

Central Administration of Pharmaceutical Products General Administration For Cosmetic Products Registeration

Cosmetics Companies Portal

User Manual

2023

Code: EDREX:GL.CAPP.011 Version No: 1 Issue Date: 22 march 2023 Effective date: 22 march 2023

> Cosmetics Companies Portal User manual Code: **EDREX:GL.CAPP.011** Version /year: 1/2023





Content	Page
Login Screen	3
Home Page Screen	5
Create request	6
General Enquiries	91
Legacy	92
Add Manufacturing company / license holder	98
General Notes	100



1- Login Screen

To login the portal, follow these steps:

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

Google × +	*	- 0 × ☆ ♡ ≡
· → C. O A https://www.googk	Type the link	Gmail Images III Sign In
	Google	
	٩١	
	Google Search I'm Feeling Lucky Google offered in: المربعة	
Egypt		
About Advertising Business How Search works		Prtvacy Terms Settings



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

	and the second sec
	مَتِعَمَّةُ الْحَرَاءُ الْحَرَاءُ الْحَرَاءُ الْحَرَاءُ الْحَرَاءُ الْحَرَاءُ الْحَرَاءُ الْحَرَاءُ الْحَرَاءُ
	User Name * Password *
and the second	Login

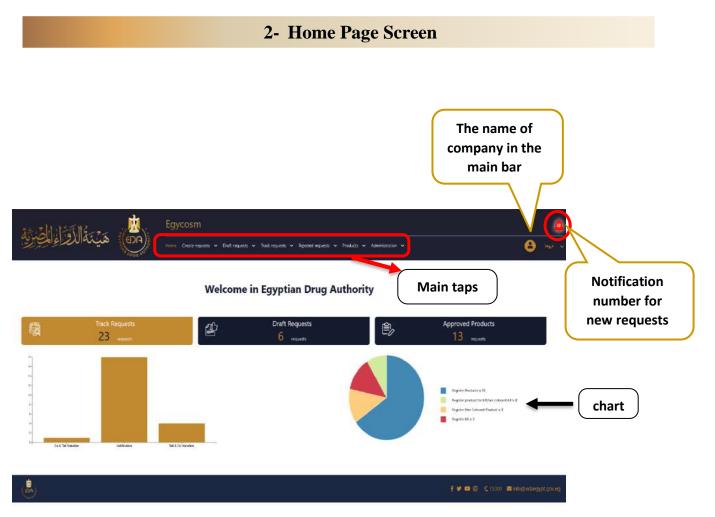
c) Type your pre delivered **user name and password** as shown down.

متينة الأوراء المصرية	
User Name *	Type your USER NAME here 1
Password *	Type your PASSWORD here 2
Login.	Click on LOGIN 3

Cosmetics Companies Portal User manual Code: **EDREX:GL.CAPP.011** Version /year: 1/2023



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







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 Create request for Notification.

(OD) هيْنَةُ الدَّوْرَاءِ المُضِ	Egycosm		Α
Onus 13	Home Criscis inquests - Draft requests - Track request	ts 🛩 Rejected requests 🛩 Products 🛩 Administration 🛩	
Create request for Notification			
Type Of HotoGorinus *	• 5p+ 01 in one •	• Track Type •	· Estimated Value
		and Second The Contemporate	

f 😏 🚥 🎯 🔌 15301 📾 info@edaegypt.gov.e

Cosmetics Companies Portal User manual Code: **EDREX:GL.CAPP.011** Version /year: 1/2023



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 from the drop-down list **Type Of Notification** field.

(٢٩٩) هَيْنَةُ الدَّاءِ المُعْرَثِةِ	Egycosma		
(DA) هيندهالد اوامي روي	Home Oroste requests 🗸 Draft requests 🖌 Track re	quests 🛩 Rejected requests 🗸 Products 👻 Administration	• 🙆 test loc •
- Create request for Notification			
Fagiler Products	Type Of Lizance *	* ⊡ export only Deals Type *	* Estimated Value
Rugister xt		Linepoir ony	
Register Har Colorant Froduct.			
Register Hair Colorant KR	J		

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

🛉 😏 🖬 💿 📫 15301 📾 info@edaegypt.gove



*



Egycosn دون ميتذالة الوالورية	Na muesta v Dhalt inquesta v Track requesta v Rejected requesta v Producta v Admi	nistration - Cast form - v
type Of HoffGame *	Imported from neterosci d country n Disport only The R hyper * Imported from neterosci d country Under Loops inferenced Under Loops inferenced Under Loops inferenced Under Loops inferenced Existe imported referenced The R hyper * Loop The R hyper *	- Enterinted latur
٢		f 🛩 🛤 😚 🔇 15301 📾 info@eduegyptgov.eg

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

(OA) هَيْنَةُ الأَقْرَاءِ الْمُعَمِينَةِ	Egycosm	4
and a start and a	Home Create requests v Draft requests v Track requests v Rejected requests v Products v Administration v	😩 est v
Create request for Notification		
"pro Danstrone" Register Products	TypeOliceus* Inputs of new observed soundly TypeT wity TypeT wity	Estimation and
	Fad Toding	
	f y a c) 💪 15301 📾 info@edaegypt.gov.eg



- f) After choosing the type of notification, type of license and track type, the following will appear:
- 1- Estimated fees 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**

(EDA)) هَيْنَةُالْدُوَاءِالْ	Egycosm	Δ.
(EDA) هينهاللاراغ ا	Home Create requests v Draft requests v Track requests v Reje	cted requests 👻 Products 👻 Administration 👻 😩
Create request for Notificat	ion	
Type Of Notification * Register Products	Type CT 1 each* Imported from referenced country	Fripert only Normal Indiang
Products theids	2 Details fields	3 Attachments
Notification Product Request		
Product Marsa (Arabic)	Product Name English)	
Short Name Field		And they film
Short Name *	<u> </u>	
alianaa	Loome Hobier *	Country of License Holder •
	Physical State *	
Trade Marx	Shart Life *	Purpose of use *
Sterage Place		Months Recept Number •
Receipt Vane •		
Manufacturing data		Add new manufacturing
Manufacturing Company &	Manufacturing Country \$	Actions
	There is no data	
		1 Fact Converse

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 filling at least one field 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

Type Of Hanifaation * Register Products	* Type Of License * Local	Export only	nal Tracking	EGP90.00
Product Details	Packaging/Ingredient Data		Attachm	ients
Product Details				
Product Name (Arabic)	Product Name	(English) *		
Short Name Field			Add Short Name	Validation Short Na
Short Name * TESTT SHT NAME33333		You must	click here to valid	date short nam
Applicant test local cosm 1	License Holder *	Cour	ntry of License Holder *	
Tracle Mark	Physical State *		ose of use *	



Product Details	Packag	ng/Ingredient Data	Attachments
Product Details			
Product Name (Arabic)		Product Name (English)	
Short Name Field			Caller and Carry
Short Name Field			Add Short Name Valida
Short Name Field	the value is not valid		Add Short Name Valida
Short Name *	the value is not valid		Add Short Name Valida
Short Name* TESTT O	the value is not valid	•	Add Short Name Valida
Short Name *	the value is not valid License Holder *		Add Short Name Valida
Short Name* TESTT O			

Click on **add new manufacturing** then a pop-up will appear including the form of manufacturing data, consists of:

Table Max				
Strong Film				
forget Vaca.*				
Manufacturing data			C	Add new manufacture
Manufacturing Company 8 Manufacturing Co		Actions		
	There is no data			

Cosmetics Companies Portal User manual Code: **EDREX:GL.CAPP.011** Version /year: 1/2023



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

· 2月1日天11日		Egycosm				
٥ الد اء المصرية	هيد	Home Create requests v DN	il requests 👻 Track requests 👻 Rej	ected requests 👻 Products 👻 Administration		🙆 👦 🗸
- Draft request	for Notification					
Filter D	R.		Search f product			
Request Mandaer #	Saved date #	Type Of Notification #	Product English name #	Product Arabic name #	back lype # Ar	tion.
1401	Jul 7, 2021	Register heir colorent product for kit	teenst project white serum		Normal Tracking	
Previous 1 Next				You wil	l find the product	here
					f y 日 ① く15301 Elint	o@edaegypt.gov.eg
Then	you can	go back to co	omplete your	request by clic	king on edi	t sign
Or re	move th	e request from	n draft by cli	cking on delete	e sign ——	



1- The tap of **Details fields** is divided into two parts : **Packaging data**, **Details** data

3111-5115-2-		Egycosm)						
هينه الكراء الم		Home Create req	uesta 👻 Draft requesta 🗸	Track requests 🖌	Rejected requests	👻 Products 👻	Administration	• 8) ba
Create request f	or Notification	ĺ							
Nice Of Natification * Register Products			Ties IT Lymps * Imported from referenced country		D Expert only	tiso, ture * Normal Tracking	-	EGP10.00	
	Products fields]	1	Details fields			Attacb	munts	
Packaging data								Add new path	- and the second
-								Construction from	aging
Volumes 8		Unit of measure 0		type of packaging (r.	A	ctions		
			T	here is no data					
Details data								Add new di	tal
								<u></u>	
Colour 9	Fragran	n 6	Fiaver 0		BarCode 8		Actions		
Colour 9	Fragrace	u 0		There is no data	BarCode 8		Actions		
Calaur 9.	Fragran	m û		here is no data	BarCode 2	Net	Actions	Leve	Sheet
	Fragras	αŧ		here is no data	BarCode 8		Formerit	uur] 01 ⊠info@edat	



Click on **add new add new packaging** then a pop-up will appears including the form of packaging data, consists of:

	Packaging Form				
Create request for	Volunces *	Unit of measure *	Type of Pockaging *		
Tur-Of NoTh dawn ⁴ Register Frioducts	Pieliaçing Description	Certon box		- Editaria Ola	_
(**	<u> </u>		Attachments	
Packaging data	Add: parkaging				
Packaging data	Adde bankaging		type of packaging 4	Attions	tit raw packagi
		There is a	type of packaging 8 o deta		tit mee packiigh
				Actions .	
Volumes 8				Actions .	ht new package Add new deftod



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

figer 12 million and * Reporter Products	-	 Spectra Company Spectra Company 	1.00	The last terms	ECATE.00
	Detail Form				
Packaging data	Per Colour	Diagrames	Davar	lis Code	Michaelta Add text packaging
Videous†	Prendant *	Consetizations *	Fundoor *	Add ing	
Colour 1	Add Detail	Passer 1	-	BarCode 1	Add see doub
		1	here is no data		
Charlows.				C	river



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

Rater ABRAINE Function *	SirCade Add ingendiont Denis rignident	Atlanaperkg
Facility* ABRASIVE	Add ingred eint Deste reprodent	
Facility* ABRASIVE	Add ingred eint Deste reprodent	- Add own per kay
ABRASIVE	Doets condem	
ABRASIVE		
Function *		Tool and the second
	Delaté ingrediant	add rew deta
incle is no bata _		ctilina
	inere is na para	inere ta no cata

Ingredien	ts data			Add new ingredient
Colour ‡	Fragrance \$	Flavor \$	BarCode \$	Actions
				2
Back			Next Forward	Save Submit
	If there are	similar ingre	dient data, yo	u can press
	a co	opy button in	stead of rewrit	ting



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)

a CV Horstwaren fr. giuter Producte	has discuss [®] Imported from referenced country	Textilize * Normal Tacking * EGP10.00
Products fields	[Details fields	Attacionents
Sale Choose Sile Download Browse I Work *	GMP Choose Re Enservice En	CeA Choose file Down reference
Choose Re Browse	Choose Ra Download Browse	Choose Ris Down
ethod of Analysis	Specifications of Finished Product *	Authoritation Letter *
Choose the Download Browse	Choose file Downsed Browse	Choose file Down
anutecturing Contract	Storage Comract	others
Choose Ris Download Browse	Choose the Download Browse	Choose file Down
Choose Rie Download Browse	Choose the Browse	

<u>At the end</u> 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**





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

	هيد الم	🖁 Home Create requests 🛩	Draft requests 👻 Tinck request	s 🐱 Rejected requests 🛩	Products 🐱 Administration	× 😫 🖪
2004 - 44	6 26 326 530	N 328				
Track reque	sts for Notifi	ication				
Filter I	Data		search	for the		
		•		ct here		
Winsch upskumm die ye	oo want to coards in ?		produ		You will find	the product he
Request Number &	Submission data 8	Type Of Notification #	Product English name #	Type Of Request #	Status # Trac	Type # Action
1404	Jul 8, 2021	Register Kit	test 1	New Request	Initiated	Normal Tracking
	2011 TA 1921 1			0.000		
1406	Jul 8, 2021	Register Products	test2444	Appeni 1	Waiting Company respons	Normal Tracking
1481	Jul 11, 2021	Register Products	Jo55	Appeal 1		Fast Tracking
1482	Jul 11, 2021	Register Products	J055	Appeal 1	Initiated	Fast Tracking
1483	Jul 11, 2021	Register Products	Je55	Appeal 1	Initiated	Fast Tracking
1454	Jul 11, 2021	Register Products	JoSS	Append 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	test 18	New Request	Initiated	Normal Tracking
1587	Jul 15, 2021	Register Products	tesst1	New Request	Walting Company response	Normal Tracking
1509	Jul 15, 2021	Register Products	teart2	New Request	Initiated	Normal Tracking
1594	Jul 15, 2021	Register Products	teest6	New Request	In progress	Normal Tracking
	Jul 29, 2021	Register Hair Colorant Product	eva hair clinic colorant cream	Appeal 2	Initiated	
1761	Jul 29, 2021	Register Hair Colorant Product	eva mair cimic colorant cream	Appear 2	Initiated	Fast Tracking



* In case the type of Notification is Register Kit

ti	Egycosm	
فيتةالدواءالغ	Home Créste requests v Draft requests v Track requests v Rejec	cted requests v Products v Administration v 🙆 👦
- saua K		
Create request for Notificat	ion	
_		
Igne (Dirindument [®] Register 10:	Top CT is way * Inspected from referenced country.	Inspect only Network Taction Common C
Kit Detailla	Products in Kir	Attachments
	Products or Au	
Kit Details		
Kit Mame (Arabit)	Dr futere (Englis)	
2 m + + 2 m + + 2 m + + + + + + + + + +		
Short Name Group		For Sect Name
Short Name	Reser	
3		
vition.	License Holder	Country of Linense Holder *
		Shelf Life *
Touche Mach	Shiringe Pane	Months
Becapt Normer *	Hassipt Value	
3		
Manufacturing data		
-		Add new manufacturing
Manufacturing Company Ø	Manufacturing Country 9	Actions
(There is no data	
		Net foraget Sizes Statest
		Next Forward Subset

1- After filling 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** buttom 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:

	Manufacturing Form			*
namer Hour	Manufacturing Company *	Manufacturing Country *		
Teele Mark				
Storyge Theo	Add Manufacturing			
		- 0		
Encrical Veloce*				
Manufacturin	g data			Add new manufacture
Manufacturing Company 0		Menufacturing Country #	Actions	
manufacturing continents a				





