

National Pharmaceutical Regulatory Agency Ministry of Health Malaysia

USER MANUAL

QUEST 3+ System

Module: **CHANGE OF SITE** (Front-End)

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Version 2.0

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INTRODUCTION

This user manual will serve to guide the applicants from the industry to conduct transactions in QUEST 3+ for:

- 1. Application for Pre-Screening Change of Site (COS)
- 2. Application for Change of Site (COS)
- 3. COS payment
- 4. COS Correspondence

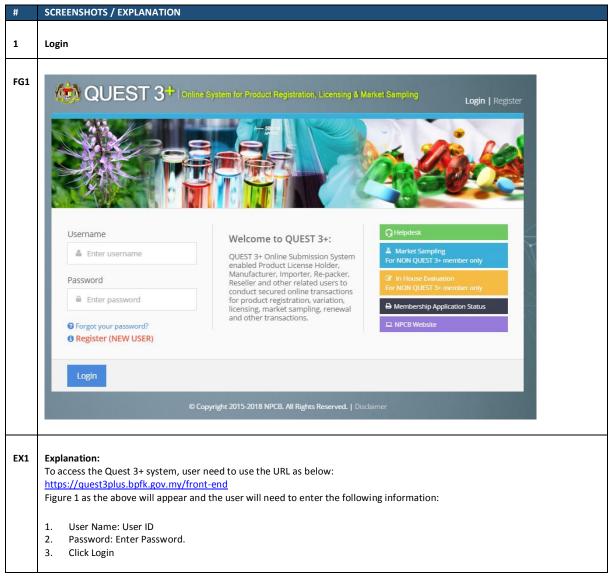
Pre-requisite:

The application / registration process by the applicants will be conducted completely online including payments. The following are the pre-requisites before conducting the transactions in QUEST 3+:

- 1. Internet Ready PC
- 2. Broadband Internet connection
- 3. Google Chrome latest version (recommended) or other internet explorer
- 4. Valid Digital Certificate (USB Token) To be purchased online during Membership Application
- 5. PDF Reader/Writer Software
- 6. Photo editor to edit (crop, resize or other editing functions) your attachments in jpg format
- 7. Online banking account (Personal or Business) or credit card to conduct payment transactions via FPX (Financial Process Exchange). FPX is a payment channel that allows you to make payment via online real-time through your current or savings account. All you need is an Internet banking account with any of FPX participating banks.



