DRUG NATIONAL AUTHORITY

Safe Drugs Save Lives

2nd July 2025

Ref; 1095G/DR/NDA-07/2025

To: Marketing Authorisation Holders (MAHs)

Local Technical Representatives (LTRs)

CIRCULAR NO.006/DPAR/2025

RETENTION OF PRODUCTS ON THE REGISTER FOR THE FINANCIAL YEAR 2025/2026

National Drug Authority wishes to inform all stakeholders that retention of Human and Veterinary products on the drug register for the Financial Year 2025/2026 commenced on 1st July 2025 and will continue until 30th September, 2025. All the products that will not have been retained by then will be suspended from on the monthly drug registers.

Retention invoices are generated from IRMS by the Local Technical Representatives (LTRs). Therefore, all Marketing Authorization Holders are advised to liaise with their respective LTRs. Please note that NDA does not generate retention invoices.

Local Technical Representatives (LTRs) who require assistance should come to NDA Head Office with a laptop and a list of products to be retained. Please note that there is also ***a 'step-wise guide for product retention in IRMS'*** on the NDA website.

Note:

1. An invoice should contain products from a single Marketing Authorization Holder.
2. Check drug particulars and retention status of the product before selection to ensure that the right products are being retained.
3. Check the invoice for any errors before proceeding to make payment in the bank. In case of any errors noted, the invoice should be cancelled and another one generated.
4. There will be no replacement of products on an invoice once payment has been made.

Denis Mwesigwa

FOR: SECRETARY TO THE AUTHORITY

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OUR MISSION

To protect and promote human and animal health through the effective regulation of drugs and healthcare products.

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