

NOTICE TO ALL RETAIL PHARMACY OWNERS AND RESPONSIBLE PHARMACISTS

Submission of Applications for Renewal of Retail Pharmacy Licences

All retail pharmacy owners and responsible pharmacists are hereby instructed to submit the application for renewal of the retail pharmacy licence to the National Medicines Regulatory Authority (NMRA) within six (06) months prior to the date of expiry of the current licence, in order to avoid the automatic cancellation of the licence upon expiry.

Please note that NMRA will not accept renewal applications submitted after the date of expiry of the current licence. In such instances, the licence will be considered automatically cancelled, and the applicant will be required to submit a new application for a retail pharmacy licence. Consequently, all requirements applicable to new pharmacy applications under the prevailing rules and regulations will be applied, and the pharmacy will not be considered an existing licensed pharmacy.

This may result in the loss of eligibility to continue the pharmacy business at the same location, subject to compliance with the applicable regulatory requirements.

Legal Provisions

According to the Medicines Regulations made under the National Medicines Regulatory Authority Act, where an application for the renewal of a licence for the sale of therapeutic goods by retail is not made within three months from the date of expiry, such licence shall be deemed to have been automatically cancelled at the end of the validity period of the current licence.

Further, in accordance with Section 119 (1) of the National Medicines Regulatory Authority Act, No. 05 of 2015,

“No person shall carry on a pharmacy without obtaining a licence from the Authority.”

Accordingly, operating a pharmacy without a valid licence issued by the NMRA shall constitute a violation of the Act and shall be subject to legal action thereunder.

Temporary Relief for Certain Expired Licences

Considering the limitations of the current online appointment system and the inconvenience faced by applicants in obtaining appointments, NMRA has decided to provide a temporary relief period.

Accordingly, NMRA will accept only until 31st March 2026, renewal applications for retail pharmacy licences that expired between 01st January 2026 and 31st March 2026.

This relief applies exclusively to licences that expired within the above specified period.

Facilitation Measures for Renewal Applications

To facilitate the timely submission of renewal applications:

- NMRA will accept renewal applications without the Premises Inspection Report issued by the Regional Food and Drug Inspectors (Authorized Officers) at the time of submission.
 - In cases where the premises inspection report is not available within the stipulated time period from the date of submission of the application, the NMRA shall proceed with the evaluation process in order to avoid delays. Accordingly, NMRA officials shall conduct an unannounced online verification of the responsible pharmacist and the pharmacy premises within the period of the validity of the new licence.
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Requirement of Pharmacist Attendance

Attendance of the responsible pharmacist is NOT mandatory for submission of the following types of applications:

1. Renewal without any changes in the original information
2. Renewal with only location change
3. Renewal with only ownership change

In such cases, the responsible pharmacist at the pharmacy premises will be subject to an unannounced virtual interview conducted by the NMRA officials during Monday to Friday during office hours.

The licence will be issued only after satisfactory completion of this verification process.

However, physical attendance of the proposed pharmacist to NMRA is mandatory for:

- Renewal applications involving a change of the pharmacist.

Important Notice

- NMRA will not accept applications for any changes if the current licence is not valid.
- Every licensed retail pharmacy shall operate under the technical supervision and professional responsibility of the responsible pharmacist whose name is specified in the pharmacy licence.



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