1.0 QUEST3+ Front-end login





2.0 CHANGE OF SITE



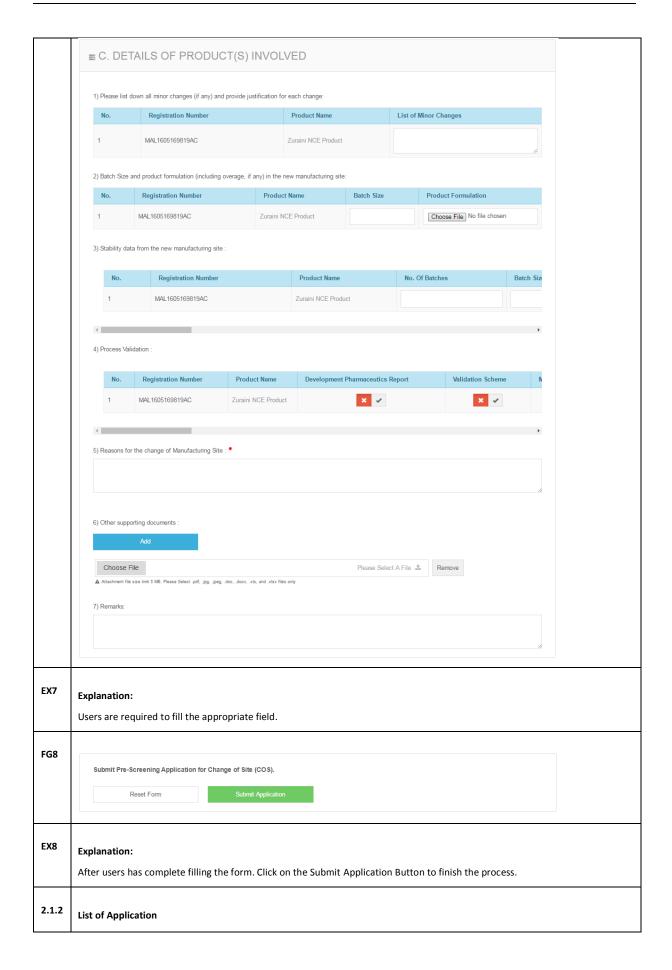




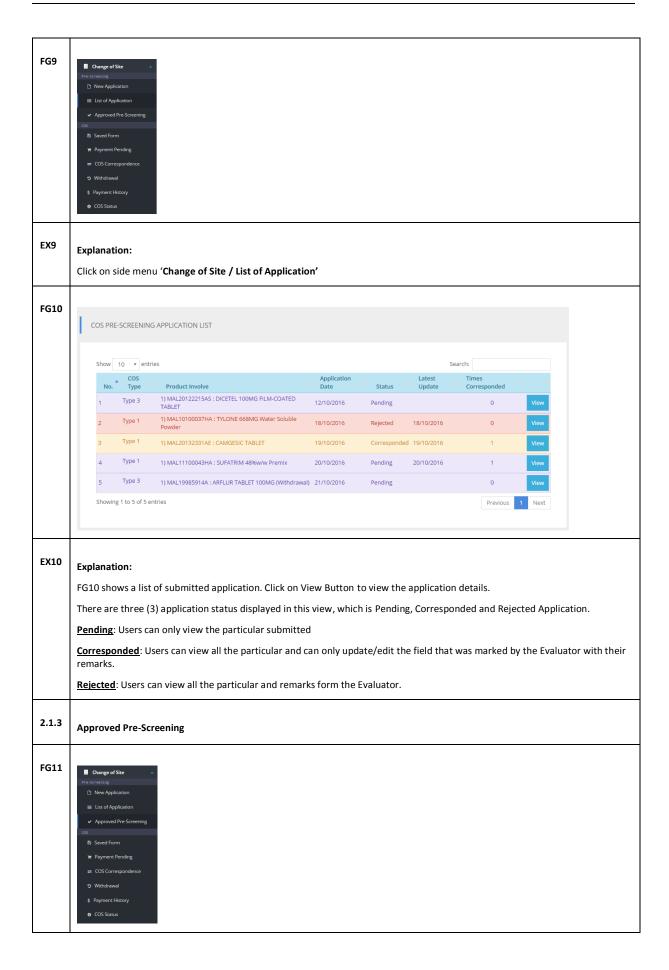




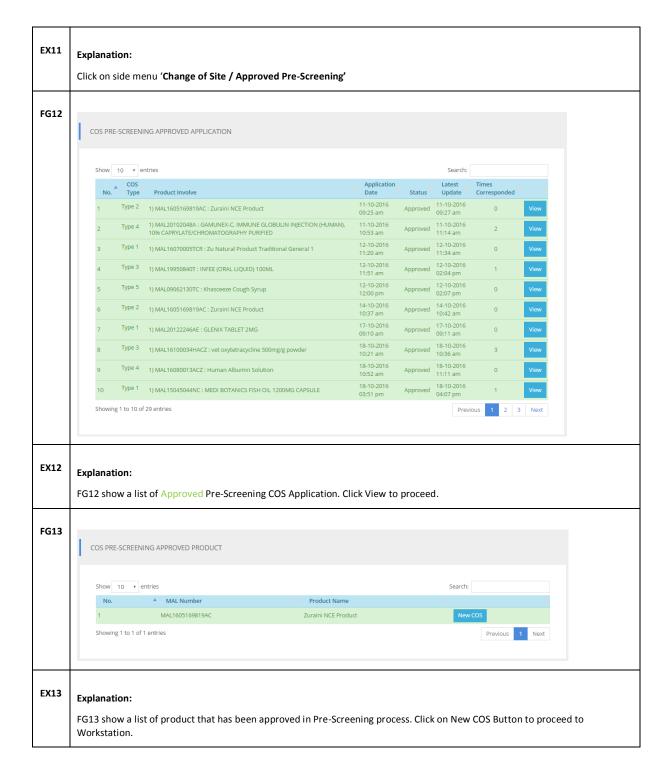




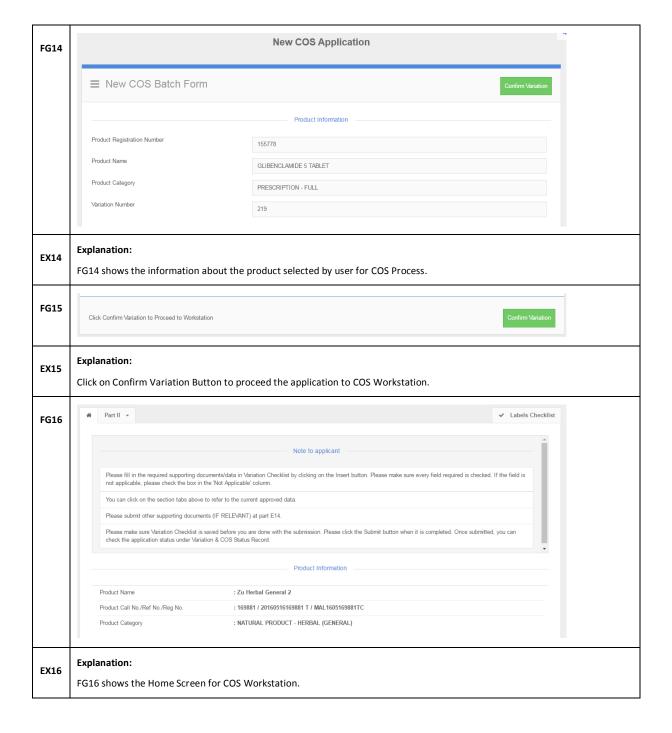




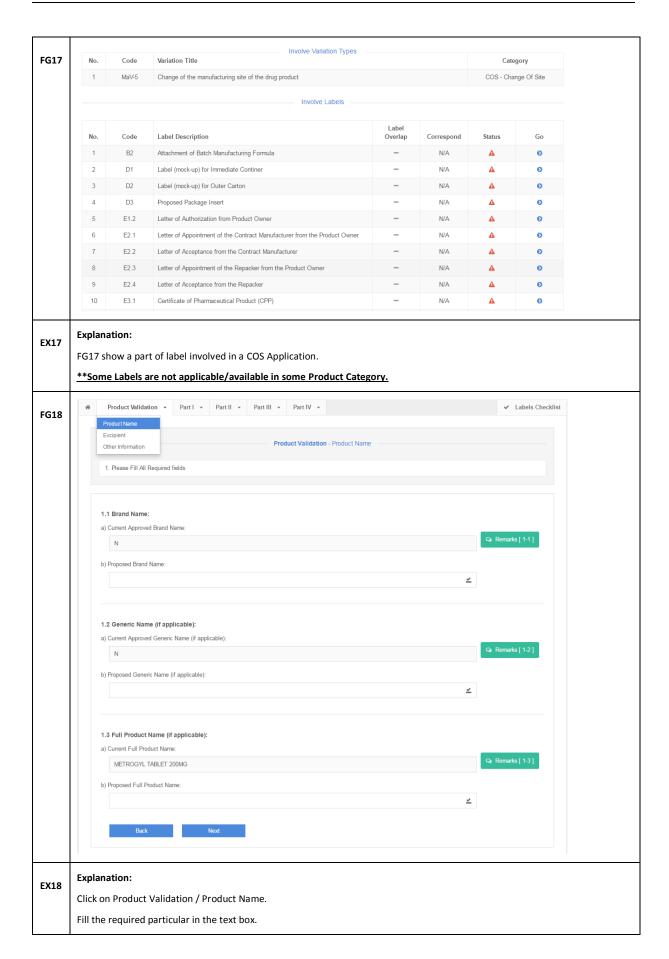




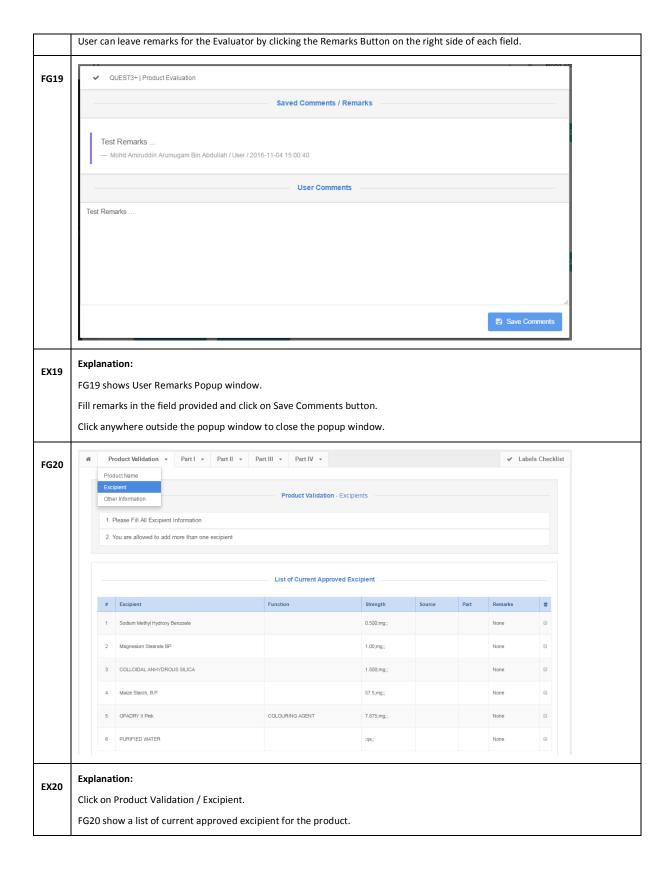