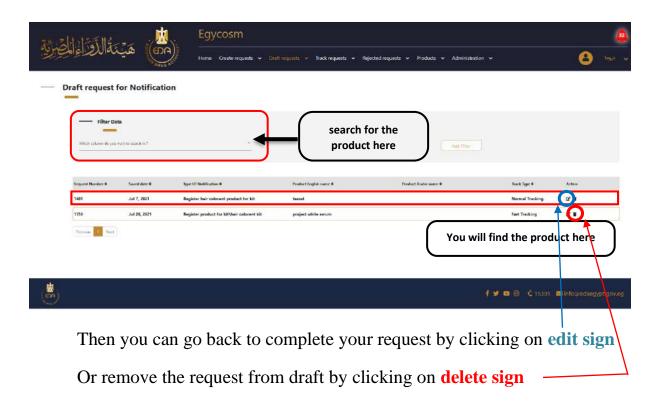
2- You must save the product and it will go directly to Draft requests

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









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

The Challense of	Egycosma			
المعينة الكر إغراطي ريب	Page V Home Create requests ~ Draft reque	sts 🗸 Track requests 🗸 Rejected requests 🗸 Pro	ducta 🗙 Administration 🐱	😫 test loc 🗸
— Create request for Noti	fication			
han (fri filmington * Register 401	· Section des	aced country .	Network Edwards Edwards 00	
(t Details	Ponforti in Kit	Altachesentx]
Products In Kit				
Bradaet Netfinitien Member		Again Printi, an		
(liner			(Matilioneta) See	
			f 🛩 🖬 🕲 🕻 15301 📾	linfo@edaegypt.gov.eg

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)**

tpar (Photocourt* Register Mt		Tetr of twrne * Imported from referenced country	* 🔲 Espenieriy	Normal Tracking	* EGP10.00
		-			
Kit Details		Products I	n Kit	Ğ	Attachments
Choose file Art Work For The Kit * Oncode file	Download Browse	Ehoose Ble Teatlet Chucae Ste	Download Showse	Choose file Choose file	Down
Method of Analysis		Specifications of Finished Product *		receipt *	
Choose Ne	Downkood Browner	Chucee live	Downland Browse	Criptine File	Demo
Construction of the second sec					
Authorization Letter *	Countral Brown	Manufacturing Centract	Drawlinet Servere	Storage Contract	Downie
Construction of the second sec	Described Brown	Manufacturing Centract Choose Rie crite/Fees *	Download Scowse	Storage Contract	Downs

▲ 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**





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**

	anua **	8 Home Create requests ¥	Draft requests 👻 Track requests	 Rejected requests 		ion 🗸 🙆	, kaa
Track requ	ests for Notifi	cation					
tile	er Data						
- Pitte	er Data		Search for	the			
Which column d	s you want to search in ?		product h	ere 丿 🔽	Add Filter	ou will find th	e product b
Request Number	Submission date 9	Type Of Notification #	Product English name \$	Type Of Request \$	Status 9	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 res		18
1481	Jul 11, 2021	Register Products		Appeal 1		Fast Tracking	
1482	Jul 11, 2021	Register Products	J055	Appeal 1	Initiated	Fast Tracking	a d
1483	Jul 11, 2021	Register Products	Je55	Appeal 1	Initiated	Fast Tracking	3
1484	Jul 11, 2021	Register Products	J055	Appeal 1	Initiated	Fast Tracking	I I
1490	Jul 12, 2021	Register product for kit\hair colorant kit	task18	Abbian 1	Initiated	Normal Tracking	2
1491	Jul 12, 2021	Register Kit	test18	New Request	Initiated	Normal Tracking	ß
1587	Jul 15, 2021	Register Products	tesst1	New Request		ponse Normal Tracking	ß
1589	Jul 15, 2021	Register Products	tesst2	New Request	Initiated	Normal Tracking	a di
1594	Jul 15, 2021	Register Products	teestő	New Request	In progress	Normal Tracking	3
1761	Jul 29, 2021	Register Hair Colorant Product	eva halr clinic colorant cream	Constantiation of	Initiated	Fast Tracking	8
1761	341 29, 2021	Register Hair Colorant Product	eva nair cimic colorant cream	Appeal 2	initiated	Past tracking	

1- When you submit the request status updated to Initiated



- 2- 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
- 3- 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.





		Final Rejected		Could be appealed	i
	r Data	*		Add Filter	
Request Number \$ 6269	Submission date ¢ Nov 1, 2021	Type Of Notification ¢	Product English name * TEST FLAGGFE	Type Of Request \$ Status \$ Reject and can appeal once Rejected	Track Type \$ /
6077 Previous 1 N	Oct 14, 2021	Register Products	test ff marw 778ffewrrrrr78	Reject and can appeal twice Rajected	Fast Tracking
				f y 🛛 🛈 🤇	15301 📓 info@edaegy



Request Number 9	Submission date 9	Type Of Notification #	Product English name a	Type Of Request #	Status ©	Track Type \$	Action
5128	Sep 12, 2021	Register Products	test sH	Reject and can appeal on	ce Rejected	Normal Tracking	G
5099	Sep 12, 2021	Register Products	test V1	Reject and can appeal twi	ice Rejected	Normal Tracking	G
4878	Sep 7, 2021	Register Products	test reject reason 1	Reject and can appeal twi	ice Rejected	Normal Tracking	۵
Track Type : N Reject Reasons	name : test reject n tormal Tracking : : بیانات عیر مطابقة او		Submission date : Sep 7, 2021 Type Of Request : Reject and can appeal twic		Of Notification : Rog s : Rejected	Ister Products	
4725	Sep 3, 2021	Register Products	test 555	Reject and can appeal twi	ice Rejected	Normal Tracking	
4705	Sep 2, 2021	Register Products	test	Reject and can appeal twi	ice Rejected	Normal Tracking	C
4488	Sep 1, 2021	Register Products	TEST 88	Reject and can appeal on	ce Rejected	Normal Tracking	0
4157	Aug 30, 2021	Register Products	test 756	Reject and can appeal twi	ice Rejected	Normal Tracking	٥
Previous 1 2	Next		an see the reject reason here	$\overline{}$			

Cosmetics Companies Portal User manual Code: **EDREX:GL.CAPP.011** Version /year: 1/2023



2 H HAR HAR AND	Egycosma	
المعنى المنافظ	Home Create requests 🗸 Draft requests 👻 Track requests 👻 Rejected request	s • Products • Administration •
Create request for Notification		
Nya O'nadijana Begister 2 catarty	- textPlants	peri oly becarie becarie construction
Product Detuils	Packaging/logradient Cata	Attachments
Product Details		
Product Name (Anster)	Which there displat * TEST IN/S66	
Short Name Field		(Apd Shert Yame) (Malapon Shert Yame)
Ag sizzet	Instance of the second se	Postal Lance Syster 7
test local cosm 1		AFCHANEITAN
Held Scall noum 1	are a los * areas los * areas	AFTERANETTAN Notes From * Anna From skill Care
	Population and the second	Normal Price P
Trote start	Styles fam * Mensal Dief Life *	Anna Pros 4
Trade sourt starge from P Bronge 1	Styles fam * Mensal Dief Life *	Anna Pros *
Toda Sort	Styles fam * Mensal Dief Life *	Monte Provi Ana Provi sile Care Monte



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

(na) هَيْنَةُ الْأَوْ الْوَالْغِ	Egycosm	
(DA) هينهاللا اوالي	Home Create requests - Draft requests - Track requests - Rejecte	id requests 🗸 Products 🖌 Administration 🖌 🙆 👦
Create request for Notificat	ion	
-		Street Via
fges Of Heldraten ⁹ Ragister Hair Colorant Product	Tare of livers " Imported from referenced country	Inter text * Extracting ECEPTO.CO
Product Gebins	Paciaging/Ingredient Data	Attachments
Product Details		
Редист Хите (Асалс	Product Name (English) *	
		(1777)
Short Name Field		Aut Short Name
Preduct Color *	Apple of Sept	Ucarue Holean *
Country of License Holder *	Ende Mark	Physical State *
Purpose of use *	Storage flats	Staf Life*
Receipt fournam	Pecator Value *	C
Accupit (Administration	Province of the second se	
Manufacturing data		Add new manufactuding
Manufacturing Company P	Manufacturing Country #	Actions
		, ,
		Next Former) Son Submit

✤ After filling 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 buttom 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:

	Add Menufacturing			
States fine		- 0	Adver-	
Encoded Value *				
Manufacturin	ng data			Addines manufactures
-				



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

39.2	LINE THE		Egycosm	Egycosm				
she	تهالك اعام	مي هي	Home Create requests 🛩 Ori	iff requests 👻 Track requests 👻 Rej	ected requests 👻 Products 👻 Administratio		🙆 👳 🗸	
— D	Praft request	for Notificatio	n					
	Filter Da	n.		Search fe				
	Which columns do you	wart to search in ?		product	here here			
	Request Number 8	Saved date #	Type Cit Notification &	Product English name #	Freduct Arabic name #	back Type 0	Arthura	
	1401	Jul 7, 2021	Register hair colorant product for kit	teesat		Normal Tracking	۲.	
	1756	Jul 28, 2021	Register product for kit\heir colorent kit	project white serum		Fast Tracking		
	Presirats 1 Next				You wi	ll find the prod	uct here	
						f 🗵 🖨 🎯 Cristin	■ linfo@edaegypt_tov.eg	
	Then	you car	n go back to c	omplete your	request by clie	cking on e	dit sign	
			2					
	Or re	move th	ne request from	n draft by cli	cking on delet	e sign –		





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

Create request fo	or Notification						
Tase Of Institution [®] Register Hair Colorant Product		Tatr CI I write Imported from it	derenced country	• Dispersionly	free-type * Normal Tracking	-	Stream View BCP10.00
[Product Details		Packaging/Ingredient Frata		(Attache	nents
Packaging data							Ado new packaging
Volumes #		Unit of measure 9	type of packag	ing ‡	Actions		
			There is no date				
Ingredients data							Add new ingredient
	Fragrance		Fisuer 9	BarCode 9		Actions	
Colour #							



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

San Of Holdwaters * Register Har Culturert Perulasi	Volumes *	Weit of mosture	Type of Piskaging *	- KOPID.00
[Pacaging Description	Carton box		Machinetti.
Packaging data	Add (moleging	-	type of pockaging 2	Add new poster
		The	re la no data _	
Ingredienta data				Add rea leged
Coluur 1	Tragrante B	Plavar 9	BarCade B	Actions
(The	we is no data	



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

	Carrierance					
	Ingredient Form					
Neglow Hard Colorist Product					* KOPYODO	
	Page Color:	Programme	Flaxor	BarCode	Attachments	
Packaging data					Add detail Add meet a	
	Ingredient •	Concentrations *	Function *		Veicte detail	
Volumes 8			÷			
ac	Add Ingredient					
Ingredients dat					Add treat	ogradient
-					Provide and the second s	
Coincr 2	Fragrance E	Havor &		BarCode 2	Actions	
			There is no state			
Coince \$	Fograce E	flanor à	There is no stata	fierCode 8	Action	
Rate					Man Lineard Law	



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

	Ingredient Form				and a second sec
Tax of Invitance * Register they Colourit Product					
[P	Coluse	Fragrierie	Flastor	RecCodes	Attackniekts
Packaging data				. Ac	Id dwall
Valumen 2	Ingentant * OLSVE OIL 76:753 gm/100g	Construction * 100	ANTICAKING	Detail	e detaj
Valuenzes 2	Ingredien *	Conwritemen	Function *	Detas	e Setai
Ingredients data	Add Ingrodient				Total term in gradier
Caluur 8	Fingranae B	flavor 9		Berlande B	Actions
			There is no data		



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)

Create request for Notifica	tion					
Taxiof residences # Begister Hair Colorant Product		Tour Of Living * Imported from referenced country	• Expert only	frest Telm * Normal Tracking	 Echica Value ECP10.00 	
Product Detrills		Packaging/Ingredient (ista	0	Atlactments	
Free Solo	Dewnload Browse	GMP Dhose Ne	Downcatt Browse	CeA Choose file		Download
Art Work *		leafiet		reference		
Choose the	Download Browse	Chocke file	Dourieud Browse	Choose file		Destroland
Method of Analysis	Reference of the	Specifications of Finished Product *		Authorization Letter *		
Choose the Manufacturing Contract	Deveload Browse	Chicose file Storage Contract	Downlant Browse	Choose Fire		Downland
	Deancead Browse	Orocsu file	Download Browse	Choose file		Downcool
6	and the second second	otherfees*	Contract Goods	Concerne ine		Solimote
CHORE SE	10 million 10 million 10 million					
6	Districture Browne	Chicote file	Downlinet Browse			

▲ 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**





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**

		And The Volus	will find the pr	oduct
		Tour	wiii iiiu tiie pi	ouuci
ation \$ Product English name \$	Type Of Request \$	Status 9	Track Type 9	Action
testi	New Request	Initiated	Normal Tracking	0
lucts test2444	Appeal 1	Waiting Comp ny	re ponse Normal Tracking	
lucts Jo55	Appeal 1		Fast Tracking	9
ducts Jo55	Appeal 1	Initiated	Fast Tracking	
Jo55	Appeal 1	Initiated	Fast Tracking	D
lucts Jo55	Appeel 1	Initiated	Fast Tracking	5
luct for kit\hair colorant kit task18		Initiated	Normal Tracking	C.
test18	New Request	Initiated	Normal Tracking	D
lucts tesst1	New Request	Waiting Comp ny	re ponse Normal Tracking	9
ducts tesst2	New Request	Initiated	Normal Tracking	D
duets teestő	New Request	In progress	Normal Tracking	ū
	2020407.000045.000/25			
	Image: station # Image: station # station # Image: station # station # Image: station # hucts Image: station # Image: station # Image: station # <td>Image: selection of the selection</td> <td>product here Type Of Request 9 Status 9 Initiated action 9 Product English name 9 Type Of Request 9 Status 9 Initiated bacts 1 test1 New Request 1 MultifungComp py bacts 2 Jo55 Gattane Gattane Gattane Gattane 1 Initiated py bacts 3 Jo55 Gattane Gattane Gattane Gattane Initiated py bacts 3 Jo55 Gattane Gattane Gattane Initiated Initiated Initiated bacts 3 Jo55 Gattane Gattane Gattane Initiated <t< td=""><td>Product Inglish name ? Ype Of Request 1 Add Find Ling Link Index Person Lattion ? Product English name ? Type Of Request 1 Colspan=1 Status ? Yeak Type ? Lattion ? Product English name ? Type Of Request 1 Col Initiated I Freek Type ? Lattion ? I test1 Colspan=1 G Multing Comp 1 I Mormal Tracking huets J Jo55 G Appeal 1 G Multing Comp 1 G Feast Tracking huets J Jo55 G G Appeal 1 G Initiated G Feast Tracking huets J Jo55 G G Appeal 1 G Initiated G Feast Tracking huets J Jo55 G G Appeal 1 G Initiated G Feast Tracking huets J Jo55 G Appeal 1 G Initiated G Feast Tracking huets I</td></t<></td>	Image: selection of the selection	product here Type Of Request 9 Status 9 Initiated action 9 Product English name 9 Type Of Request 9 Status 9 Initiated bacts 1 test1 New Request 1 MultifungComp py bacts 2 Jo55 Gattane Gattane Gattane Gattane 1 Initiated py bacts 3 Jo55 Gattane Gattane Gattane Gattane Initiated py bacts 3 Jo55 Gattane Gattane Gattane Initiated Initiated Initiated bacts 3 Jo55 Gattane Gattane Gattane Initiated Initiated <t< td=""><td>Product Inglish name ? Ype Of Request 1 Add Find Ling Link Index Person Lattion ? Product English name ? Type Of Request 1 Colspan=1 Status ? Yeak Type ? Lattion ? Product English name ? Type Of Request 1 Col Initiated I Freek Type ? Lattion ? I test1 Colspan=1 G Multing Comp 1 I Mormal Tracking huets J Jo55 G Appeal 1 G Multing Comp 1 G Feast Tracking huets J Jo55 G G Appeal 1 G Initiated G Feast Tracking huets J Jo55 G G Appeal 1 G Initiated G Feast Tracking huets J Jo55 G G Appeal 1 G Initiated G Feast Tracking huets J Jo55 G Appeal 1 G Initiated G Feast Tracking huets I</td></t<>	Product Inglish name ? Ype Of Request 1 Add Find Ling Link Index Person Lattion ? Product English name ? Type Of Request 1 Colspan=1 Status ? Yeak Type ? Lattion ? Product English name ? Type Of Request 1 Col Initiated I Freek Type ? Lattion ? I test1 Colspan=1 G Multing Comp 1 I Mormal Tracking huets J Jo55 G Appeal 1 G Multing Comp 1 G Feast Tracking huets J Jo55 G G Appeal 1 G Initiated G Feast Tracking huets J Jo55 G G Appeal 1 G Initiated G Feast Tracking huets J Jo55 G G Appeal 1 G Initiated G Feast Tracking huets J Jo55 G Appeal 1 G Initiated G Feast Tracking huets I



