



PROFESSIONAL GUIDELINES 2018 – LICENSING RENEWAL AND NEW LICENSES FOR CLASS C DRUG SHOPS

National Drug Authority

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Central Region –Premier Complex, Jinja Road, Nakawa.
South Eastern Region –Plot 6 Rippon Gardens, Jinja
Eastern Region –Plot No. 27, Kwapa Road, Tororo
Northern Region – Plot 48 Ogwal Ajungu Road, Lira.
Western Region - Muganwa Centre, Plot 30, Old Toro Road, Hoima
South- Western Region - House No 29 Mbaguta Estates Kamukuzi, Mbarara.
West Nile Region – Plot 1 Mt. Wati Road, Anyaflo –Arua



Professional Guidelines 2018 - LICENSING Renewal and New Licenses for Class C Drug shops.

Supply of Class C medicines is a regulated professional business under the National Drug Policy and Authority Act, Cap 206 of the laws of Uganda and Regulations on Certificate of Suitability of Premises (S.I. No. 36) and Licensing (S.I. No. 35), 2014. Applicants are strongly advised to familiarize themselves with the relevant laws and regulations and ensure compliance.

These professional guidelines have been prepared in line with Section 5 (i) of the National Drug Policy and Authority Act (CAP 206) which states one of the functions of the Authority as 'to establish and revise professional guidelines and disseminate them to the public'.

Approved by	
Title	Secretary to the Authority
Name	Donna Kusemererwa
Signature	
Date	20/12/2017



Professional Guidelines 2018 - LICENSING Renewal and New Licenses for Class C Drug shops.

It is the responsibility of the drug shop License holder to ensure full compliance of Class C Drug Shop operations with the NDP/A Act and relevant regulations

1.0 Requirements for Application

Applicants for a drug shop license should submit the following at the time of application;

- Duly filled application forms for certificate of suitability of premises
- Duly filled application forms for the license
- Proof of payment of the prescribed inspection fees
- A certified copy of the certificate of registration of the qualified in-charge.
- A letter of commitment from the in-charge.
- A sketch plan of the premises taking into consideration the minimum floor area.
- Two recent passport size photos of the qualified professional.

2.0 Timelines for renewal of Licenses for Drug shops for 2018

- 2.1 Renewal applicants are encouraged to apply for license renewal not later than **15th November 2017** at their respective regional offices.
- 2.2 Incomplete application documents for licensing will not be accepted at the time of submission.
- 2.3 All unlicensed drug shops must close effective **1st January 2018**.

3.0 Supervision of Drug shops

- 3.1 Drug shops shall only be run by professionals with approved medical, pharmaceutical or veterinary qualification and must be registered with their professional councils.
- 3.2 The following professionals shall be licensed to operate Human Drug Shops.
 - Pharmacy Technician/dispenser
 - Registered or Enrolled Nurse
 - Comprehensive Nurse
 - Registered or Enrolled midwife
- 3.3 Clinical officers **shall not** be allowed to supervise pharmaceutical outlets with effect from **2019**.
- 3.4 The following professionals shall be licensed to operate Veterinary Drug Shops.
 - Animal Husbandry Officer (Diploma in Animal Husbandry /Dip. In Animal production and management)
 - Veterinary assistants



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- 3.5 The premise must be operated by the licensed seller on a full-time basis, i.e. throughout the entire opening hours of the drug shop. If the licensed seller must leave the premises for any reason, the drug shop must be closed.

4.0 Sale of Medicines

- 4.1 Class C drug shops shall sell only medicines as specified in their licenses. For avoidance of doubt, these shall be medicines as specified in the 3rd, 4th and 5th schedules of the NDP/A Act.

5.0 Distribution of Drug Shops

- 5.1 No new drug shops shall be licensed to operate in Kampala district.
5.2 No new drug shops shall be licensed in municipalities with existing pharmacies.
5.3 **New** drug shops may be licensed in other **remote** areas; however the premises must be at least **500 meters** from the nearest existing drug shop and **1.5 km** from any existing pharmacy.

6.0 Relocation of Drug shops.

- 6.1 Drug shops may relocate within the same district; however the new location must be at least **500 meters** from existing drug shops and **1.5 km** from a pharmacy. Approval to relocate must be obtained prior to relocating.

7.0 Herbal Medicines.

- 7.1 All herbal Class C drug shops shall be required to apply for certificates of suitability of premises.
7.2 Hawking of herbal medicines and unauthorized advertisement of herbal medicines **are not allowed** and are considered **punishable offences according to the NDP/A Act (Cap 206)**.

End of Documents