 'Save', and 'Submit'. The footer of the page includes the EDA logo, social media icons, and contact information: 15301 and info@edaegypt.gov.eg.

Here are the available fields that you can update it, but the basic fields which have been filled before can't be edited like (type of notification/ type of license/ product name "English"/ short name field/ applicant/ license holder/ country of license holder/ physical state/ shelf life)



Egycosma



Home
Create requests
Draft requests
Track requests
Rejected requests
Products

Local

Create request for Legacy

Type of product: Regular Product

Type of origin: Imported from referenced country

Product Details


Packaging/Ingotem Data

Attachment

Attachment

| | | |
|---|--|--|
| <p>File name</p> <p>Choose file Browse</p> <p>API Water</p> <p>أدوية جوف</p> <p>Choose file Browse</p> <p>Method of analysis</p> <p>Choose file Browse</p> <p>Manufacturing Contract</p> <p>Choose file Browse</p> <p>Factory license</p> <p>Choose file Browse</p> <p>Commercial Record For Buyer</p> <p>Choose file Browse</p> <p>Letter of variable form license holder</p> <p>Choose file Browse</p> | <p>QAP</p> <p>Choose file Browse</p> <p>Quality</p> <p>Choose file Browse</p> <p>Specifications of finished product</p> <p>أدوية جوف</p> <p>Choose file Browse</p> <p>Storage Contract</p> <p>Choose file Browse</p> <p>Manufacturing equipment</p> <p>Choose file Browse</p> <p>Stability study</p> <p>Choose file Browse</p> | <p>COA</p> <p>Choose file Browse</p> <p>Invoice</p> <p>Choose file Browse</p> <p>Authorization letter</p> <p>أدوية جوف</p> <p>Choose file Browse</p> <p>Others</p> <p>Choose file Browse</p> <p>Commercial Record for Seller</p> <p>Choose file Browse</p> <p>Shell file</p> <p>Choose file Browse</p> |
|---|--|--|

Back
Save
Submit



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Then go to **attachment** fields, and upload your documents (must be pdf)

Egycosma

Home Create requests Draft requests Track requests Rejected requests Products Administration

Create request for Legacy

Search Location: Regular Products Specifics: Imported from referenced country

Product Details Packaging/Ingredient Data Attachments

Packaging data

| Volume # | Unit of measure # | Type of packaging # | Actions |
|----------|-------------------|---------------------|-----------------|
| 5 | Lite | Aluminum Pan | [Edit] [Delete] |

Ingredients data

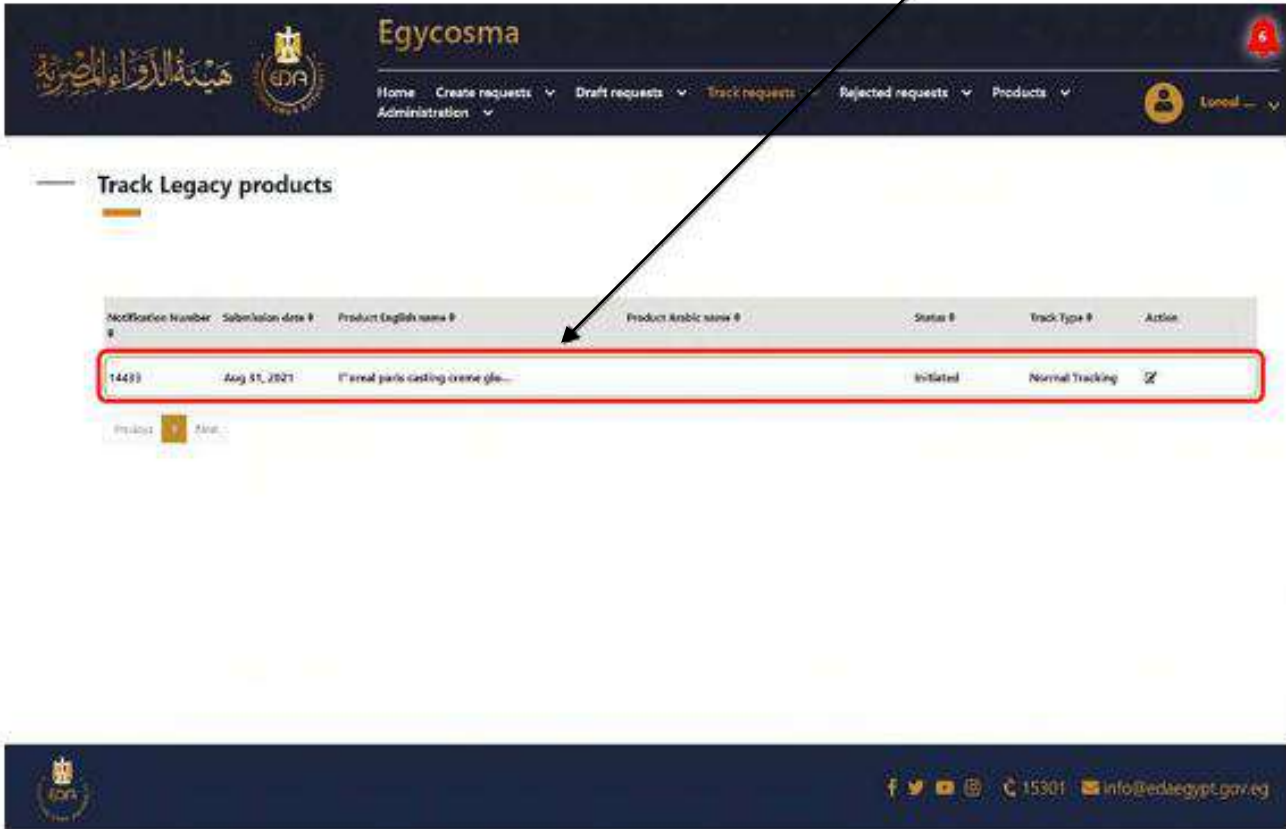
| Color # | Fragrance # | Flavor # | Barcode # | Actions |
|---------|-------------|----------|-----------|-----------------|
| | | | | [Edit] [Delete] |

Next Forward Save **Submit**

Then go to packing/ ingredients data fields, and update it


After filling all fields click **submit**.