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

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

* <u>Register Hair Colorant KIT</u> Same steps of <u>Register kit</u>

da destra da	Egycosma	4
(on) هيْنَةَالدَّاءِالَخِ	Home Create requests v Draft requests v Track requests v Rejected Administration v	requests 👻 Products 👻 🔒 test loc
Create request for Notifi	cation	
Syar Childhanian * Register Hair Colocant Kit	* "Jer Olones" Generation referenced country "	Sock Tox * Exercise Toxes Normal Tracking COPID.00
. Kir Details	Products in Xit	Attachments
Kit Details		
Kit Name (Arabic)	Ga Name English).*	
Short Name Group	_	Act Sect Name
ra clair * Kit Color	services test local own 1	Lizmue Holare *
Black Blood	Trade Munit	Storage Place
Brown Red	Receipt Number *	Repert Value *
Manufacturing data		Add new manufacturing
Manufacturing Company #	Manufacturing Country 0	Actions
	There is no data	
		New Fornand
		f y 🛯 🛛 🖒 15301 🗃 info@edaegypt.gov



Create requests for Re-Notification,

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

(pa) هنتةالكراها	Egycosm	4
المحالك الإلكام	Home Create requests V Draft requests V Track requests V Rejected requests V Products V Administration V	8 Weiser •
Create request for Re-No	tification	
Product Natification Number	Estimated Value	
Get Get	Product	
Type the product	After typing the	
notification number here	notification number click Get Product here	



🛉 🍠 回 🎯 🔌 15301 🖾 info@edaegypt.gov.eg





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

	Egycosm	
فيتةالداءالغرية	Home Create requests v Draft requests v Track requests Administration v	V Rejected requests V Products V
— Create request for Re-N	otification	
2014/14/2014/004/31	nt Product	_
ge Structure eg Die Products	 Specification observed assarby Experimentation 	lation y
Produce Cetain	Packaging/ingredient Data	Attachments
Product Details		
the fact frame (Andrá)	Instant Verifia	
Short Name Field		Add there there
second Weiser Laboratory	Internet Section * That had Verbeed Laboratorium	Carry of Law a house ¹⁶ AFGHANISTAN
naim Téanh	Absorbable Medit	Anne Prone siter Care
hyngy Ress	Shell Ule *	Months .
beneget Value *		
Manufacturing data		pointers mean wear table
Menufacturing Company 8	Manufacturing Country #	Actions
SANTA MARGHERITA	AFGHANISTAN	27 W
		Not Fernand Serve (Re-Rothenbert Finland)
		f y o @ ¢ 15301 Sinfo@edeegypt.gov.eg

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.

المينة الدراء المسيرين	EDQ1:	
	Successful Submission	Aver Car 🗸
Create request for I	Control of automission Your request Id is SAGA Control of automission Control of automission Control of automission	
(8)		f 🖉 📾 🛞 😋 (530) 🗃 info@edaegypt.gov.eg

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.

من مينة اللغزاء	Administration 🗸	sts 🗢 Draft requests 👻 Track rec	uesta 🤟 Rejected requests	✓ Products ✓	8
Filter Data Filter Data Filter Data		bose a dider.	E Add 10	ber	
Notification Number Submission data a	Type Of Notification #	Product English name &	Product Arabic name #	Status #	Action
COSMREC21100431 Aug 26, 2021	Register Products	test VARIA		Initiated	CK,
COSMREC21100432 Aug 25, 2021	Register Products	test VARIA 1		Need Unflag Action	C21
COSMREC21100432 Aug 25, 2021	Register Products	test VARIA 1		Need Unflag Action	of .
COSMREC21100432 Aug 25, 2021	Register Products	test VARIA 1		Need Unflag Action	Ca'
COSMREC21100432 Aug 25, 2021	Register Products	test VARIA 1		Need Unflag Action	CR'
COSMREC21100429 Aug 25, 2021	Register Products	test RE 111		initiated	CK.
COSMREC21100354 Aug 24, 2021	Register Products	test REN 8		Initiated	or
COSMREC21100353 Aug 24, 2021	Register Products	test REN 9		initiated	CH'
COSMREC21100352 Aug 24, 2021	Register Products	test REN 4		Waiting Company response	CR'
COSMREC21100346 Aug 23, 2021	Register Products	test REN 2		Initiated	Caf
COSMREC21100348 Aug 23, 2021	Register Products	test REN		Need Unflag Action	CH
COSMREC21100348 Aug 23, 2021	Register Products	test REN		Need Unflag Action	CH
COSMREC21100348 Aug 23, 2021	Register Products	test REN		Need Unflag Action	C#
COSMREC21100348 Aug 23, 2021	Register Products	test REN		Need Unflag Action	œ
COSMREC21100209 Aug 21, 2021	Register Products	test re 4		Need Unflag Action	cat.
COSMREC21100289 Aug 21, 2021	Register Products	test re 4		Need Unflag Action	or .
COSMREC21100289 Aug 21, 2021	Register Products	tent re 4		Need Unflag Action	œ
COSMREC21100289 Aug 21, 2021	Register Products	test re 4		Need Unflag Action	œ
COSMREC2121892567 Jul 25, 2021	Register Products	producttt1		initiated	64
COSMNRC2121802500 Jul 14, 2021	Register Products	test renotification		initiated	CK,
COSMREC2121892492 Jun 19, 2021	Register Products	test 130		Initiated	12
COSML2121892489 Jun 17. 2021	Register Products	iheiwbfjkhfb djhwebfilhwebfic		Initiated	CH .
COSML2121892489 Jun 17, 2021	Register Products	ihelwbfjkhfb djhwebfilhwebfk		initiated	œr
	Register Products	test80		Initiated	œ
COSML2121892486 Jun 17, 2021					

f 🎔 🚥 🐵 🔌 15301 📼 info@edaegypt.gov.eg



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

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

	. 🖄 .	Egycosm					1
بتهاللا إءالمجرته		Home Create requests Administration ~	✓ Draft requests ✓	Track requests 🐱 Rejected in	equests 🛩 Produc	** 😮 🕒	Weiser 🗸
	equests for	Re-Notification					
		Final Rejected			Could be appealed		
Which column do	Data	*		C	Add Filter		
Request Number ©	Submission date \$	Type Of Notification \$	Product English name ‡	Type Of Request ©	Status 8	Track Type \$	Action
3364	Aug 15, 2021	Register Products	test re 2	Reject and can appeal to	wice Rejected	Normal Tracking	ß
3569	Aug 21, 2021	Register Products	test re 5	Reject and can appeal to	wice Rejected	Normal Tracking	
3573	Aug 21, 2021	Register Products	test re 1	Reject and can appeal o	nce Rejected	Normal Tracking	B
3688	Aug 23, 2021	Register Products	test REN 1	Reject and can appeal to	wice Rejected	Normal Tracking	8
3697	Aug 24, 2021	Register Products	test REN 5	Reject and can appeal to	wice Rejected	Normal Tracking	ß
3746	Aug 24, 2021	Register Products	test REN 7	Reject and can appeal to	wice Rejected	Normal Tracking	æ
3749	Aug 24, 2021	Register Products	test REN 6	Reject and can appeal to	wice Rejected	Normal Tracking	œ
Previous 1 Ne	ot						
(en)					y 📾 🖸 🕻 1	5301 🔽 info@edae	
			Re-Notification	ere, the page will be on, as appearing in ext page.		1	



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 twic	e Rejected	Normal Tracking	0
4878	Sep 7, 2021	Register Products	test reject reason 1	Reject and can appeal twic	e Rejected	Normal Tracking	ſ
Track Type : N Reject Reasons	name : test reject n tormal Tracking : : بیانات عیر مطابقة او		Submission date: Sep 7, 2021 Type Of Request: Reject and can appeal twice		Notification : Rog Rejected	ster Products	
4725	Sep 3, 2021	Register Products	test 555	Reject and can appeal twic	e Rejected	Normal Tracking	
4705	Sep 2, 2021	Register Products	test	Reject and can appeal twic	e Rejected	Normal Tracking	(
4488	Sep 1, 2021	Register Products	TEST 88	Reject and can appeal once	Rejected	Normal Tracking	C
4157	Aug 30, 2021	Register Products	test 756	Reject and can appeal twic	e Rejected	Normal Tracking	۵
Previous 1 2	Next		luct, you can see the reject re				

Cosmetics Companies Portal User manual Code: **EDREX:GL.CAPP.011** Version /year: 1/2023



مَيْنَةُ الْكَالِمُ	Home Create requests 👻 Draft requests 🛩 Track requ	ests v Rejected requests v Products v 🔹 🙆 🖥
and the second se	Administration 🤟	•
 Create request for Re-I 	Notification	
MREC21100288	Ort Product 60P2.085.00	
r Northeann Gerafusten	Type Of Latence Important framinally country) topper only
Printiset Details	Packaging/Ingredient Data	Attachmenta
Product Details		
att Name (Arabic)	Product Speech Stratistics *	
at theme.		
а прод 4	Santa Trado " Banta Aragolesita	Controp of Linetys Modes * ALTRANIA
en para * Annua *		Courses of Learnin Holder * ALERANIA Protection of our * Anne Protect ables Care
ar Hara *	BANTA MARGHERITA	ALBANIA
er rapor * er Laboratory estaak ge Flace	BANTA NANGGHERITA	ALBANIA Persona of son * Anna Prome silin Cars Sanga Suscess *
er yang * tra 2 trans er er transformer	BANTA NANGGHERITA	ALBANIA Persona of son * Anna Prome silin Cars Sanga Suscess *
er y yesse * terment er y Laboratory er Laboratory get Place er sum *	BANTA NANGGHERITA	ALBANIA August of or * Actor Prome skin Care Surget functor * Months St2323
en saar *	BANTA NANGGHERITA In _{preser} ison * Absorbable Mech Shelf Life *	ALBANIA Popus of us * Anne From skin Care Inseq turnin * St2223 Add new manufacturing
en yang * Manufacturing data	BANTA MARGHERITA Porter tere * Absorbable Mech Shelf Life *	ALBANIA ALBANIA Promo of use * Anne Promo sitis Care Months St2223 Add news manufacturing Actions



			/			
-11 125112	. 🗰 .	Egycosma				
يتةالاراءال		Home Create request: Administration ~	ts 🗸 Draft requests 🗸 Track r/quests 🗸	Rejected requests 🛩 🦻		8
Registered						
Registered	products					
	Approved Produ	uct.	Approved Product With Comments		Hold Products	
— Filter (Data					
Filter I	Data					
-	Data			Add Filter		
-	-			Add Filter		
-	-	Type of Notification 0	Product English name ¢	Add Filter Need Action 8	Update Product 0	Add Batch
Which column de ye	Notification date *	Typs of Notification 0 Register Products	Product English name \$ test RE-N 1		Updata Product &	Add Batch
Which column de y	Notification date \$					(Cerc)
Which column de y	Notification date \$ 0 Aug 30, 2021	Register Products	test RE-N 1		ø	R
Which column do y	Notification date Notification date Aug 30, 2021 Aug 30, 2021 Aug 30, 2021	Register Products Register Products	test RE-N 1 test RE-N 0		2 2	ਸ ਸ
Which column de y	Notification date 9 0 Aug 30, 2021 0 Aug 30, 2021 7 Aug 30, 2021 5 Aug 30, 2021	Register Products Register Products Register Kit	test RE-N 1 test RE-N 0 test kit 1		e e	ਸ ਸ ਸ

f 🐓 回 💿 🐧 15301 🖾 info@edaegypt.gov.eg

EDA)



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

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

经成时代代码		Egycosma		_		4
٥	هين	Home Create requests Prodúcts 👻 Administr		ts 🗸 Rejected requests 🗸	6	3 test loc 🗸
Registe	red product	s				
	Approved Pro	duct	Approved Product With Comments		Hold Products	
	App	roved Product With Comments from Reg	istration Approv	ved Product With Comments from	Variation	
	ilter Data					
Which colum	nn do you want to search i	n ?		Add Filter		
Notification 0	Notification date	Type of Notification *	Product English name 🕈	Need Action \$	Update Product © A	dd Batch
COSMREC21	101034 Oct 28, 2021	Register Products	TEST ITEM 3 666ww	Need Unflag Action	x 1	4
Prévious	Next			9	lor guide for Appealed P	roduct 📃 📕
				f 🛩 📼 🕲 🖏 1	5301 🐱 info@ec	laegypt.gov.eg
- Aven						
			n icon here, the page w uct, as appearing in th e next page.			



In this step you need to check all comments you have and click submit after you replay the required changes Egycosma 速 هتتةالأواءالمة EDA Drait requests v Track requests v Rejected requests v Products v Administration v Α **Create request for Notification** EGP10.00 E Export only ing/ingestient Data Attachments Product Details . Product Name (Anabid test Flag 00 ----- Short Name Field test Flag 00 SANTA MARGHERITA test local cosm 1 AFGHANISTAN Syncal Matter ō Trade Marie aercisol. Acee Prone skin Care Shelt Lite * 44 Months 74535ybd Scorage Place Sec. 10. Manufacturing data Manufacturing Company \$ Manufacturing Country \$ Actions SANTA MARGHERITA AFGHANISTAN 2'1 **8** 🛉 😏 📾 🔘 🔥 15301 📾 info@edaegypt.gov.eg

55

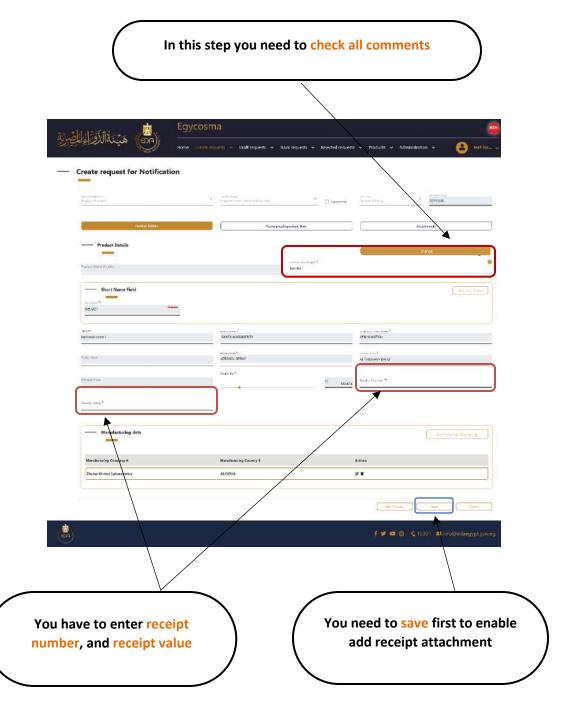


Hold products from registration as in the below picture, and these products need (**UNHOLD**) action.

