

1 Get A CR

Apply for a commercial registration (CR). Visit Ministry of Industry, Commerce & Tourism site <https://www.sijilat.bh>. You will receive an inactive CR Number.

2 Create an Account on Adweya

Visit <https://adweya.nhra.bh> to create your account on the Adweya online system.

Make sure to read the Pharmaceutical Products Classification Guidelines V2.0, available at <https://www.nhra.bh/>



3 Get the proper requested documents

Ensure the following documents are ready before submitting your application on Adweya:

1. Registration status of the product in country of origin with valid proof.
2. Company declaration letter of presence of leaflet (signed stamped)
3. Artwork for outer pack & inner label (with company signed and stamped)
4. Copy of composition certificate issued from manufacturer (with exact composition per serving, source and function of each ingredient)
5. Cop of certificate of pharmaceutical product / free sale certificate / product license from official body in country of origin.
6. Product history in Bahrain (new registration/ re-classification/renewal etc.)
7. Provide one sample of the product to NHRA upon submission.
8. Payment of BD 20 per application

4 pick the application and assessing the file

- The Head of Unit will assign the submitted files to assessors.
 - Once notified by email, the assessor will begin the review.
 - Assessment will be completed within 2 working days.
 - The file status will be updated as one of the following:
 - o Recommended for Approval
 - o Returned (due to missing or incomplete documents)
 - o Rejected
 - Final approval will be given by the Head of Unit, and the applicant will receive the official classification letter.
- If the file is returned:
- The applicant will receive it directly.
 - After completing the missing requirements, it can be resubmitted via Adweya.
 - The assessor will then re-pick it from the "Reviewed Applications" queue for re-assessment.