After clicking **submit**, the page will be moved to **Track request for Legacy**, and you will find your product in the list as appear in the picture below.



The screenshot shows the 'Egycosma' web application interface. The top navigation bar includes the EDA logo, the name 'Egycosma', and a menu with options: Home, Create requests, Draft requests, Track requests (highlighted), Rejected requests, and Products. A user profile icon and 'Logout' button are also visible.

The main content area is titled 'Track Legacy products'. Below this title is a table with the following columns: No./Request Number #, Submission date #, Product English name #, Product Arabic name #, Status #, Track Type #, and Action.

| No./Request Number # | Submission date # | Product English name # | Product Arabic name # | Status # | Track Type # | Action |
|----------------------|-------------------|------------------------------------|-----------------------|-----------|-----------------|---|
| 14493 | Aug 31, 2021 | Internal pain casting cream gel... | | Initiated | Normal Tracking |  |

Below the table, there is a 'Product' dropdown menu and a 'Filter' button.

The footer of the application contains the EDA logo, social media icons for Facebook, Twitter, YouTube, and Instagram, the phone number 15301, and the email address info@edaegypt.gov.eg.

1. ADD Manufacturing company / license holder

In the case of adding manufacturing company, you can add from this list .



Manufacturing company / license holder Form

Here you can upload attachment (manufacturing list)

Manufacturing Company *

Manufacturing Country *

Attachment *

Choose file Browse

Submit

Here you can add the name of the manufacturing company

Here you can choose the country

After clicking submit, will You will wait for the authority's response within 3 working days

EDA

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١. يجب التأكد من عمل اي متغير على المستحضر قبل التقدم لإعادة الادراج فلا يمكن اجراء اي متغير خلال الإعادة.
٢. يجب ان يكون ال short name جزء من long name ويجب التأكد من كتابته في الجزء الخاص ب short name في البرنامج.
٣. في حالة التنازل ونقل ملكية المستحضرات لشركة اخرى لا يجوز لكل من الشركتين عمل line extension الا في حالة التنازل عن ال brand كله .
٤. يجب التأكد من نوع التسجيل ونوع المستحضر وفي حالة خطأ الشركة في تقديم نوع التسجيل (مستورد مرجعي او غير مرجعي او محلي او مصنع لدى الغير) او نوع المستحضر (مستحضر عادي او صبغه او kit) يتم رفض الطلب واعادة تقديمه **برسوم جديده**.
٥. لا يتم تقديم التماس لتعديل بيان التركيب للمستحضرات المستوردة وفي حالة تقديم الالتماس يتم رفضه.
٦. نرجو التأكد من وجود خط انتاج في المصنع قبل التقدم للإدراج وفي حالة عدم وجود خط انتاج تلتزم الشركة بتغيير مكان التصنيع مع دفع الرسوم المقررة لنقل التصنيع حسب نوع الملف (normal or fast).
٧. للشركة الحق في تقديم التماسين للطلب الواحد ثم يتم بعدها اسقاط الطلب وتقديمه من جديد برسوم جديده.
٨. لا يتم اجراء أكثر من عمليه على المستحضر في نفس الوقت.

٩. في حالة مستحضر (approve with comment(flag) لا يتم اجراء اي عمليه عليه الا بعد استيفاء (unflag) comment.
١٠. يجب تقديم طلب اعاده ادراج المنتج قبل ٣ شهور من انتهاء صلاحية الادراج حتى تتمكن الشركة من تقديم ٢ التماس للمستحضر في حالة الحاجة لأنه في حالة انتهاء مده الاعادة لا يتم عمل اي اجراء على المستحضر.
١١. اي استيفاء او التماس مقدم من الشركة الى الهيئة اثناء الادراج المدة الزمنية المحددة له ٣٠ يوم عمل بعدها يتم اسقاط الطلب ولا يمكن استكمالها ويقدم كمستحضر جديد.
١٢. في حالة الاحتكام الى مرجعيه التداول تكون شهادة التداول اجباريه.
١٣. وفي حال الاحتكام الى مرجعيه التصنيع تكون قائمه المصانع اجباريه.
١٤. في حالة تسجيل مستحضرات الصبغة او hair colorant kit يجب اضافته اسم الجروب مع اسم المستحضر في long&short name.
١٥. في حالة reject of variation مدة استيفاء ال comments هي ١٥ يوم في حالة الرفض الأولي و ١٥ يوم في حالة الرفض الثانية .
١٦. في حالة ادراج مستحضر متعدد الالوان او الروائح او النكهات او جميعهم يتم اضافة مقابل الخدمة التابع لكل فئة الى رسوم الادراج الموضحة في Estimated value وفقا لقائمة مقابل الخدمات المقررة.