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

Registered produ	cts				
Approved (Product	Approved Product With Comments		Hold Products	
	Hold Product from Registration		fold Product from Variation]
Filter Data					
Which column do you want to sear	ch in ?		Add Filler		
Notification # Notification d	ate \$ Type of Notification \$	Product English name \$	Need Action 0	Update Product \$	Add Bate
COSMREC21101051 Oct 30, 2021	1 Register Products	TEST HOLD ASS	Initiated	CC*	R
COSMREC21101034 Oct 28, 2021	I Register Products	TEST ITEM 3 666ww	Initiated	of the second	R
COSMLOC21101016 Oct 22, 202	1 Register Products	TEST NNMM4	Need Unhold Action	18	R
COSMLOC21101015 Oct 22, 202	1 Register Products	TEST LLHHN1	Initiated	C8°	R
COSMLOC21101014 Oct 22, 202	1 Register Products	TEST HHHOI	Need Unhold Action	18"	R
COSMLOC21101012 Oct 21, 202	1 Register Products	TEST LLLLOOX1	Initiated	12°	'n
COSMLOC21101010 Oct 21, 202	1 Register Products	TEST LLOCC NO	Need Unhold Action	18	R
COSMLOC21100972 Oct 12, 202	1 Register Products	AMR FL 1	Need Unhold Action	CC ²	R
COSMLOC21100971 Oct 12, 202	1 Register Products	TEST LIST	Need Unhold Action	18,	R
			Need Unhold	ď	R



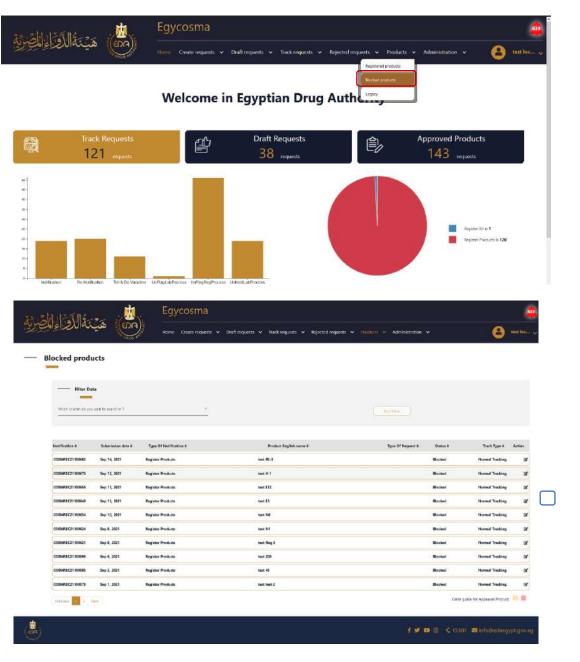




		you complete this step click submit	p you cai		
tu testing Egy	cosm	ia			
Egy هَيْنَةُ الْأَوْرَاءِ الْح		poeste 💉 Draft requests 👻 Track requests 👻	Rejected requests	s 🕶 Products 🕶 Administration 🛩	8
Tapa Vi verticitum Register Freiducts Product Defails	-	See (X) on w Hyperbold Science/Annexest structury Packgring/fogentient Data	Esport only		nal tana 18.00
Attachement					
Free Sale		GMP		CoA	
	trowse	GMP Choose Re	Вланые	CoA Cronse file	
Free Sale	trowse	C	Вганье	C	
Free Sale Cherose No Art Work * (Art Work par	trowse Erowse	Choose the leafer Choose the Choose the	Branse Branse	Croose file reference Croose file	
Free Sale Choose file Art Work * (Art Work part Art Work part Uservice Method of Analyse	Browse	Choose file tenfet Choose file Specifications of Finished Product *	Bronse	Crosse lie reference Crosse lie Autroitation Later*	
Free Sale Chrobits file Art Work # (Art Workpat: Mathod of Analysis (Chaose Re		Choose the testeet Choose the Specifications of Friebald Peeduct * Specifications of Friebald Peeduct aff		Choose file reference Choose file Authorization Latter* (Authorization interpolf	Doutto
Free Sale Chronice fle Art Work * (Art Workpot Downlas) Mathod of Analysia (Droose file Manufacturing Contract	Erowse Browse	Choose He Isofet Choose He Specifications of Finished Product * Sourcifications of Finished Product path Sourage Contract	Branse Downland Branse	Create lié reference Create lie Authorization Latter * (Authorization Vetterpolf others	Down
Free Sale Chenoler file Art Work * (Art Work part Method of Analyze Chenole Rie Manufacturing Contracts (Chenoler file	Browse	Choose the barler Choose the Specifications of Frieduler Product * Constitutions of frieduler product path Strategic Concess Concord the	Bronse	Crosse lie Interno Crosse lie Autorization Later * (Autorization Veterpol others Crosse lie Crosse lie	Down
Free Sale (Choose Re Art Work * (Art Work of Analyse Obloce Rie Coloce Rie Martufaning Contracts (Choose Rie Satory Komes	Erowse Browse Browse	Choose the tenter Choose the Spectrations of Finitual Product * Service Service Service Service Service Strategie Constant Strategie Constant Choose the Manufacturing Augument	Branse Dourtieel Branse Branse	Coone lié referance Croose lie Autorization Later * (Autorization later # (Autorization later # content Croose lie Connerea) Réced For Salar	Bowie
Free Sale Chenoler file Art Work * (Art Work part Method of Analyze Chenole Rie Manufacturing Contracts (Chenoler file	Erowse Browse	Choose the barler Choose the Specifications of Frieduler Product * Constitutions of frieduler product path Strategic Concess Concord the	Branse Downland Branse	Crosse lie Interno Crosse lie Autorization Later * (Autorization Veterpol others Crosse lie Crosse lie	Down
Free Sak Chooses file Art Work # Markbaung Contract Choose Rie Markbaung Contract Choose Rie Fadory Nomes Choose Rie	Erowse Browse Browse	Choose the tenfet Choose the Specifications of Fischer Product * Sensitionations of Fischer Product and Sensitionation of Fischer Product and Strange Company Choose the Manufacturing Anderment Choose the	Branse Dourtieel Branse Branse	Crosse lie reference Crosse lie Autrostation Later * (Autrostation vitar.galf orburs Crosse lie Connercal Necond For Seter Orciose lie	Bowie
Free Sale Chroise file Art Work per Chrose file	Browse Browse Browse Browse	Choose file telifiet Choose file Secolar tens of Fischel Product * Service Common Strage Common Choose file Manutachang Angement Choose file Strage Common Choose file Strage Common Choose file Strage Common Choose file Strage Common Choose file Strage Common Choose file	Browne Browne Browne Browne Browne	Create lie reference Create lie Autrocitation Later * (Autrocitation Later * (Autrocitation Later * (Autrocitation Later * Create lie Connectal Record For Seter (Create lie Connectal Record For Seter (Create lie Set lie	Dome
Free Sale Chronic file Art Work * (Art Work * (Art Work * (Art Work part) Martud of Analysis (Choose file Fadary Nome (Choose file Commedia Record For Buyer (Choose file	Browse Browse Browse Browse	Cheans the Indet Cheans the Specification of Fisched Product * Confortions of functed product att Stratige Context Controls the Manufactures of superment Context the Context the Context the Context the Context the	Browne Browne Browne Browne Browne	Create the Internal Create the Activitian Later * Activitian Vite pull others Create the Community Community Community Data the Control the Control the Control the	Borris
Free Sale Chronic file Art Work* Art Work* Method of Analysis Chrose file Manufacturing Contrast Chrone file Redon File Chrone file Commercial Record For Buyer Chrone file Retor of Human Learner Chrone file Retor of Human Learner Chrone file Retor of Human Learner Chrone file	Erowse Urowse Browse Erowse trowse	Choose the laster laster Choose the Specification of Frindback Product * Constructions of Frindback Product all Storage Constant Choose the Stability Studies Choose the Stability Studies Choose the Stability Studies	Bronse Bronse Bronse Bronse Bronse	Conner IIe Inference Crosser IIe Autoritation Later * (Autoritation Later * (Autoritation Viter poll connerces) Record For Seler (Crosser IIe Seler Vite Connerces) Technology Seler Vite Connerces IIe (Crosser IIe IIe (Cross	Dourie
Free Sale Choose file Art Work part Method of Analyse Choose file Manufacturing Contracts Choose file Radory Itomse Choose file Contracts Choose file Choose file Choose file Contracts Choose file Choose file	Erowse Urowse Browse Erowse trowse	Choose the laster laster Choose the Specification of Frindback Product * Constructions of Frindback Product all Storage Constant Choose the Stability Studies Choose the Stability Studies Choose the Stability Studies	Bronse Bronse Bronse Bronse Bronse	Conner IIe Inference Crosser IIe Autoritation Later * (Autoritation Later * (Autoritation Viter poll connerces) Record For Seler (Crosser IIe Seler Vite Connerces) Technology Seler Vite Connerces IIe (Crosser IIe IIe (Cross	Domin



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**.





Product read only in blocked product You cannot take any action

\$ Part 5 55	Home Create requests 👻 Draft requests 👻	track requests 👻 Rejected requests	♥ Products ♥ Adm	inistration 👻 🤷 test lo
Preview Request for Notifica	tion			
Tyre (21 tottloota) Register 77 tottloota	 Tak-Of Lense : Imported from referenced causity; 	* 🔄 Export only	Nete Supe Normal Tracking	- EGP10.00
Product Corcality	Packagi	ng/Ingredient Data	(Attachments
Product Details				
-		Find at Tame (Inglet)		
Product Name (Arabic		test RE-3		
Short Name Field				Auto Second Name
Applicat test focal cosm 1	Santa Magoherrita		CANTY, IT LOTHE POINT *	
Trada Maria	regisiante a octobri		NUTION OF LAR *	
Storage Flace	Sheff Life *	26 Monthe	S6425yndj	
Sandar Value * S32762				
Manufacturing data				Add over manifecturing
Manufacturing Company \$	Manufacturing Country \$	1	Actions	
SANTA MARGHERITA	ALBANIA	1	X 8	
N				

Cosmetics Companies Portal User manual Code: **EDREX:GL.CAPP.011** Version /year: 1/2023



* 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.

المعادة المحالية المالحية	Egycosm			<u></u>
(DA) هينكهاللا إغالي الم	Home Create requests V Draft requests V Track requests V Rejected requests Administration V	 Products 	* <mark>8</mark>	Weiser 🗸
Create Request for Tell &	Do variation			
Type the product notification number here	After typing the notification number click Get Product here			
(*)	f y 🚥)1 🖂 info@edaeç	gypt.gov.eg

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 o details	f Product	
All de la de	(مع) هَيْنَةَالْقُرَاءِالْعُرَدِ (مع)	Home Create inquests 🛩 Draft requests 🗸	Track requests v Rejected requests	• Products • 🕒 Weiser
		& Do variation		
Nuclear Data Polagraphyseller Data Polagraphyseller Data Polagraphyseller Data Polagraphyseller Data Polagraphyseller Data Polagraphyseller Data Polagraphyseller Data </th <th>staf bestverser SSARRECZ1100440</th> <th>Co Product</th> <th></th> <th>• Estimated Value</th>	staf bestverser SSARRECZ1100440	Co Product		• Estimated Value
	internes generaliza	 Transmission of the second state of the second state	* [] Export only Name Redong	
	Product Details -	Packaging/Ingredent Da	a (Attachments
back there yields Short Name Field Short Name Field Short Name Field Short Name Field Short AMOUNT DATA Short AMOUNT DATA				
ant and a set of the s	ninet liame (Andre)	test 446		
Artour Article Artour Article Artour Article A				
State State State Important State State Manufacturing data Add rever manufacturing Manufacturing Company 8 Manufacturing Country 9 Actions State State State	Sher Area * Remove Mard 445 Remove		County of County Indian APTICACOUNTIAN	
Manufacturing data Add reve manufacturing Manufacturing Country 8 Actions SANTA MARGHERITA ALGERIA (2) text forward (5 are) List forward (5 are) List forward (5 are) List forward (5 are)	Inter Laboratory	EANTA MARGHEBITA	Pagent Id an */	
Manufacturing Company 8 Manufacturing Country 9 Actions SANTA MARGHERITA ALGERIA (2)	Internant ⁴ Merei Add Mer	SANTA MARGHEITA Tyska tan * Astosa	AFTERANT Market	
SANTA MARGHERITA ALGERIA (2' 1)	Instant ⁴ Ween Ween Ween Ween Ween Ween Ween Wee	SANTA MARGHEITA Tyska tan * Astosa	AFTERANT Market	
Tand Farward Save Submit	Inter tableating Alter Laboratory Alter Laboratory Alter Value * Horizot value *	SANTA MARGHEITA Tyska tan * Aatool	AFTERANT Market	Add new manufucturing
	Inter tableating defe Mark defe Mark usage Place monitor tableat Manufacturing data	SAVETA MARGHERETA Pryster tree * Articesi Stuff Like *	AFTREME DALM	Add new manufacturing
±	Instant 4 Met 466 News Were Laboratory and Mark Unge Flast Conjunt Value * Manufacturing data Manufacturing Company \$	SAVETA MARGA HERETA Pipere trans * Arteque Studi Lik * Manufacturing Country #	24 Months Recept Number *	Add new manufucturing
	Inter teams * State 4.65 Prove Prove Prove Prove P	SAVETA MARGA HERETA Pipere trans * Arteque Studi Lik * Manufacturing Country #	AffRequention* AffRequention* Record Number* Actions Cf II	

62



	F	Here is the pag Packaging/Ingredie			
نَدُالدَّوْ إِذَا لِضِرَيْةِ	تي هي <u>المحمد</u> Home Create Administration	requests 🛩 Draft requests	✓ Track requests ✓ Rejecter	d requests 🗸 Products 🗸	🙆 Weiser
— Create Re	equest for Tell & Do variati	on			
Feduci Notification Standon COSMREC21100440	Get Product	tion Group Name		Estima	med Value
Non-Di Richtenson Register Products		Home rted from referenced country	* Expert only Norr	Spe * real Tracking	•
Packaging data	Product Details	Packaging/Ingredie	et Data	Attachments	Add new packaging
Volumes \$	Unit of measure \$	type	of packaging \$	Actions	
23	Kg	Alun	ninium Sachet	12° 1)
Ingredients data					Add new ingredient
Colour \$	Fragrance #	Flavor \$	BarCode \$	Actions	
[2	
Back				Next Forward Save	Submit
(m)			9	f 🛩 📾 🎯 🖒 15301 🗃	info@edaegypt.gov.e