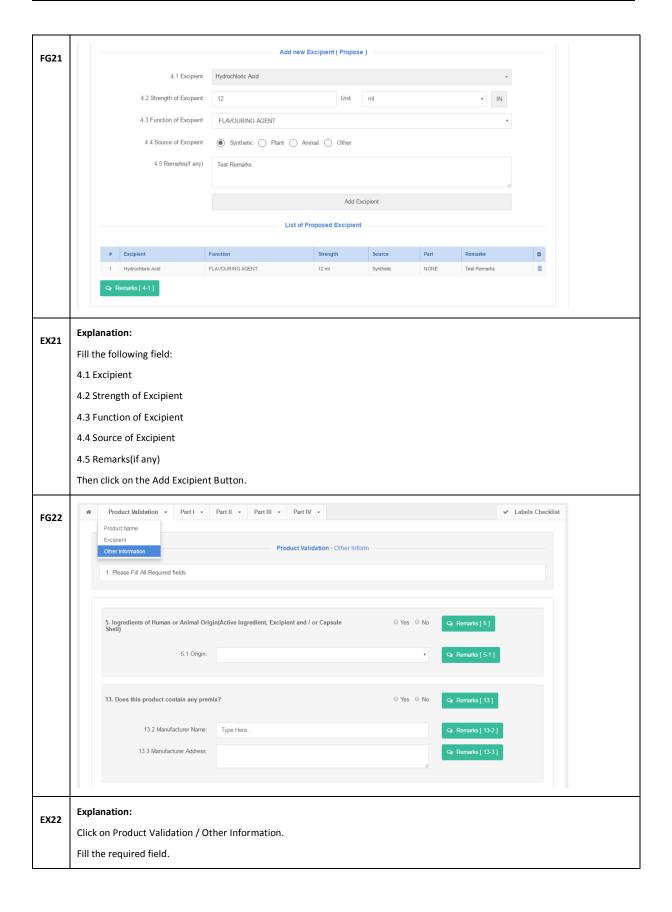




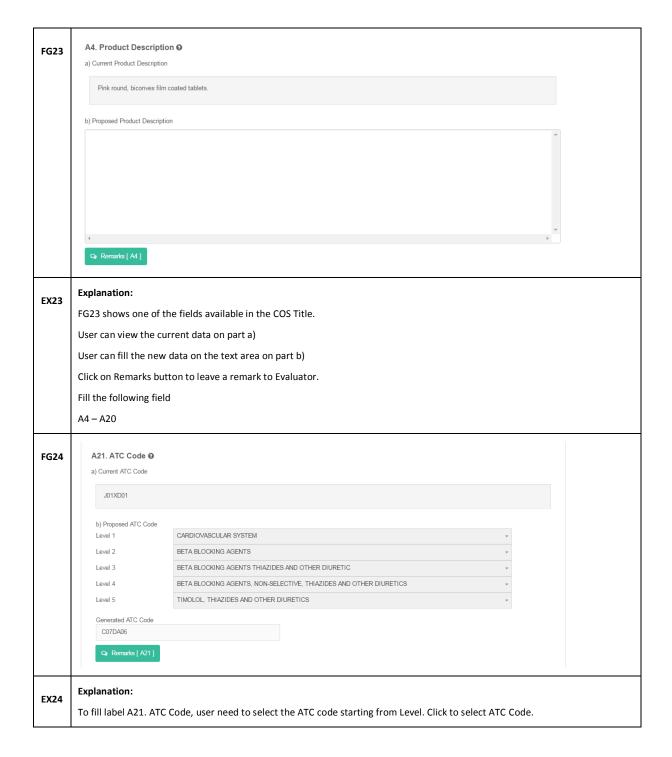




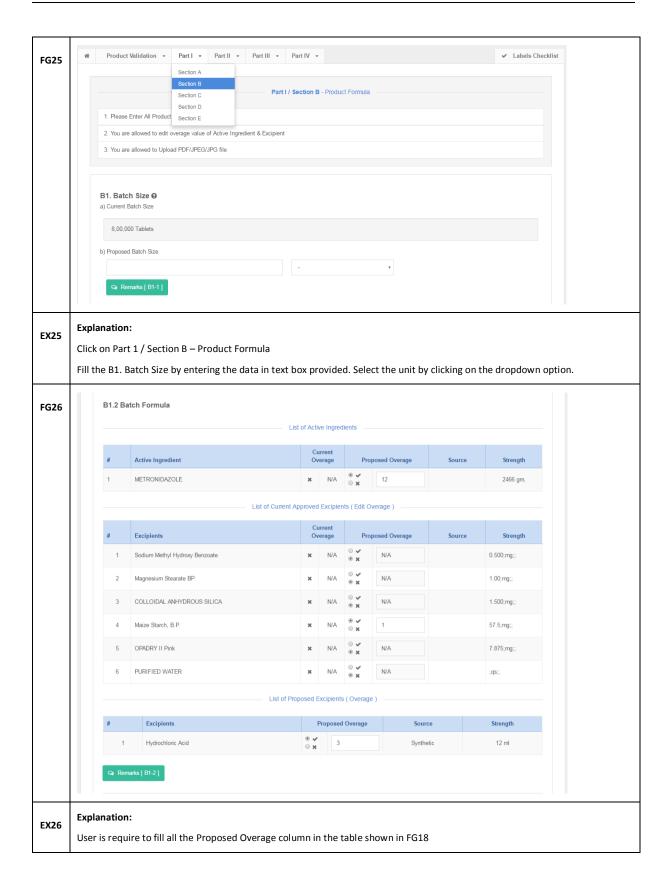




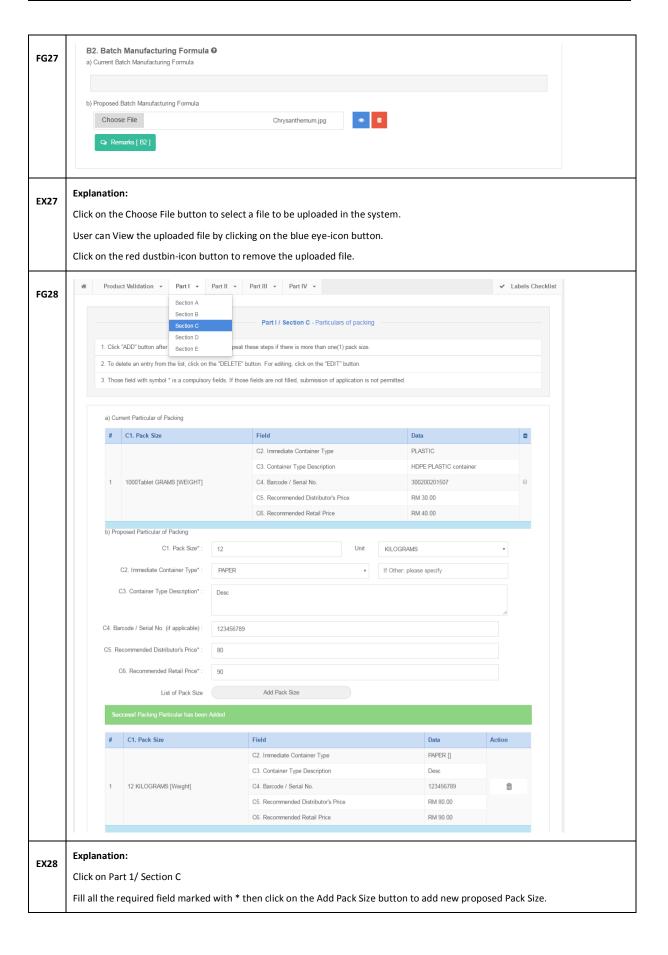




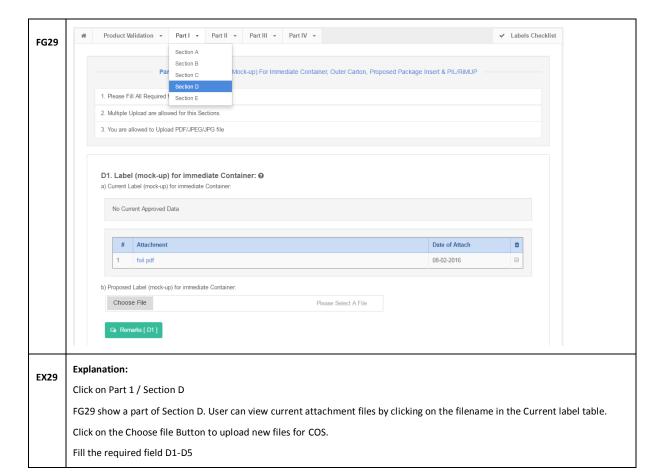




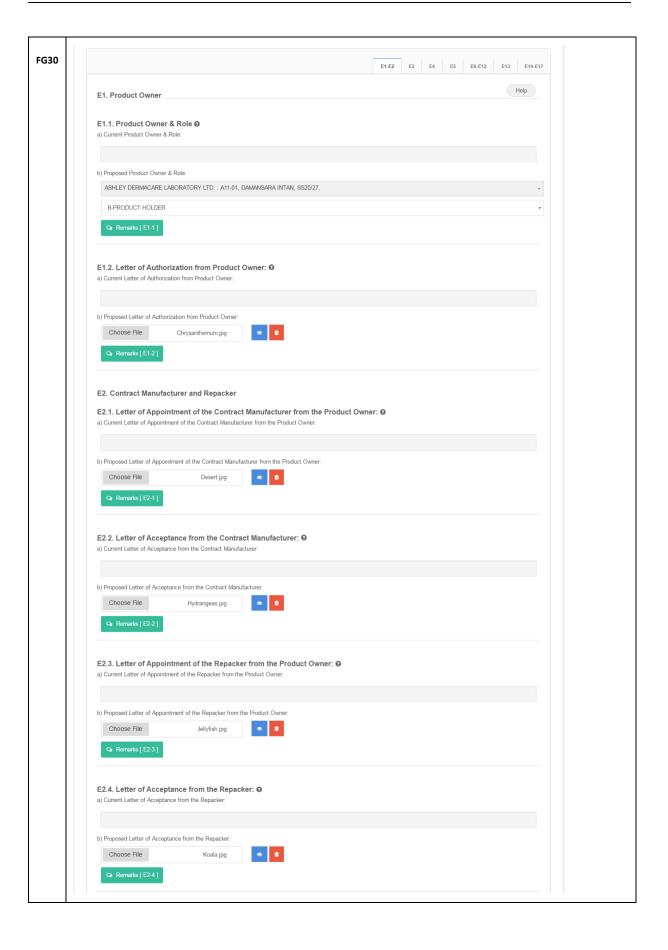














EX30

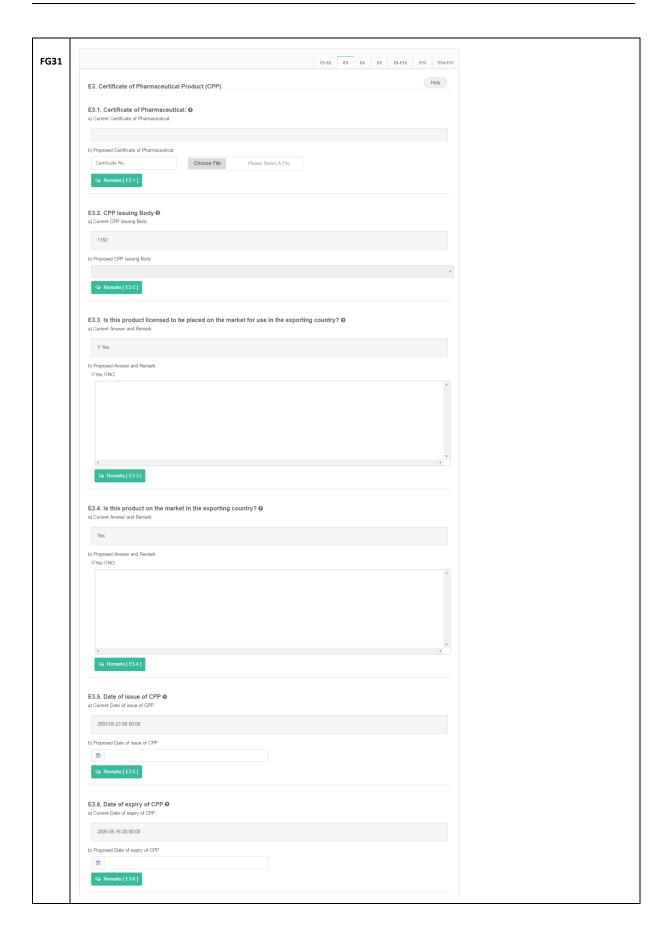
Explanation:

Click on Part 1 / Section E / E1 – E2. Key-in the followings:-

E1 upload attachment file

E2 upload attachment file







EX31

Explanation:

Click on Part 1 / Section E / E3.

Key-in the followings:-

E3.1 upload attachment file

E3.2 fill in issuing body

- Fill in issuing body by entering a minimum 3 character and choose from the dropdown list.

