

25 MAR 2024

FDA ADVISORY

No. **2024-0540**

TO : FDA CLIENTS AND STAKEHOLDERS

SUBJECT : RELEASING OF FOOD AND DRUG ADMINISTRATION AUTHORIZATION AT THE INFORMATION AND COMMUNICATION TECHNOLOGY MANAGEMENT DIVISION (ICTMD)-RECORDS SECTION-RELEASING UNIT (RS-RU).

Releasing of Food and Drug Administration (FDA) approved authorizations and documents at the Records Section – Releasing Unit is essential for transparency and public awareness.

In response to the growing demands for increased accessibility, the FDA is pleased to announce the commencement of new operating schedule extending its open hours from operation of the ICTMD-Records Section, Releasing Unit from 8 AM to 5 PM (Monday to Friday, except for Holidays) effective April 2024. This aims to improve government service delivery and meet the needs of our constituents effectively.

The RS-RU will promptly notify the clients schedule via email once their approved authorizations are ready for pick-up.

Please refer to Annex A of this Advisory for detailed guidelines, outlining process and procedures for the releasing of authorizations at the Records Section-Releasing Unit (RS-RU).


DR. SAMUEL A. ZACATE
Director General