کینهٔالاؤزاءالی کینهٔ - Create Request for Tell & I	Administration 🗸	∨ Track requests ∨ Re	jected requests 👻 Products 👻	e Weiser
— Create Request for Tell & I	Home Create requests V Draft requests Administration V	✓ Track requests ✓ Re	jected requests 👻 Prod <i>u</i> cts 👻	8 Weiser
— Create Request for Tell & I	Administration 🗸	∨ Track requests ∨ Re	jected requests 👻 Products 🐱	B Weiser
_	Do variation			
uet Netflader Numar				
SMREC21100440 Get Pr	Variation Group Name		Estimated Va	lue
Offict feature	· Type Difference		Tauch Type *	
lister Products	imported from referenced country	Expansionly	Normal Tracking	
			▶	
			C. AND CONTRACTOR	
Product Details	Packaging/Ingredi	ent Data	Attachments	
Attachement				
e Sale	GMP Brown	Drawlood Browne	CoA	Developed Browse
hoose file Download	Browse Choose file	Download Browse	Choose file	Download Browse
hoose file. Download Work*	Browse Choose file leaflet		Choose file reference	Becamine and
hoose file Download Work * yt Workpdf Download	Browse Choose file leafet Browse Choose file	Download Browse Download Browse	Choose file reference Choose file	Download Browse Download Browse
hoose file. Download Work*	Browse Choose file leaflet Choose file Specifications of Finished Product *	Download Browse	Choose file reference (Choose file Authorization Letter *	Download Browse
hoose file Download Work* vt Workpdf. Download third of Analysis	Browse Choose file leaflet Choose file Specifications of Finished Product *		Choose file reference Choose file	Becamine and
hoose file Download Work * /rt Work p87. Download third of Analysis Phoose file Download nufacturing Contract	Browse Choose file leaflet Browse Choose file Specifications of Finished Product * Browse Specifications of finished product,out Storage Contract	Download Erowse	Choose file reference Choose file Authorization Letter * (Authorization letter.pdf others	Download Browse
hoose file. Download Work * /r Work.pdf. Download third of Analytis hoose file. Download nufacturing Contract hoose file. Download	Browse Choose file Leaflet Browse Choose file Specifications of Finished Product * Browse Specifications of finished product,odf	Download Browse	Choose file reference Choose file Authorization Letter * (Authorization letter.pdf	Download Browse
hoose file Download Work * /rt Work p87. Download third of Analysis Phoose file Download nufacturing Contract	Browse Choose file leaflet Browse Choose file Specifications of Finished Product * Browse Specifications of finished product,pdf Storage Contract Browse Choose file otherfees *	Download Erowse	Choose file reference Choose file Authorization Letter * (Authorization letter.pdf orthers Choose file	Download Browse
hoose file. Download Work * vt Wark pdf / Download thod of Analysis Indose file. Download nufacturing Contract hoose file. Download sipt * hoose file. Download	Browse Choose file leaflet Browse Choose file Specifications of Finished Product * Specifications of Finished Product, edf Storage Contract Browse Choose file otherfies *	Download Browse Download Browse Download Browse	Choose file reference Choose file Authorization Letter* Authorization letter.pdf others Choose file Factory license	Domiloud Econse Domiloud Browse Domiloud Browse
hoose file. Download Work * vt Work pdf / Download thod of Analysis hoose file. Download nufacturing Contract hoose file. Download	Browse Choose file Browse Choose file Specifications of Finished Product* Specifications of Finished Product. Browse Specifications of Finished Product. Browse Choose file Choose file Choose file otherFrees* Browse Storage Contract Conse file	Download Browse Download Browse Download Browse	Choose file reference Choose file Authorization Letter* Autorization letter.pdf others Choose file Factory license Choose file Factory license Choose file	Domiloud Econse Domiloud Browse Domiloud Browse
hoose file. Download Work * Vrt Wark pdf / Download thod of Aralysis Indocte file Download run/acturing Contract Indoce file. Download sipt * Indoce file Download sipt *	Browse Choose file Browse Choose file Specifications of Finished Product * Specifications of Finished Product # Browse Specifications of Finished Product # Browse Choose file Storage Contract Browse Choose file otherFrees # Browse Sither Frees pdf Commercial Record For Seller Commercial Record For Seller	Download Browse Download Erowse Download Browse Download Browse	Choose file reference Choose file Authorization Letter * Authorization letter.pdf others Choose file Factory license Choose file Commercial Record For Buyer	Download Browse Download Browse Download Browse Download Browse
hoose file. Download Work * Vrt Wark pdf / Download thod of Aralysis Inacate file. Download ruufacturing Contract Inacose file. Download sipt * Inacose file. Download sipt * Inacose file. Download	Browse Choose file Browse Choose file Specifications of Finished Product* Browse Specifications of Finished product,pdf Storage Contract Browse Choose file otherFrees* Browse Gtherfrees* Browse Choose file Commercial Record For Seller Browse Choose file	Download Browse Download Erowse Download Browse Download Browse	Choose file choose file choose file Authorization Letter* Authorization letter.pdf athers Choose file Factory license Choose file Commercial Record For Buyer Choose file	Download Browse Download Browse Download Browse Download Browse



	here (no	the track from rmal tracking or t tracking)
	Egycosm	4
مَيْنَةَ الراءَ المُحْرَثِةِ	Home <u>Create requests</u> V Draft requests V Track requests V Rejected requests V Products Administration V	• 🙆 Weiser 、
Product Numberson Strumber COSMREC21100440	Set Product	istimated Value
Tan D'Untilation Reputer Products	Type D Game Imported hum referenced country Diport only Diport only Normal Tacking	~
Pindixt Details	Packaging/Ingredient Data	nents
Product Details		



Here is we choose from the list of variation group name, (Product name change & add leaflet & composition change) Egycosm EDA) مَيْنَةُ اللَّخِ إِوَ الْمُضْرِيَةِ Home Crasta requests v Draft requests v Track requests v Rejected requests v Products v B Wei Create Request for Tell & Do variation EGP10,400.00 COSMREC2121802566 Get Prod did hiaffert dosage Form change add add Purpose of use . Product Details . . test00 ----- Short Name Field Reverse. testito Zhutai United Labo flack Weiser Laboratory ALBANIA Absorbable Mesh Shelf Life* Acres Prone sitis Care 20 Monthu orpt Number * Receipt Nature * ----- Manufacturing data Manufacturing Country # Actions Manufacturing Company © SANTA MARGHERITA (X 8 AFGHANISTAN SANTA MARGHERITA AFGHANISTAN 12 W Next Sumanit Save Submit

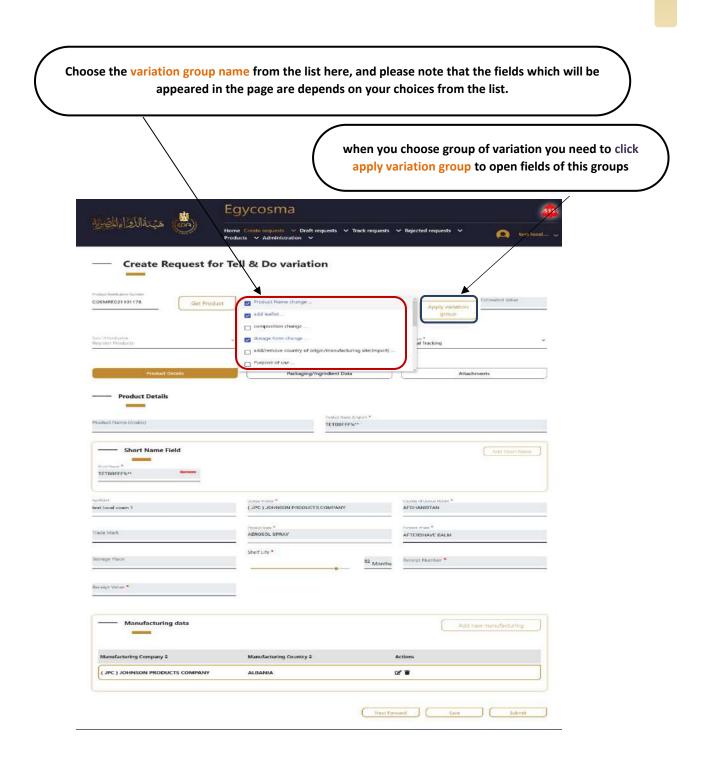


Add Art work Chernic Number, Annual Constant	slar, CoX. Art Wext, reference. Method of Analysis, menuti, others, Mandiachaining Contrast (_
		nents
	Hodurt Name Brigani, *	
	prouct band teet all 4466 -	
	C	Aud Shori Name
		prouct band test all 4466

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









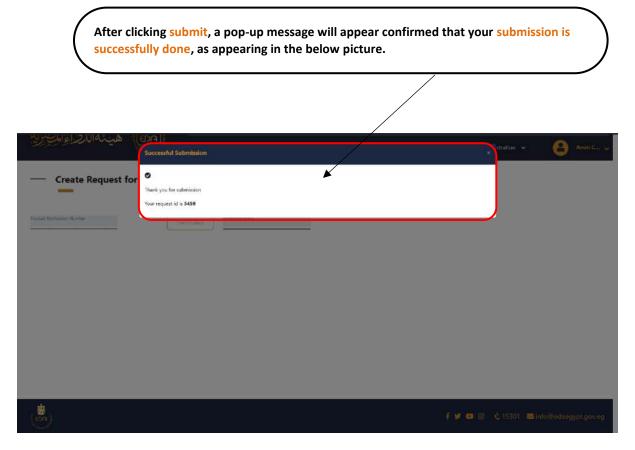
») هينةاللافاءالافر	Egycosm		
A Contraction of the second second	Home Create requests V Draft requests V 1 Administration V	frack requests v Rejected requests v Products v 🕒	Weise
Create Request fo	or Tell & Do variation		
5M98C21100440	Get Product Mame (Product Product Name (Product Mame (Product Product	t Name (anglish), Short Name Field, Trade Mark, Tecsoigt Number	
Ortsevhader gater Producte	* Imported from referenced country	Expost only Normal Tracking	
Product Details	Packaging/ingredient Du	Attadments	
Product Details			
Short Name Field	Amon	(Add Theri	Mame
ser Laboratory	Santa Asargherita	Control of Linear Points *	
lant Laboratory	Santa Marcherota	Constry of Lansau Holland ⁴ AFGHARESTAN Formate of one ⁴	
	SANTA MARGHERITA Buyuar State * Aerosol	Contry of Internet Holdow * APGHARESTAN Hypotherial and * APTERSHAVE BALM	
de Mark	Nyuar Tata *	August de au *	
ture Ise Laboratory de Merk rage Place en sisce *	Pyrane Tana * Aeroted	Payment of the *	
de Mark age Place	Pyrane Tana * Aeroted	Payment of the *	
de Mark age Place	Pyrane Tana * Aeroted	Payment of the *	ng
de Merk nge Place er sins * 26.00 Manufacturing data	Pyrane Tana * Aeroted	AFTERSHAVE BALM AFTERSHAVE BALM Months 24 Months	ng