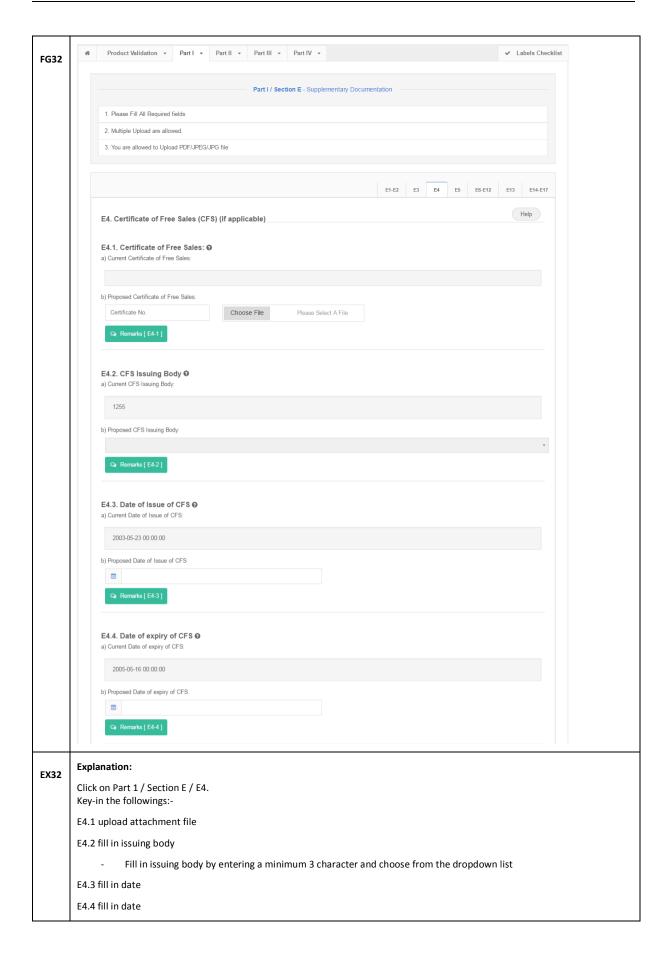
E3.3 fill in reason

E3.4 fill in reason

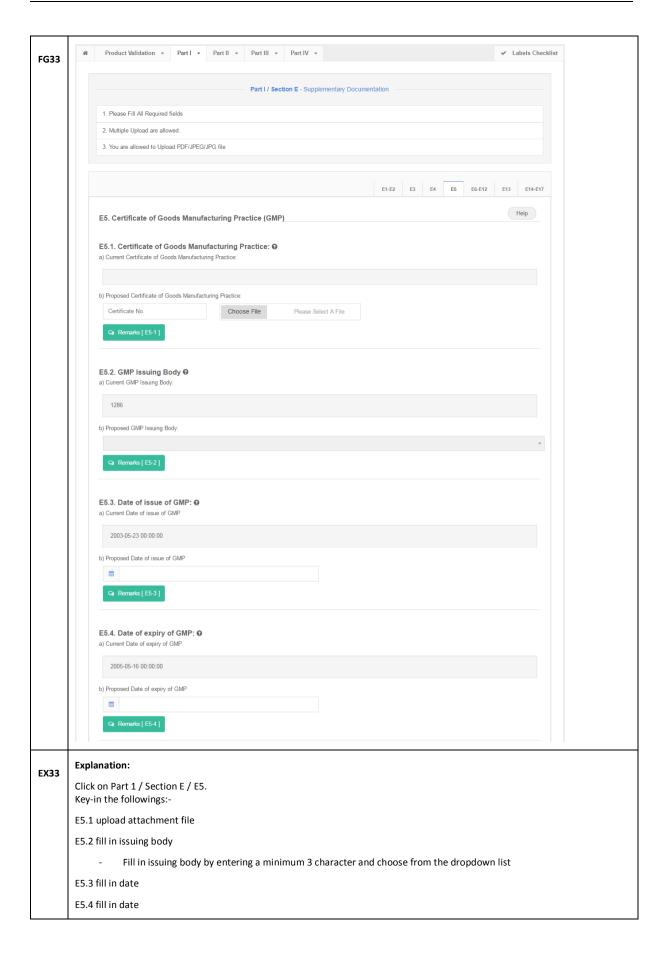
E3.5 fill in date

E3.6 fill in date

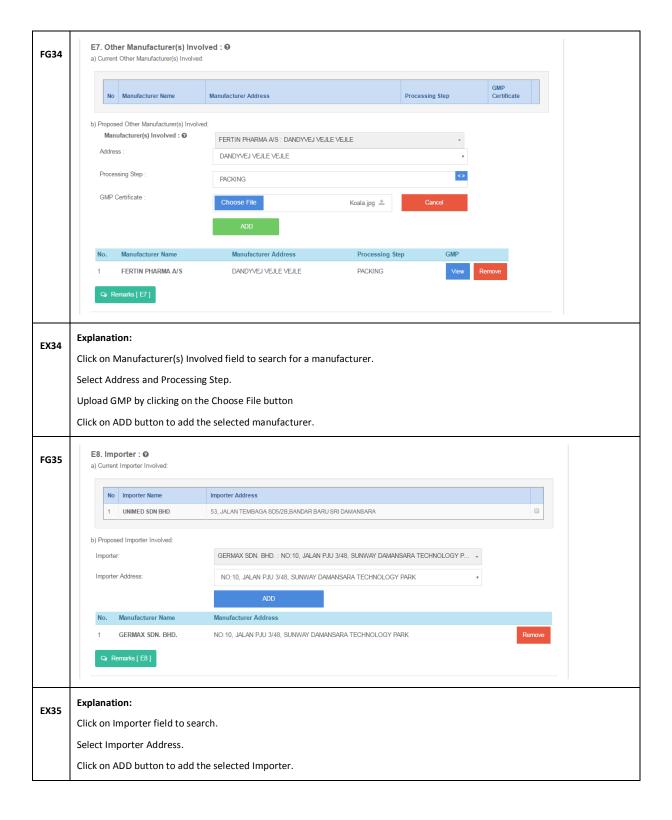




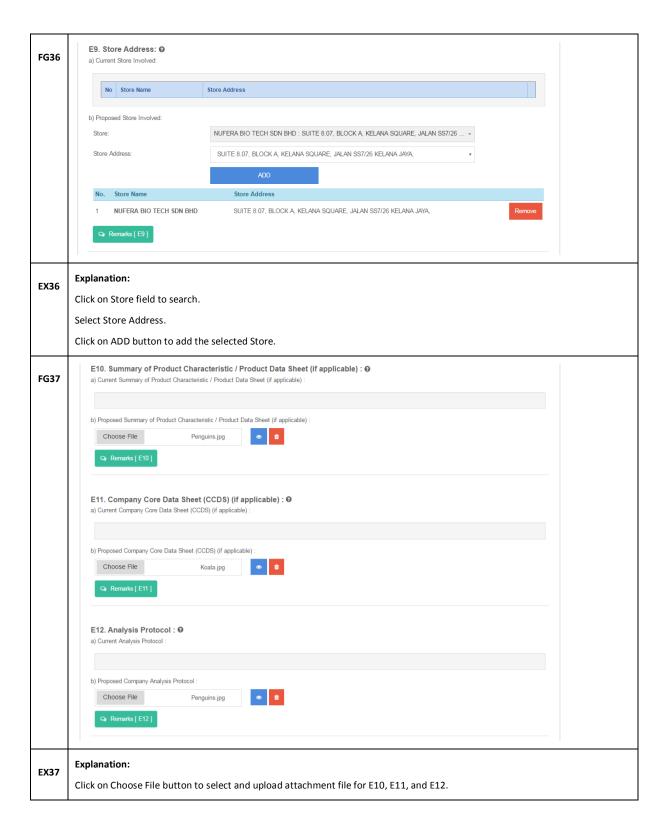