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



	هينة اللاراء المجرز		Create requests 🗸 Draft requests 🗸			
Latistic Maser Cathering Million Control Get Product Product Name (houds:), Product Name	- Create Request for 1	Fell & Do vai	ration 🗸	Track requests 🗸 Re	jected requests 💉 Products 👻	B Weiser
Control university Control university Control university Product Details Produ			Vacuitos Group Narre			wite:
product Details imported tion enterned detactive imported tion enterned detactive Normal Tacking Product Details Product Details Attachments Attachment CoA* Attachment CoA* Choose file Counded Browse Choose file Counded Browse Choose file Counded Browse Choose file Counded Browse Choose file <	500/EC21100440	Get Product	Product name trange (modult name (mabil) - Pro	uccinarile (english), short hames	EGP10,	490.00
product Details imported tion enterned detactive imported tion enterned detactive Normal Tacking Product Details Product Details Attachments Attachment CoA* Attachment CoA* Choose file Counded Browse Choose file Counded Browse Choose file Counded Browse Choose file Counded Browse Choose file <	A Presidential		TriAlling			
Attachement we sale GMP Choose file Ownload Choose file Ownload Choose file Ownload KALL Explif Deveload Browse Choose file Choose file Deveload Browse Choose file Choose file Deveload Browse Specifications of Finished Product * Specifications of Finished Product * Authorization Letter * Choose file Deveload Download Browse Specifications of Finished Product * Authorization Letter * Choose file Download Download Browse Choose file Download Download Browse Choose file Download Specifications of Finished Product # Encourter Authorization Letter * Strange Contract Choose file Download Download Browse Choose file Download Download Browse Choose file Connecial Record For Seller Choose file <t< td=""><td>gistar Producta</td><td>*</td><td>imported from relevenced country</td><td>* Expert only</td><td>Normal Tracking</td><td></td></t<>	gistar Producta	*	imported from relevenced country	* Expert only	Normal Tracking	
Attachement we sale GMP Choose file Ownload Choose file Ownload Choose file Ownload KALL Explif Deveload Browse Choose file Choose file Deveload Browse Choose file Choose file Deveload Browse Specifications of Finished Product * Specifications of Finished Product * Authorization Letter * Choose file Deveload Download Browse Specifications of Finished Product * Authorization Letter * Choose file Download Download Browse Choose file Download Download Browse Choose file Download Specifications of Finished Product # Encourter Authorization Letter * Strange Contract Choose file Download Download Browse Choose file Download Download Browse Choose file Connecial Record For Seller Choose file <t< th=""><th></th><th></th><th>/</th><th></th><th></th><th></th></t<>			/			
Attachement we sale GMP Choose file Ownload Choose file Ownload Choose file Ownload KALL Explif Deveload Browse Choose file Choose file Deveload Browse Choose file Choose file Deveload Browse Specifications of Finished Product * Specifications of Finished Product * Authorization Letter * Choose file Deveload Download Browse Specifications of Finished Product * Authorization Letter * Choose file Download Download Browse Choose file Download Download Browse Choose file Download Specifications of Finished Product # Encourter Authorization Letter * Strange Contract Choose file Download Download Browse Choose file Download Download Browse Choose file Connecial Record For Seller Choose file <t< th=""><th></th><th></th><th></th><th></th><th></th><th></th></t<>						
Market GMP CoA* Choose file Coundout Browse Choose file Download Browse Choose file Download Browse KALAT LY, JAFT Download Browse Choose file Download Browse Choose file Download Browse KALAT LY, JAFT Download Browse Choose file Download Browse Choose file Download Browse Kathorization Letter * Specifications of Finished Product * Autonization Letter # Download Browse Storage Contract Others Choose file Download Browse Storage Contract Others Consertile Download Browse Choose file Download Browse Consertile Download Browse Consertile Download Browse Choose file Download Browse Consertile Download Browse Consertile Consertile Download Browse Choose file Download Browse Consertiel Record For Seller Consertiel Record For Seller Consertiel Record For Seller Consertiel Record For Seller Choose file Consertiel Record For Seller Choose file Consertiel Record For Seller Choose file Consertiel Rocord For Seller	Product Details		Packaging/Ingredient D	ata	Atlachments	
er Sale GMP CoA* Choose file Convolued Browe Convolue Convolued Browe Convolued Browe Convolue Convolue			E Contraction of the second seco			
Doors file Download Browse Doors file Download Browse Download Browse KMAR Download Browse Choose file Download Browse Choose file Download Browse KLALF LypIpf Download Browse Choose file Download Browse Choose file Download Browse KLALF LypIpf Download Browse Specifications of Finished Product * Autorization Letter * Autorization Letter * KLALF LypIpf Download Browse Specifications of Finished Product * Autorization Letter * Download Browse Khose file Download Browse Specifications of Finished Product pdf Download Browse Choose file Download Browse Choose file Download Browse Choose file Download Browse Choose file Download Browse Choose file Download Browse Choose file Commercial Record For Seller Commercial Record For Seller Choose file	Attachement					
Doors file Download Browse Obtains file Download Browse Choose file Download Browse Work* Index * Index * </th <th></th> <th></th> <th></th> <th></th> <th></th> <th></th>						
Work* Jeafer * reference ALLE LYAPIT Download Brownload Choose file Download Brownload Download Brownload Brownload<	re Sale		GMP		CoA *	
Addul Expedi Download Browse Choose file Download Browse Choose file Download Browse thid of Analysis * Specifications of Finished Product * Authorization Letter * Authorization Letter * choose file Download Browse Specifications of Finished Product * Authorization Letter * choose file Download Browse Storage Contract Onewelload Browse choose file Download Browse Choose file Download Browse choose file Download Browse Choose file Download Browse choose file Download Browse Choose file Connectal Record For Steler choose file Download Browse Choose file Connectal Record For Buyer choose file Download Browse Choose file Connectal Record For Buyer choose file Download Browse Choose file Connectal Record For Buyer choose file Download Browse Choose file Connectal Record For Buyer choose file Download Browse Choose file Connectal Record For Buyer choose file Download Browse Choose file Connectal Record For Buyer <td>Choose file</td> <td>Download Browse</td> <td>Choose file</td> <td>Download Browse</td> <td>Choose file</td> <td>Download Brow</td>	Choose file	Download Browse	Choose file	Download Browse	Choose file	Download Brow
Attorization Letter * Attorization Letter * Attorization Letter * Attorization Letter * Attorization Letter * Specifications of Finished Product * Attorization Letter * Industrig Contract Storage Contract Onewhood Browse Storage Contract Industrig Contract Download Browse Choose file Download Browse Choose file Download Browse Choose file Download Browse Choose file Download Browse Ether Fees pdt Download Browse Choose file Download Browse Choose file Commercial Record For Selee Choose file Download Browse Choose file Commercial Record For Buyer Choose file Download Browse Choose file Commercial Record For Super Choose file Download Browse Sheft life Download Browse Choose file	Work *		leaflet.*		reference	
Download Brows Specifications/0f/index0f/Product.pd1 Download Brows Sathbor Download Brows ru/acturing Contract Storage Contract Storage Contract Obser file Download Brows Choose file Download Brows Choose file Download Brows choose file Download Brows Choose file Download Brows Choose file Download Brows choose file Download Brows Choose file Download Brows Choose file Commercial Record For Super choose file Download Brows Choose file Commercial Record For Super Choose file Commercial Record For Super choose file Download Brows Choose file Download Brows choose file Download Brows Shelf file Download Brows	pdf برزع الملكية	Download Browse	Choose file	Download Browse	Choose tile	Download Brow
Anulatuing Contract Storage Contract others Choose file Download Brows Choose file Download Brows Choose file Download Brows InterFees_pdt Download Brows Choose file Download Brows Choose file Download Brows other Fees_pdt Download Brows Choose file Download Brows Choose file Download Brows Other Seller Connercial Record Fer Seller Connercial Record Fer Seller Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file Download Brows Choose file	thed of Analysis *		Specifications of Finished Product *		Authorization Letter*	
Doore file Download Browse Doore file Download Browse Download Browse choose file Download Browse other Fees A Factory Toores Factory Toores Download Browse other Fees pdt Download Browse Choose file Download Browse Download Browse other Fees pdt Download Browse Choose file Download Browse Choose file Download Browse Choose file Down	Choose file	Download Browse	specificationsOfFinishedProduct.pdf	Download Browse	authorizationLetter.pdf	Downlaid Broe
adipt* otherFees* Factury license Discurs file Download Brosse otherFees_adt Download Brosse Indicaturing Asignment Commercial Record For Seller Commercial Record For Seller Commercial Record For Buyer Discose file Download Brosse Choose file Download Brosse Choose file Download Brosse Choose file Download Brosse Choose file Download Brosse Choose file Download Brosse Bitly study Shelf life Download Brosse Eter of variation from license holder *	anufacturing Contract		Storage Contract		others	
Doore file Download Browse other Freespalt Download Browse Choose file Download Browse Commercial Record For Seler Commercial Record For Seler<	Choose file	Download Browse	Choose file	Download Browse	Choose file	Download Brow
Includuring Assignment Commercial Record For Seller Commercial Record For Seller Commercial Record For Buyer Choose file Downland Brown Biology Hudy Sheft File Self File Choose file Choo	asipt *		otherFees *		Factory license	
Choose file Download Browse Choose file Download Browse Choose file Download Browse Choose file Download Browse Etter of variation from license holder*	Choose file	Download Browse	(otherFees.pdl	Download Browse	Choose file	Download Brow
billy study Shell life letter of variation from license holder *	inufacturing Assignment		Commercial Record For Seller		Commercial Record For Buyer	_
	choose file	Download Browse	Choose file	Download Browse	Choose file	Download Brow
Choose file Downland Browse Choose file Downland Browse Choose file Conndicat Browse	bility study		Shelf life		letter of variation from license holder*	
	Choose file	Download Browse	Choose file	Download Browse	Choose file	Download Brow
		1.				
	Back				Save	Submit
Back Submit						
Back Saye Submit	*					
	W6				f 🔰 🖬 🎯 🕻 15301 🔤 i	nfo@edaegypt.gc
	(DO)					
	EDA)					
	ίδα) mar					





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.



h han the second states with the second states of t	Egycosm	Egycosm				
(DA) هَيْنَةُ الْأَقْرَاءِ ا	Home Create requests Administration ~	✓ Draft requests ✓ Track re	equests 🔗 Rejected requests	✓ Products ✓	8	
Track requests for Te	ll & Do variation					
_						
Filter Data						
Which column do you want to search in ?	*		Add Fit	ter		
Notification Number Submission date \$	Type Of Notification \$	Product English name \$	Product Arabic name \$	Status \$	Action	
COSMREC21100443 Aug 26, 2021	Register Products	test varia 62	تسست	Initiated	ø	
COSMREC21100444 Aug 26, 2021	Register Products	test varia 631		Initiated	œ	
COSMREC21100442 Aug 26, 2021	Register Products	test varia 61		Initiated	œ'	
COSMREC21100441 Aug 26, 2021	Register Products	test varia 60		Initiated	B,	
COSMREC21100441 Aug 26, 2021 COSMREC21100441 Aug 26, 2021	Register Products Register Products	test varia 60 test varia 60		Initiated Waiting Company response	æ ø	
	Martin Constants			Waiting Company		
COSMREC21100441 Aug 26, 2021	Register Products	test varia 60		Waiting Company response	₽ %	
COSMREC21100441 Aug 26, 2021	Register Products Register Products	test varia 60 test 205		Waiting Company response Initiated	R, R,	
COSMREC21100441 Aug 26, 2021 COSMREC21100409 Aug 26, 2021 COSMREC21100410 Aug 26, 2021	Register Products Register Products Register Products	test varia 60 test 205 test 2061		Waiting Company response Initiated Initiated	æ æ æ	

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





١		Egycosm				
مي ته اللاصاعا		- Home Create reque Administration ~	sts 🗸 Draft requests 🖌 Track r	equests 🔗 Rejected request	s 🗸 Products 🗸	8
Track reque	sts for Tell	l & Do variation				
Filter Di	ata					
Which column do you	a want to search in ?			Add F	itter	
-						
Notification Number	Submission data \$	Type Of Notification \$	Product English name \$	Product Arabic name \$	Status \$	Action
•						10000
COSMREC21100443	Aug 26, 2021	Register Products	test varia 62	تسست	Initiated	ß
COSMREC21100444	Aug 26, 2021	Register Products	test varia 631		Initiated	ß
COSMREC21100442	Aug 26, 2021	Register Products	test varia 61		Initiated	œ,
COSMREC21100441	Aug 26, 2021	Register Products	test varia 60		Initiated	œ
COSMREC21100441	Aug 26, 2021	Register Products	test varia 60		Waiting Company response	œ
COSMREC21100409	Aug 26, 2021	Register Products	test 205		Initiated	R,
COSMREC21100410	Aug 26, 2021	Register Products	test 2061		Initiated	12°
COSMREC21100439	Aug 26, 2021	Register Products	test 7771		initiated	12°
COSMREC21100404	Aug 25, 2021	Register Products	test product variation 3		initiated	B,

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



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

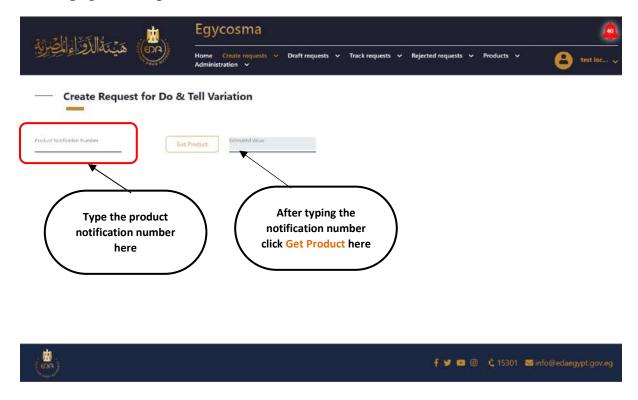
— Create Request for Te	ell & Do variation	
of Devilopment Nacions MREC21101171	duct I RT Name change	Apply variation group:
N Institution . Here (3)	Any Of Leaves Important form referenceal country	Equer only Name Factors
EconfieldsStatus: true Kit Detaile	Products in Kit	Attachowerds
Kit Details		When you choose group of variation you need t
Short Name Field		When you choose group of variation you need t click apply variation group to open fields of this
Anner (Arabid.)	Franke Marcon Displace	click apply variation group to open fields of this
Name (Kratike)	Rest rest (click apply variation group to open fields of this
Name (Kratuc) Short Name Field V Notes no Cosmetton Egypt Se Mark	илие нало «	Click apply variation group to open fields of this
Name (Kala)	Inter-telle * (JPC) Joinson PRODUCTS COMPANY Stonge Place	Click apply variation group to open fields of this
Name (Katala)	Inter-telle * (JPC) Joinson PRODUCTS COMPANY Stonge Place	Click apply variation group to open fields of this

Cosmetics Companies Portal User manual Code: **EDREX:GL.CAPP.011** Version /year: 1/2023



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.







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	
و	Egycosma Home <u>Croate requests</u> ~ Draft requests ~ Track requests Administration ~	 Rejected requests Products Lest loc.
Create Request for Do 8	& Tell Variation	
COSMREC21100490	t Product Variation Group Name	Estimated value
See Of heathurites : Register Products :	 Tar typerna imported from seleconcil country Experi- 	toniy Normal Tracking •
Product Details	Packaging/Ingredient Data	Atschments
Product Details		
Finduct Name (Arabic)	teet RE 41 1	
Short Name Field		Add Shert Name
	(JPC) JOHNSON PRODUCTS COMPANY	Contract of Unions Holms * ANNOLA
Inter Factor * Management	Prymed Tapes * AEROSOL SPRAY -	Correy of Lineau Holan *
International Action of Ac	Prymel Teler * AEROSOL SPRAY Shelf Lifer *	Controp of Joseph Holling * ANSOLA Trapper of on *
International Address	Prymel Teler * AEROSOL SPRAY Shelf Lifer *	Contract of Useran Holping * ANDOLA Fugure of one * Actor Procession Care Traction Holping to *
Next Holes * Next * Nex	Prymel Teler * AEROSOL SPRAY Shelf Lifer *	Contract of Useran Holping * ANDOLA Fugure of one * Actor Procession Care Traction Holping to *
	Premi liter * AEROSOL SPRAY Shift Life * 42	And new membracturing Actions Actions
Verticate * Verticate Kerk 1 Verticate Kerk	Prymet Here * AEROSOL SPRAY Shelf Life * 	Comp of Linea Holes * ANEOLA ANEOLA Acce Prone Idea * Months Ricright Number * Add new memolacturing
	Premi liter * AEROSOL SPRAY Shift Life * 42	And new membracturing Actions Actions

76



		Here is the pa Packaging/Ingredi	-		
<u>مَن</u> ْ بَعْدَ الْأَوْالِي الْمُوْرِثِةِ	Home Create re Administration	equests 🛩 Draft requests 🛩	Track requests 🗸 Rejecte	d requests → Products →	test loc v
Create Reques	Get Product	n Graup Nome -	Taol Sport only Net	the *	Estimated Value
Product De Packaging data	tails	Peckaging/Ingredient (Data	Attacht (Add new packaging.
23	gm		um Sachet	æ •	Add now ingrodient
Colour 9	Fragrance 9	flavor 4	BarCode 9	Actions 2' T	lave Submit
			1	f 🛩 📾 🎯 🐧 15301	🖾 info@edaegypt.gov.eg



وص هيْنَة الأَقْرَاء المُعْرَدِية	Egyo	USIIIa			
المحالية الدراءالك					
	Home Administr	Create requests 🐱 Draft requests 👻 Trac	k requests 🐱 Re	ejected requests 🐱 Products 🐱	🙆 test l
	Administr	audit V			
	. T. II V.				
— Create Request for Do 8	& Tell Var	lation			
				\backslash	
mbart Renfingtion Ramine		Verlation Group Neme		\backslash	
OSMREC21100490 G	Set Product	variation Group Hartye			imated Value
eps Of Hantheattor		NovoriDates Imported from interested country	Export only	Sack type * Normal Tracking	
enister Predurts			and radiant mult	There is a second	
gister Products	č				
gister Products					
Product Pedalote Product Details		Packaging/Ingredient Data		Attactories	
Product Details		Packaging/Ingredient Data		Attachmen	8
Product Details		Packaging//ngredient Data]	Attachment	
		Packaging/Ingredient Data]	Апасітног	8
Product Details		Packaging/Ingredient Data		Attachment	8
Product Details Attachement	ritoad Browse		Ocurrilatel Browse		to Decentional Broo
Product Details	weboard Browse	GMP	Ocurricual Browse	Сод	
Product Details	reload Browse	GMP Choore life	Ocorriland Browse Docerniand Browse	CoA Choise file	Download Bro
Product Details		GMP Choore file kellet		CoA Choose file reference	Download Bro
Product Details		GMP Choose life Kenter Choose life		CoA Choose file reference Choose file	Download Bro
Product Details Attachement Choose file Work* Art Work, paff Deere ethed of Analysis Choose file Deere	mionel Browse	GMP Choose life Neather Choose life Specifications of Finished Product *	Downland Browse	CoA Choose file reference Choose file Authorization Letter *	Download Bro
Product Details Attachement Choose File: Down tWork * AWorkpaff Down ethed of Anolysis Choose File: Down arufacturing Contract	mionel Browse	GMP Choose life leaflet Choose file Specifications of Finished Product * Specifications of Finished Product *	Downland Browse	CoA Choose file reference Choose file Authorization Letter * (Authorization letter.pdf	Download Bro Download Bro Download Bro
Product Details	mioad Browse mioad Browse	GMP Choose life leafler: Choose file Specifications of Finished Product * Specifications of Finished product pdf Specifications of finished product pdf Specifications of finished product pdf	Downland Browse Downland Browse	CoA Choose file reference Choose file Authorization Letter * (Authorization letter.pdf others.	
Product Details	mioad Browse mioad Browse	GMP Choose Ne NetNet Choose Ne Specifications of Finished Product * Specifications of Finished Product * Specifications of Finished Product pol Storage Contract Choose Ne	Downland Browse Downland Browse	CoA Choose file reference Choose file Authorization letter * Authorization letter.pdf others Choose file	Download Bro Download Bro Download Bro
Product Details	micod Browse micod Browse micod Browse	GMP Choose Nie Kedhet Choose Nie Specifications of Finished Product * (Septifications of Finished Product pdf Storage Contract Choose Nie Choose Nie Manufacturing Assignment	Downland Browse Downland Browse Downland Browse	CoA Choose file Choose file Authorization Letter # (Authorization Letter pdf others Choose file Commercial Record For Seller	Download Ero Download Bro Download Bro Download Bro
Product Details Attachement es Sale Choose file Choose file Attachement Choose file Choos	micod Browse micod Browse micod Browse	GMP Choose Ne NetNet Choose Ne Specifications of Finished Product * Specifications of Finished Product pdf Solorage Contract Choose Ne Choose Ne Monufacturing Assignment Choose The	Downland Browse Downland Browse Downland Browse	CoA Choose file Choose file Authorization Letter * Authorization letter.pdf others Choose file Cannercial Record For Seller Choose file	Download Ero Download Bro Download Bro Download Bro
Product Details	rritost Bitowse rritost Bitowse relat Bitowse Bitowse Bitowse	GMP Choose lie kellet Choose lie Specifications of linished Product * Specifications of linished productpdf Boorage Contract Choose lie Manufecturing Assignment Choose file Sakility study	Downland Browse Ocomitand Browse Described Browse Described Browse	CoA Choose file reference Choose file Authorization Letter * Authorization letter.pdf others Choose file Choose file Choose file Choose file Sheft lile	Download Bro Download Bro Download Bro Download Bro Download Bro