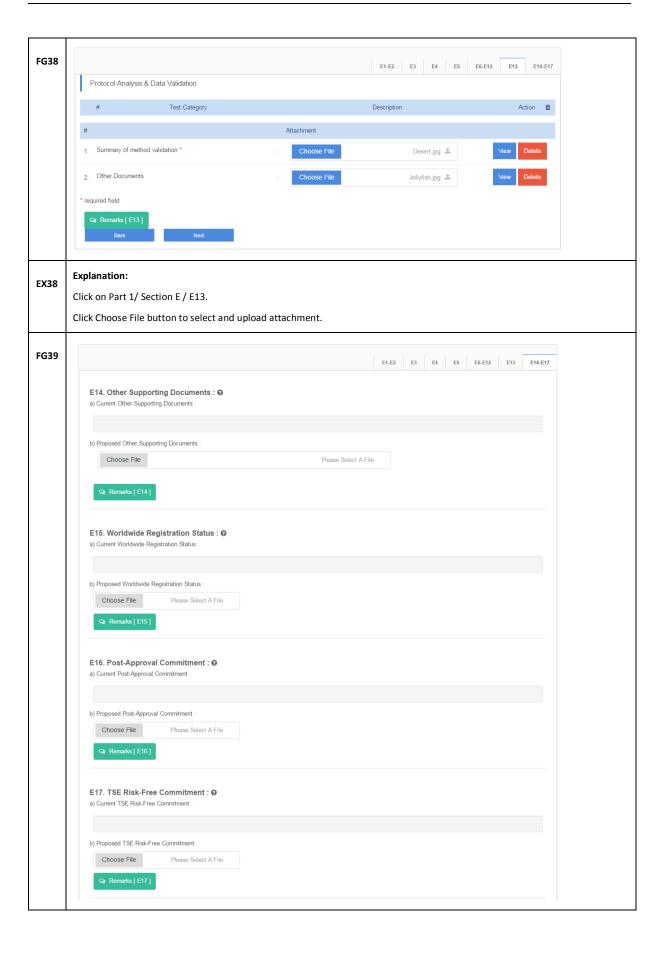




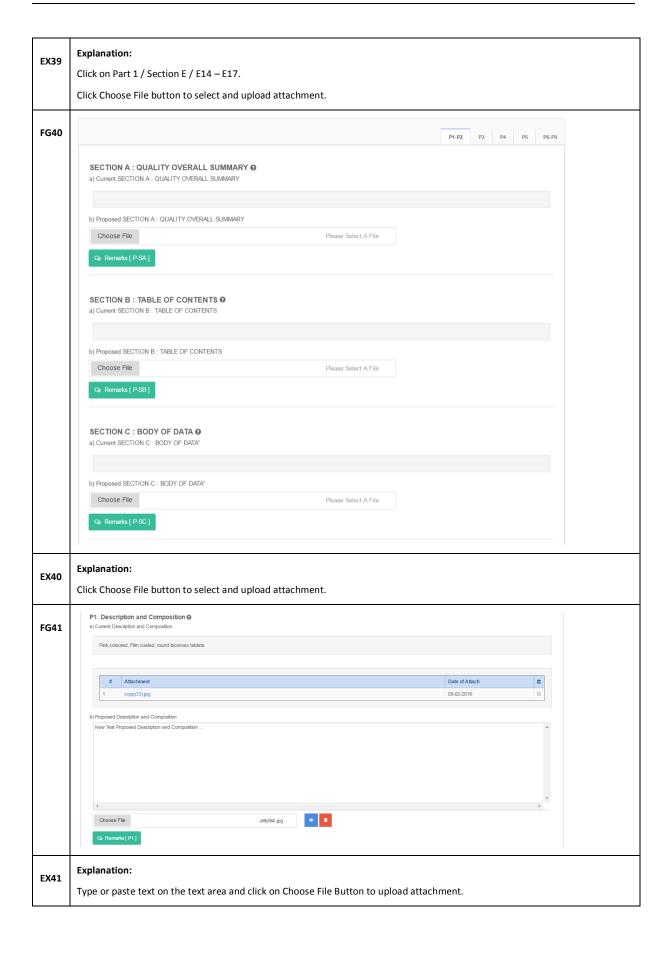








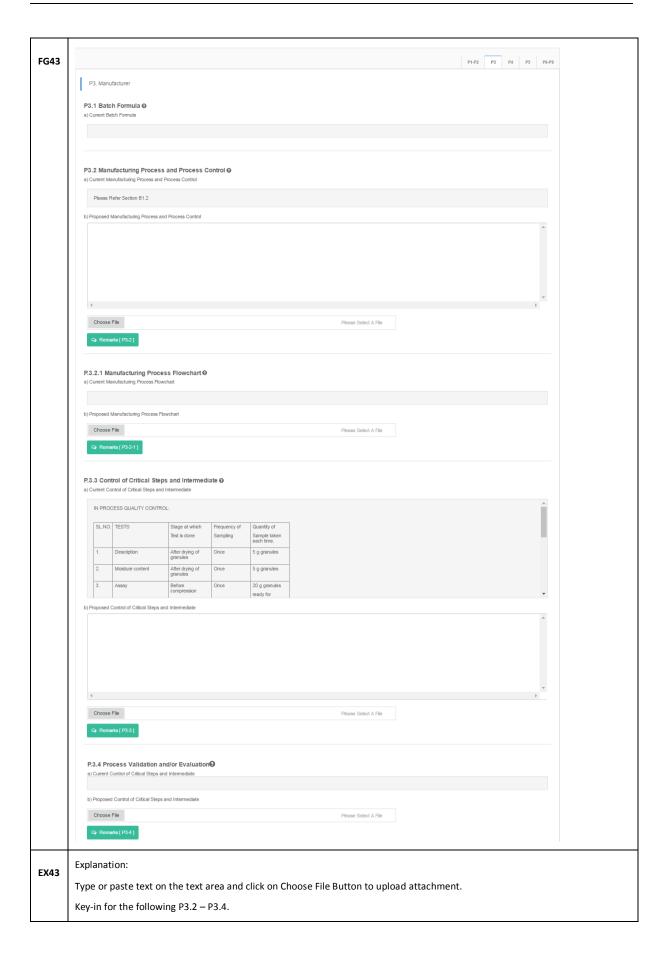




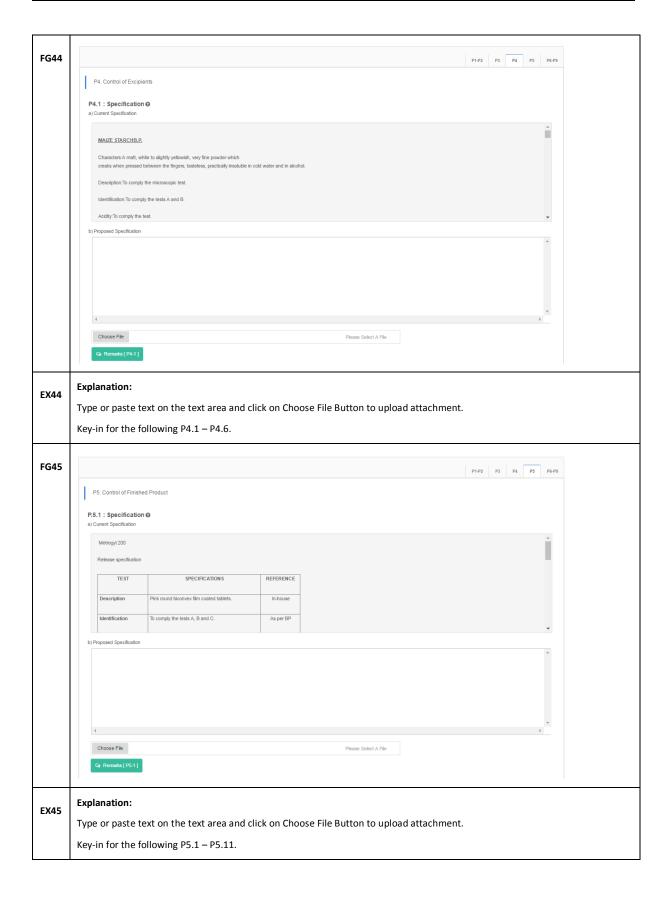




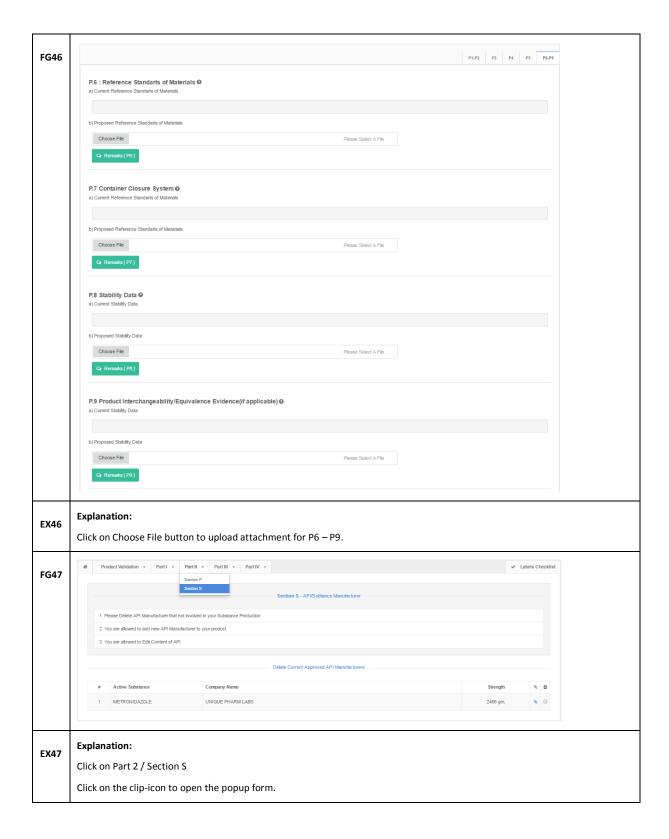




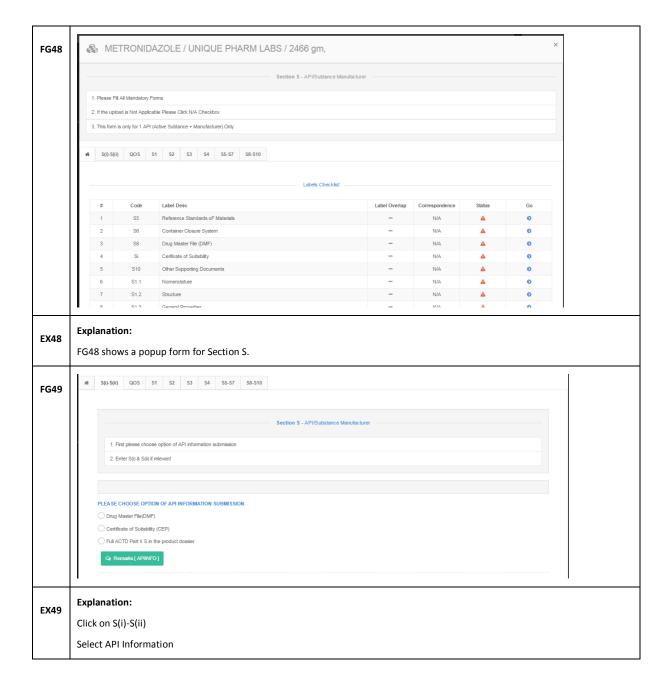








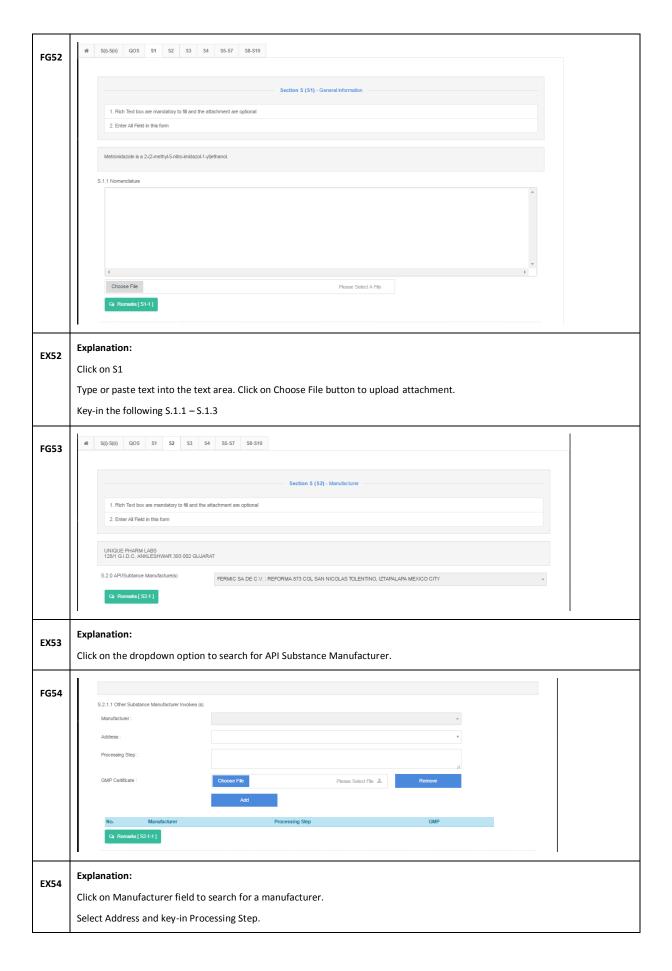




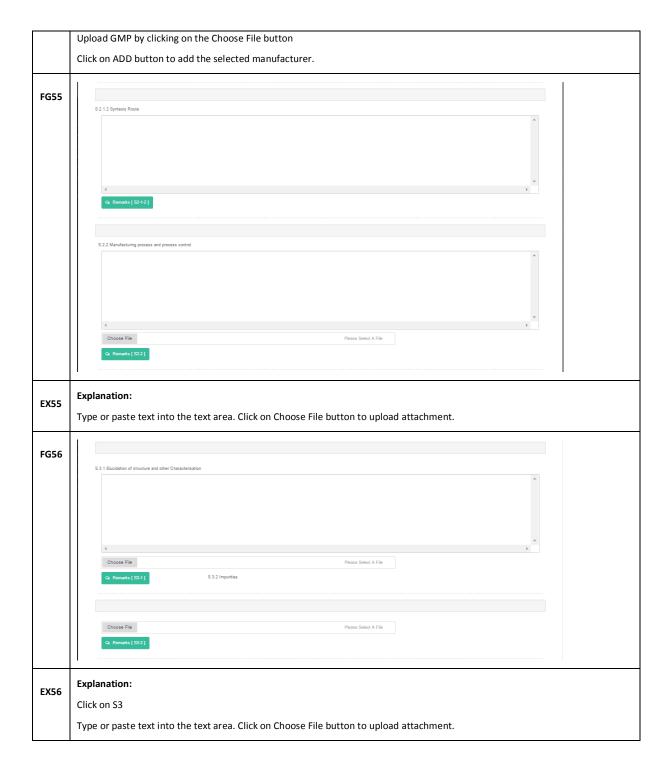




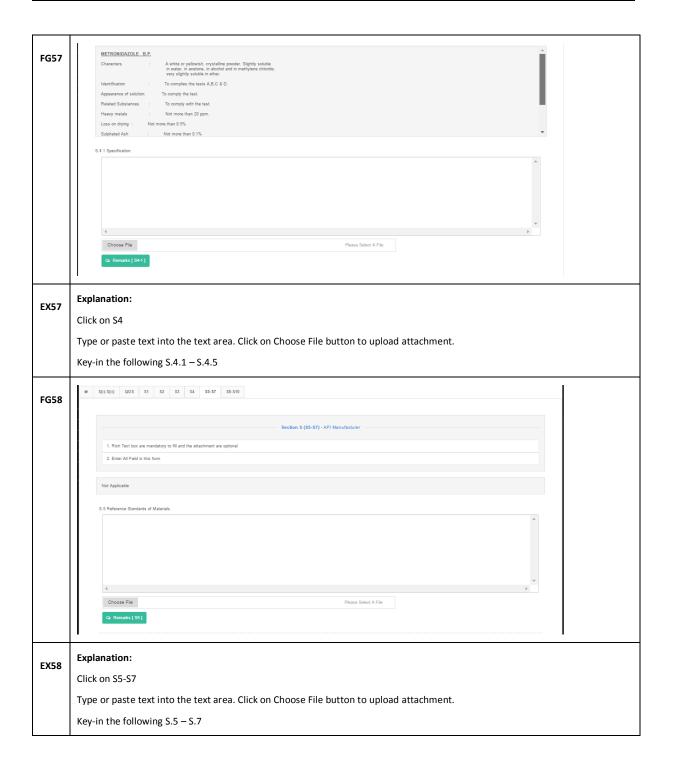




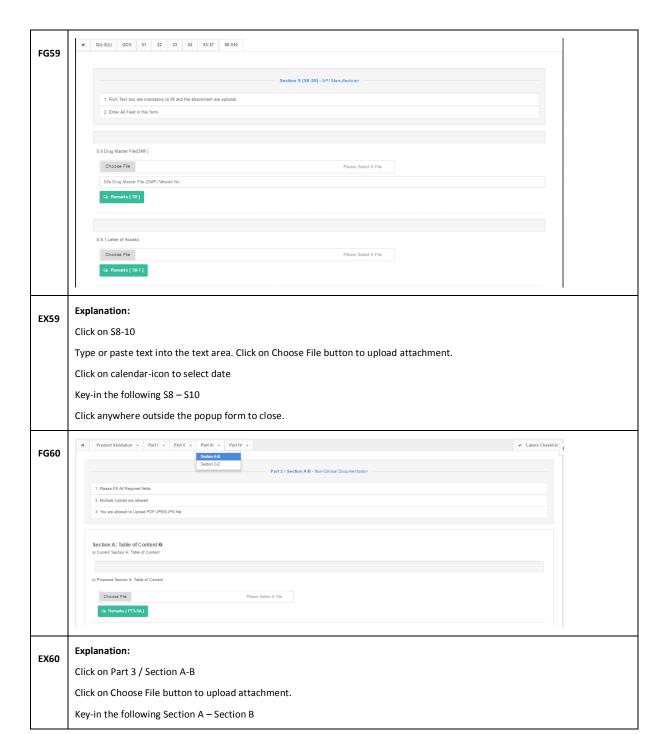