	Eg	ycosma		/		
ميتنة المقراء المضرية		e Create requests 👻 Draft requ	ests 🗸 Track requests 🗸 I	Rejected requestr 👻 P	roducts × 🙆	test loc.
Create Berry	est for Do & Tell \	laviation				
COSMREC21100490	Grt Produc	Add volumes less than Zühres			* Estimated Value	
New 20 Youthington Restaurum Principanta		Addressingle Caston sax with the charge Vision County Injunited from refurienced county	T topat on	Tee Tee* Normal Tracking		
				-		
Produ	z Debile	Packaging/	ingredient Data	[Attachments	
Product Details						
Product Name (Anabid			Model frame (myth) * Net RE-N 1			
ALTERNAL LANGERT COLORAD						
HISTORY LANUE NUMBER		Ch	oose the track fro			
PISANI PARTI PISANI .		1	oose the track fro (normal tracking fast tracking)	1		
PISAOL PARTY PISAOL .	.). Ea	here	e (normal tracking	1		
مَنْ مَنْ مَنْ مُنْ مَنْ مَنْ مَنْ مَنْ مَنْ مَنْ مَنْ مَ	(ma)i -	ycosma	e (normal tracking fast tracking)	gor	Bunducte	
	(EDR) Home	ycosma	e (normal tracking	gor	Products ~	tost k
هَيْنَةَالْقَوْلُوْلُوْرُوْهُ Create Reque	(EDR) Home	ycosma	e (normal tracking fast tracking)	gor	Products v	sast k
هيْ مَدْ الْأَقْرَافِ الْفِرْنِيْ	Home	ycosma	e (normal tracking fast tracking)	gor	Products v	B test k
ميتفالغايالم	Home Admit	ycosma Croste inquests v Draft req instration v Variation	e (normal tracking fast tracking)	gor		test k



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)

Charlonder Radion AREC21101178 Get Prod		fatiruted Value
	 Add/Remove Packaging material in case of upgarde Add volumes less than Scitrus 	Apply variation group
Northeater. InterPreschaette	Add/Remove Carton Box with no change in data on one or br	oth packs
Product Details	Partiging/ingreatent taxta	Attachments.
	when you choos	se group of variation you need to cli
- Product Details		n group to open fields of this groups
_		ingroup to open neids of this groups
ict Name (Arabic)	TETBOFFE's**	
et an time et al.		
Short Name Field		Add Short Name
UBFFF%**	Comm Holge *	Curry at Danse Holder*
UBFFF%**	(JPC) JOHNSON PRODUCTS COMPANY	
UBFFF%**	(JPC) JOHNSON PRODUCTS COMPANY	Carring of Damas Houles * AFGHANISTAN
UBFFFK/A Benove		Curry at Danse Holder*
rooprepaya Remove	(JPC) JOHNSON PRODUCTS COMPANY	Correy of Danne Holder * AFGHANISTAN
regerFFk44 Bennee	(JPC) JOHNSON PRODUCTS COMPANY	Contribut (Danie Holder * APCHANISTAN Programme of the # APTERISHAVE BALM
n Intere * CODEFFEAA Remove No Interest Code The Code	(JPC) JOHNSON PRODUCTS COMPANY	Corriy of Done Holder * AFGHANISTAN
raesere.	(JPC) JOHNSON PRODUCTS COMPANY	Contribut (Danie Holder * APCHANISTAN Programs of our # AFTERSHAVE BALM
re Place	(JPC) JOHNSON PRODUCTS COMPANY	Contribut (Danie Holder * APCHANISTAN Programs of our # AFTERSHAVE BALM
re Place	(JPC) JOHNSON PRODUCTS COMPANY	Contribut (Danie Holder * APCHANISTAN Programs of our # AFTERSHAVE BALM
re Place	(JPC) JOHNSON PRODUCTS COMPANY	Contribut (Danie Holder * APCHANISTAN Programs of our # AFTERSHAVE BALM
re Place	(JPC) JOHNSON PRODUCTS COMPANY	Curriy of Dame Holder * AFGHANSTAN Preparate of our * AFTERSHAVE BALM Months Hacright Number *
saaroon 1 Mark Mark t Value *	(JPC) JOHNSON PRODUCTS COMPANY	Contribut (Danie Holder * APCHANISTAN Programs of our # AFTERSHAVE BALM
reastration in the second seco	(JPC) JOHNSON PRODUCTS COMPANY	Curriy of Dame Holder * AFGHANSTAN Preparate of our * AFTERSHAVE BALM Months Hacright Number *
reastration in the second seco	(JPC) JOHNSON PRODUCTS COMPANY	Curriy of Dame Holder * AFGHANSTAN Preparate of our * AFTERSHAVE BALM Months Hacright Number *
vi scal cosm 1 Mark to Mark to Value *	(JPC) JOHNSON PRODUCTS COMPANY Myree tax* ARROSOL SPRAY Shell Life* 22	AFGHANISTAN AFGHANISTAN AFGHANISTAN AFTERSHAVE BALM Months Flocsigt Number * Add nee manufacturing



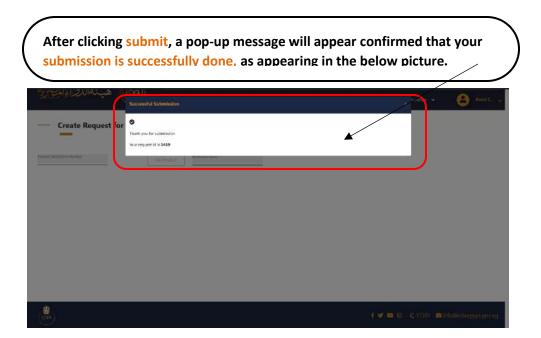
)، هنتةالغانية (gycosma Egycosma		/ 🧯
هينه الداء الجاري	Home Create requests v Draft requests v Track requ	ests 👻 Rejected requests 👻 P	voducts 👻 🙆 test loc
Create Request fo	or Do & Tell Variation		
003/486221102460	Get Product		409295300
	Add/Harrow Carror Box with no charge in data on one or beth packs		
lan Standard Ingator Products	- Spell away approximation of the ending country	Esplat unity Normal Tedang	
		1.2	
	Factaging/ingreitent Data		Attachiroents
Product Details			
Product Details			
Froduct Details	nitat una agust *		
	▶		
Froduct Details	nitat una agust *		(Add Shert Row
Product Details	nitat una agust *		Add Street Storm
Freduct Details	instal use space" Bel RA1		(Add Street Nover)
Product Details Instance Product Short Name Field Text Name Fi	ment files	Seng Flore Home*	add Shet Now
Product Details	instal use space" Bel RA1	Dong there have "	ddd Sheet Norm
Product Details Indust Tunne (Arange Short Name Field Indust Indu	ment files	Den of Pares some ¹ Anton A Appa Pares and Pare	Add Sheet Nove
Product Details Install France Writing Short Name Field State State Reg Ref 4 State	Menter Marine Ma	Acre Prote star Care	Add Street Storm
Product Details Indust Tunne (Arange Short Name Field Indust Indu	Menter Marine Ma		Add Street Storm
Product Details Install France Writing Short Name Field State State Reg Ref 4 State	Menter Marine Ma	Commission *	(Add Street Norm)
Product Details Fricture name product Short Name Field Fricture * Fricture	Menter Marine Ma	Commission *	Add Sirest Torm
Product Datails	Menter Marine Ma	Commission *	
Product Details Fricture name product Short Name Field Fricture * Fricture	Menter Marine Ma	Commission *	Add Shert Room
Product Details Short Name Field Short Name Field State Res Short State Manufacturing data	Inter trace if Inter trace if	Appe Proce and Cars Appe Proce and Cars Appe Proce and Cars Months Months	
Product Details Short Name Field Short Name Field Short Name Field Short Name Field Short Name Field Short Short Short Manufacturing data	Menter Marine Ma	Commission *	



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

هيئة الأوراء المفرية		stration 🗸	✓ Track requests ✓ Re	sjected requests - Products -	e test loc
	Admini	stration 🗸	 Track requests Ki 	ejected requests. V Products V	🕒 test lo
— Create Reque	est for Do & Tell V				
	est for Do & fell v				
		anation			
			/	/	
un Renfester Franker BARE 021100490	Get Product	Ventor Ceup None Add volumes less than 2E Ires (Receipt Number , I	Receipt Value , Packaging Form , rece	HOL, LETTER_OF_VARIATION_FROM_UL, EGP2	mt data 1953.00
	(Mark Dames]			
Otherheatter		NovOI Lanse		Sark Non *	
gister Prinduzte		imported from interenced country	Esport only	Sack Type * Normal Tracking	
	111				
Product	rt Details	Packaging/Ingredien	t Data	Attachmenta	
		2 I.S.			
		/			
Attachement		¥			
• Sale		GMP		CoA	
hoose file	Download Browse	Choose Ille	Download Browse	Choose file	Download Brow
Work *		leaflet		reference	
rt Work.pdf	Download Browse	Choose file	Downland Browse	Choose file	Download Brow
thod of Analysis		Specifications of Finished Product *		Authorization Letter *	
hoose file	Download Browse	Specifications of finished product.pdf	Download Browse	authorizationLetter.pdf	Download Brown
nufacturing Contract	Revenue	Storage Contract	Convertien De	others	Contraction of the local division of the loc
hoose file	Download Browse	Choose file	Download Browse	Choose file	Download Brow
tory license		Manufacturing Assignment	bennen	Commercial Record For Seller	DEMONSTR
hoose file	Download Browse	Choose file	Onwritood Browse	Choose file	Download Brows
mmercial Record For Buyer		Stability study		Shelf life	Part of the second
hoose file	Downhood Browse	Choose file	Download Browse	Choose file	Download Brows
er of variation from license holder*	DIDHISE	receipt*	distantia diowie	otherFers*	Belleville Brown
	www.wath	1	Second Second	-	Second Second
hooin file	Download Browse	Choose file	Download Browse	otherFork.pdf	Download Brows





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.



المن من الأراوالغ	Egycosma			
Capitoria (an	Home Create reque Administration ~	sts 🛩 Draft requests 🛩 Track in	iqueits 🛩 Rejected requests 👻 Product	1 Y 🙆 test loc.
Track requests for I	Do & Tell Variation			
_				
Filter Data				
Which caloresche you want to sourch			Edd Films	
Notification Number - Submission da	ne 2 Type Di Netification 2	Product English name 2	Dreduct Archie news 2 Stenus 2	Action
COSMREC21108470 Aug 38, 2021	Register Products	text C	Initiated .	2ž
Frencos 3 New			Celo	r guide for Appealed Product 📒 📕

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



LI DERTIS		Egycosm				
١		- Home Create requests Administration ∽	· ✓ Draft requests ✓ Track r	equests 👻 Rejected requests	🗸 Products 🗸	8 w
Track reque	sts for Do	& Tell Variation				
Filter D	ata					
Which column do yo	u want to search in ?			Add F	Real	
				(
Notification Number \$	Submission date \$	Type Of Notification \$	Product English name \$	Product Arabic name \$	Status \$	Action
COSMREC21100443	Aug 26, 2021	Register Products	test varia 62	تسست	Initiated	ø
COSMREC21100444	Aug 26, 2021	Register Products	test varia 631		Initiated	2
COSMREC21100442	Aug 26, 2021	Register Products	test varia 61		Initiated	œ,
COSMREC21100441	Aug 26, 2021	Register Products	test varia 60		Initiated	œ
COSMREC21100441	Aug 26, 2021	Register Products	test varia 60		Waiting Company response	œ
COSMREC21100409	Aug 26, 2021	Register Products	test 205		Initiated	R,
COSMREC21100410	Aug 26, 2021	Register Products	test 2061		Initiated	R,
COSMREC21100439	Aug 26, 2021	Register Products	test 7771		Initiated	Q,
COSMREC21100404	Aug 25, 2021	Register Products	test product variation 3		initiated	œ,

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

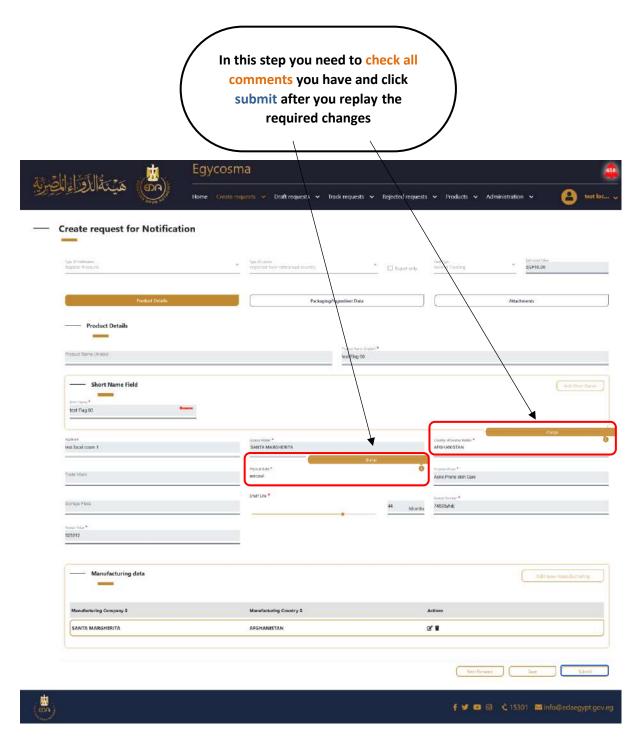


Approved products with comments variation (FLAG) as in the below picture. and these products need (UNFLAG) action

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

(OPA) هَيْنَةُ الْأَوْالِ الْمُوْرَةِ	Egycosma			4
مريد هينه المريع المريع المريد الع	Home Create requests 🛩 Products 👻 Administration	Draft requests v Track requests	;	test loc
Registered products				
-				
Approved Product		Approved Product With Comments	Hold I	roducts
Approved	Product With Comments from Registratio	Approve	ed Product With Comments from Variation	
Filter Data				
Which column do you want to search in ?	*		Add Filter	
Notification Notification date Ty	pe of Notification \$	Product English name \$	Need Action \$ Update	Product Add Batch
COSMREC21101034 Oct 28, 2021	tegister Products	TEST ITEM 3 666ww	Need Unflag Action	ਸ਼
Previous 1 Next			f 🎐 🖬 💿 🔮 15301	for Appealed Product 👘 📕
Cost y				
		/		
		/	$\overline{}$	
	-	n icon here, the page v uct, as appearing in t		
	picture in the			
\	•			







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

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

THE REAL PROPERTY OF THE PARTY	Egycosma				
وص هينةالد المالغ	Home Create requests V Products V Administration		 Rejected requests 	•	👌 test loc 🗸
Approved Product		Approved Product With Comments		Hold Products	
	Hold Product from Registration		Hold Product from Variation).	
Notification Notification date Ty	rpe of Notification \$	Product English name \$	Need Action \$	Update Product \$	Add Batch
		There is no data			





لي المراجعة ا	ycosma	ents		
Create request for Notification	e Croate requests 👻 Draft requests 💌	Track requests 🐱 Rejected reques	ts 🗸 Products 🗸 Administr	ation 🗸 😩
ges (1 variation Register Products	 Type IN Leaves Implicited thirty relevanced according 	- C Expert enty	here figer Permal Tracking	Ethnist Mail E0010.03
Product Details	Packagi	ng/Ingredient Data		ttachments
Product Details		Franket Saren Eugent) *	-	change
Procur: Name Wrate(teet ME1		
Short Name Field				Wetting
Authorit Rest faceli casm T	Luena Polite * BANTA MARCHERITA		Carty # Long made * AFOHANISTAN	
Tradie Marts	Hypere liver * AEROSOL SPRAY		APTERSHAVE BALM	
Sinrage Place	Shert Life *	11 Month	Receipt Number *	
Receipt Value *				
			, 	Add new manufactur
Manufacturing Company &	Manufacturing Country 4		Actions	
Zhuhai United Laboratories	ALGERIA		C 1	
	/		Rint Turned	Save 3
			f y 🖬 🖉 🗞	15301 🛎 info@edaeg
You have to enter receipt and receipt value		You nee	ed to save first receipt attach	



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

Create request for Notificat	tion				
Type (A sufficience forgetier # surface)		lyge OL IANN Ingelinned from references musitry	🗆 Esport only	heat type External Tracking ESPIRICO	
Product Details]	Packoving/ngretient Data		Attachmenta	
Attachement					
Free Sale		GMP		CoA	
Choose file	trowse	Choose Re	Branse	Chonse file	
Art Work*		leafet		reference	
Art Workpat	Downlood Browse	Choose Re	Browse	Choose file	
Method of Analysis	and a second second	Specifications of Finished Product *		Authoritation Latar	
Choose file	Browse	Specifications of financed product pdf	Downlived Browse	Authorization letter.pdf	Dow
Manufacturing Contract		Storage Contract	hinning	others	
Choose file	Browne	Choose file	Browse	Croose file	
Factory Roense	/	Manufacturing Assignment		Commercial Record For: Seller	
Choise Se	Browse	Choose fix	Broxse	Choose the	
Commercial Record For Buyer		Stability study		Shart life	
Cheose Ne	trowse	Cheose th	Browse	Choose file	
letter of variation from license holder.		recent *		otherFiles*	
Choose the	Browse	Choose file	Econse	other lecupdi	Dov
Registration Liberse		1			-
Choose Ne	Browse				
C					

The last step for request rejection Hold of variation

- company in this step (do unhlold request)
- when Authority rejects (the request return in this step) and do unhlold request again (forever)



4-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.

22-12-12-5-16	Egycosma				
المحمد المحم محمد المحمد محمد محمد محمد المحمد محمد محمد محمد محمد محمد محمد محمد	Home Create r Administration		Rejected requests 🗸 Proc	lucts 🗸 😫 test loc 🗸	
Create Request for Gene	ral Enquiries				
_			Estimated Value		
			EGP150.00		
Title *		Receipt Number *	Receipt Value *		
Attachment & Receipt * Choose file	Browse	Description *	2	Submit	
(epa)			f y 🖬 🖂 🖒	15301 🐸 info@edaegypt.gov.eg	

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		هَيْنَةُالْإِذْاءِالْمُعْرِيَة
test loc 💊	^{cts} ×	Rejected requests 🗸 Products	Track requests 💉	Draft requests 🗸	Home Create requests 🗸 Administration 🗸	EDA H	هينه الرواء المجرية
					Enquiries	for General	
							—
	Submission Date		Status \$		Title \$	Submission date #	Request Number P
	tsssssstss		Initiated		testss	Aug 31, 2021	4363
							Previous 1. Next
	tsssssstss		Initiated		testss	Aug 31, 2021	



5- 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.



ميتنة الأواء المض			requests 🗸 Track requests 🗸 F	ejected requests 👻 🕯	Producti 👽	A Lor
	Phys. 22	Administration 🗸				
 Legacy prod 	ucts					
Filter Da	ta					
Which column do you	ward to search to 7					
				Add Elber		
Notification \$	Submission date \$	Product English name ‡	Product Arabic name #	_	Update Product \$	Add Batch
14433		l"oreal paris casting creme glo			R	R
14432		l'oreal paris casting creme glo		1	6,	R
14431		l'oreal paris casting creme glo			œ	R
14359		gamler			8,	Ħ
14879		gamier skin narurals essentials			6,	R
14878		kerastase nutritive oleo curl in	/		R,	я
22544		loreal paris excellence mousse			R,	я
22545		loreal paris excellence mousse			8,	Ŕ
22543		loreal paris excellence mousse			R,	R
22835		la roche posay anthelios derm			В,	R
Previous 1 2 3	4 5 6 7	1 8 10 11 12 13 14 15 16 17	11 1 20 20 20 20 20	15 26 27 28 29	30 Next	
.				f v m Ø	😋 15301 🔤 ir	1n@edaecwrit (
9		/		1	A CONTRACTOR AND IN	nogeologypre
		/				
After clicking	on undat	te product icon here,	the page will	\		
		quest for Legacy, as a				
picture in ne		question requery, as a		1		

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



 Create request for Legac 	Administration ¥	ack requests v Rejected requests v Products v 🕒 Loreal v
Ormitase *	Size Organise Imported biost entremode country	Gipert sely
Product Details	Packaging/Ingredient Data	Attuchments
Product Details	Fuller Tarre 1	yalı *
OREAL Remote Field	Land June *	Add Thurst Sume
es Cosmettos Industry 5.4.E	این) است. محمد به المیز 	FRANCE Purpose of an *
nge flage	Shell Ule*	96 Months
Manufacturing data		Add new manufacturing
Manufacturing Company 9	Manufacturing Country \$ There is no data	Actions
		Text Yarward Saw Submit
# PA)	/	f 🎔 🖬 🕲 🐧 15301 🖼 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)

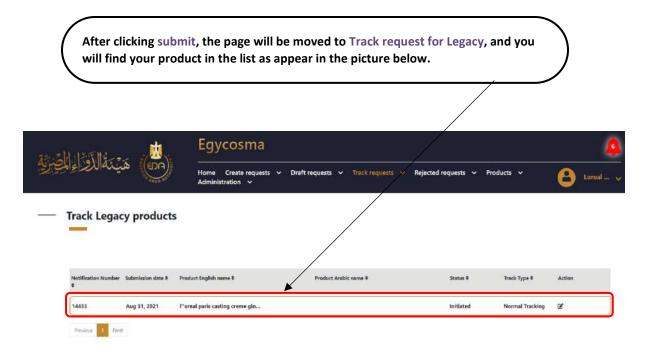


Product Details		Packaging/Ingredient Data		Attachments	
Attachement		GMP		CoA	
Choose file	Browse	Choose file leaflet	Browse	Choose file reference	Browse
pdf Downlow	Browse	Choose file	Browse	Choose file	Browse
Aethod of Analysis	provide	Specifications of Finished Product *	[seems]	Authorization Letter *	[
Choose file	Browse	Dow الملكية	miand Browse	pdf. (ي السلغية)	Download Browse
Aanufacturing Contract		Storage Contract		others	
Choose file	Browse	Choose file.	Browse	Choose file	Browse
actory license		Menufacturing Assignment		Commercial Record For Seller	
Choose file	Browse	Choose file	Browse	Choose file	firowse
commercial Record For Buyer		Stability study		Shell life	
Choose file	Browse	Choose file	Browse	Choose file	Browse
nade Cora j				f ¥ ⊠ @ € 15301 ⊠ in	fo@edaegypt.gov.eg



هَيْنَةُالرُّوَاءِالْمُورِّةِ	Egyc	osma				4
هينهاللاراءالمصرية	Home C Administra		requests 🐱 Track requests 🔹	 Rejected requests 	Products 🗸	loreal
Create request	t for Legacy					
ins Of lighteen * Register Products	· ·	Type Chursense* Imported from referenced country	Export	only		
Product De	tails	Packa	ging/Ingredient Data		Atlachments	
Packaging data					A	dd new packaging
Volumes D	Unit of measure #		type of packaging \$	Actio	05	
5	Litre		Aluminium Pan	21		
Ingredients data					A	dd new ingredient
Colour \$	Fragrance ¢	Flavor \$	BarCode		Actions	
					2' T	
Back				Next Forward	Save	Submit
EDA 1				f y 🗅 0	🕻 15301 🔤 in	for_edaegypt.gov.e
	/	/				
	/					
Then go to	packing/ ingredie	ents data fields	s, and update it			
			(After filling all	fields click	submit.







f y □ @ C 15301 ⊠ info@edaegypt.gov.eg



6- Add Manufacturing company / license holder

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

مَيْنَةُ الدَّاءِ الْمُضِرَةِ	Come Create requests V Draft requests V Track requests V Rejected requests V Track requests V Rejected req	est local 🗸
W	Adding Batch Users/Roles Authority	
Track Requests 47 requests	Draft Requests 18 requests 18 requests Draft Requests 91 requests	s



sa shirizani	Egycosma	494
مَيْتَةُالْدَاءِالْمُورَةِ	Home Create requests ∨ Draft requests ∨ Track req Products ∨ Administration ∨	uests V Rejected requests V 🔘 test local 🗸
— Manufacturing o	company / license holder Form	Here you can upload attachment (manufacturing list)
Manufacturing Company *	Manufacturing Country *	Attachment * Choose file Browse
		Submit
	Here you can choose the country	
Here you can add th of the manufactu company		After clicking submit, will You will wait for the authority's response within 3 working days
(eda)	f y	Image: IS301 Image:



General Notes

- يجب التأكد من عمل اي متغير على المستحضر قبل التقدم لإعادة الادراج فلا يمكن اجراء اي متغير خلال الإعادة وفي حال وجود متغير اثناء الاعادة يتم رفض الطلب والتقدم لقسم المتغيرات واعادة تقديم طلب الاعادة برسوم جديدة.
 - بجب ان يكون ال short name جزء من long name ويجب التأكد من كتابته في الجزء الخاص ب
 short name في البرنامج.
 - ine في حالة التنازل ونقل ملكية المستحضر ات لشركة اخرى لا يجوز لكل من الشركتين عمل line الا في حالة التنازل عن ال brand كله .
 - في حالة ادراج ال kit يتم ادراج كل مستحضر على حدة ثم التقدم بطلب ادراج الkit في حال رغبة الشركة
 - بجب التأكد من نوع التسجيل ونوع المستحضر ونوع الطلب 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) اونوع الطلب (fast or normal) يتم رفض الطلب واعادة تقديمه يرسيوم جديميوم جديميده.
- لا يتم تقديم التماس لتعديل بيان التركيب للمستحضر ات المستوردة وفي حالة تقديم الالتماس يتم رفضه.



- يجب التأكد من وجود خط انتاج موضح في رخصة المصنع قبل التقدم للإدراج وفي حالة عدم وجود خط انتاج تلتزم الشركة بتغير مكان التصنيع .
- في حال رفض طلب الادراج للشركة الحق في تقديم التماسين للطلب الواحد ثم يتم بعدها اسقاط الطلب
 وتقديمه من جديد برسوم جديده.
 - لا يتم اجراء أكثر من عمليه على المستحضر في نفس الوقت.
- Approve with comment(flag)
 لا يتم اجراء اي عمليه عليه الا بعد استيفاء
 comment (unflag)
- يجب تقديم طلب اعاده ادر اج المنتج قبل ٣ شهور من انتهاء صلاحيه الادر اج حتى تتمكن الشركة من تقديم ٢ التماس للمستحضر في حالة الحاجة لأنه في حالة انتهاء مده الاعادة لا يتم عمل اي اجراء على المستحضر.
- اي التماس مقدم من الشركة الى الهيئة اثناء الادر اج المدة الزمنية المحددة له ٣٠ يوم بعدها يتم اسقاط الطاب ولا يمكن استكماله ويقدم كمستحضر جديد.
 - في حاله الاحتكام الى مرجعيه التداول تكون شهادة التداول اجباريه وموثقة من السفارة المصرية.
 - وفي حال الاحتكام الى مرجعيه التصنيع تكون قائمه المصانع اجباريه وموثقة من الغرفة التجارية.



- الم تسجيل مستحضر ات الصبغة او hair colorant kit يجب اضافه اسم الجروب مع اسم المستحضر في long&short name.
- في حالة reject of variation مدة استيفاء ال comments هي ١٥ يوم في حالة الرفض الأولي و ١٥ يوم في حالة الرفض الثانية و لا يمكن للشركة في حالة الرفض الثالث التقدم بالتماس بل يجب تقديم الطلب مرة اخرى برسوم جديدة .
- في حالة ادراج مستحضر متعدد الالوان اوالروائح او النكهات او جميعهم يتم اضافة مقابل الخدمة التابع لكل فئة الى رسوم الادراج الموضحة في ال Estimated value وفقا لقائمة مقابل الخدمات المقررة .
- * تتم مراجعه طلب الادراج وارسال comment للشركة بدون مقابل مادي لمرة واحدة فقط لما يخص استيفاء الطلب لمتطلبات الادراج وفقا للدليل التنظيمي (check list) ويستوجب على الشركة الاستكمال خلال 15 يوم ثم تتم المراجعة الفنية للطلب واصدار القرار النهائي اما بالموافقة وصدور رقم الادراج او الرفض وفي هذه الحالة من حق الشركة الالتماس مرتين للطلب الواحد
 - یجب دفع مقابل الخدمات وتسلیم اصل ایصال الدفع للاداري المختص قبل ارسال طلب الادر اج
- یجب على الشركة احضار الاصول الموثقة للصيادلة العاملين بالادارة للاطلاع على الاصول قبل رفعها على البر نامج