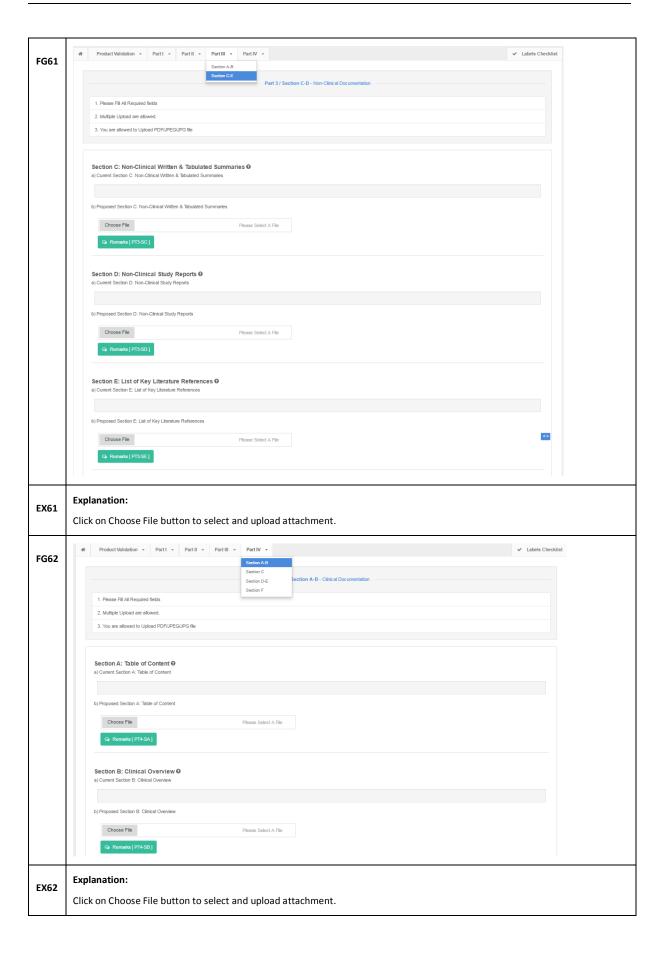




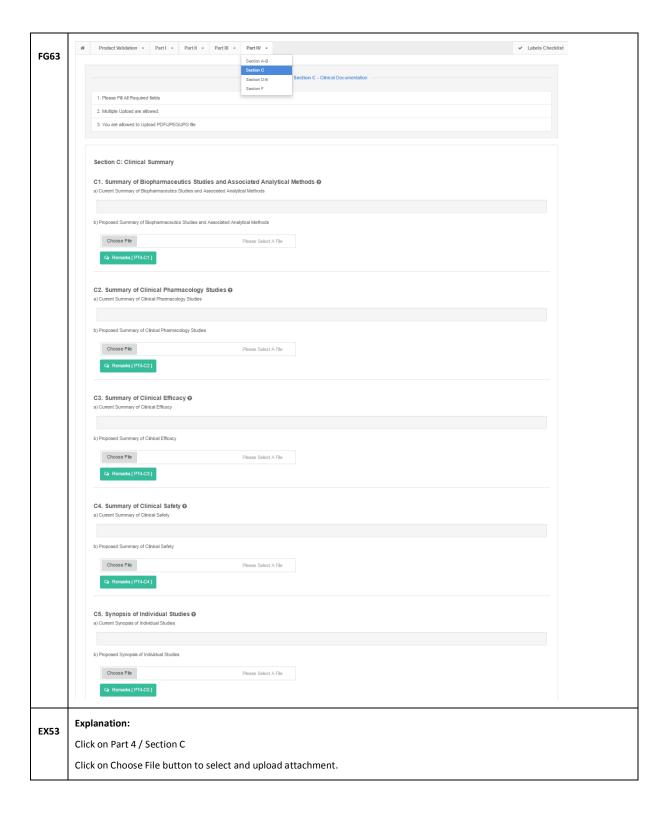




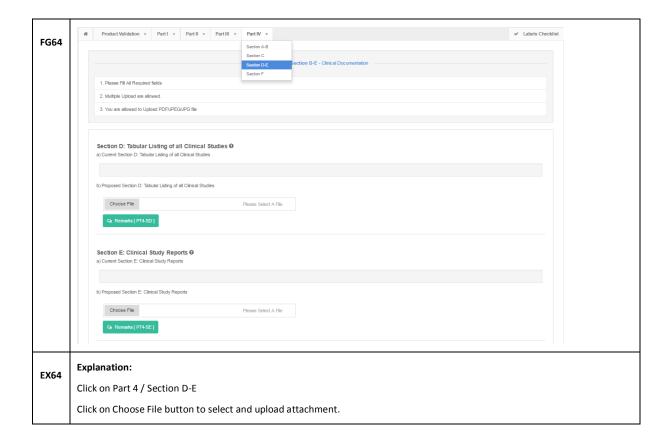




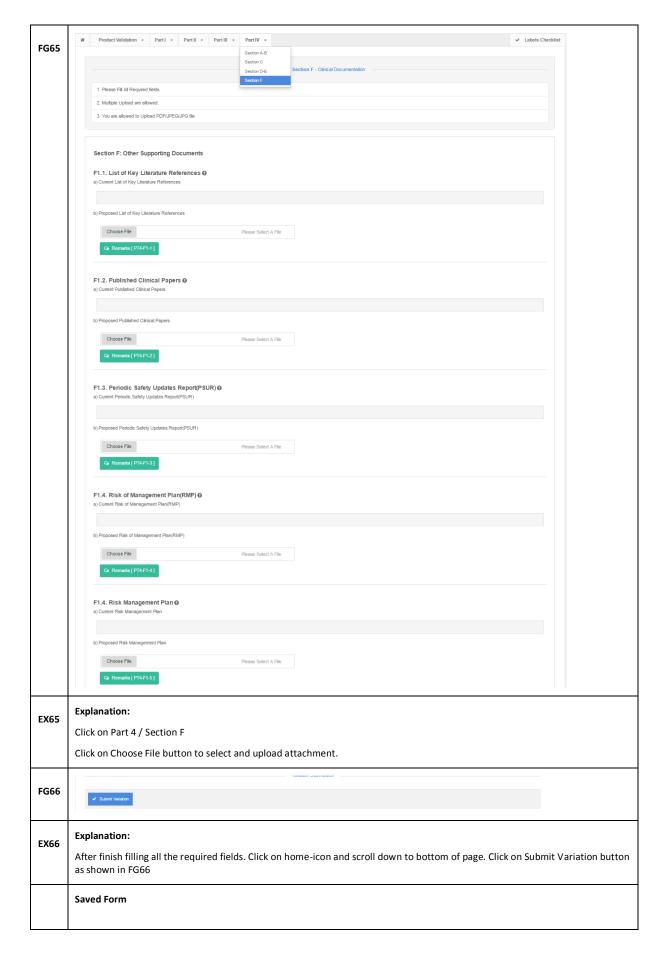




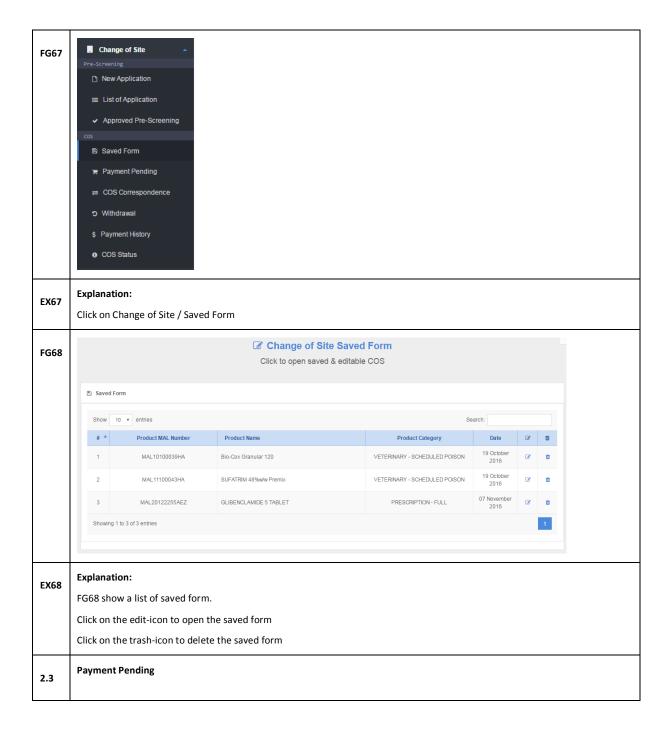




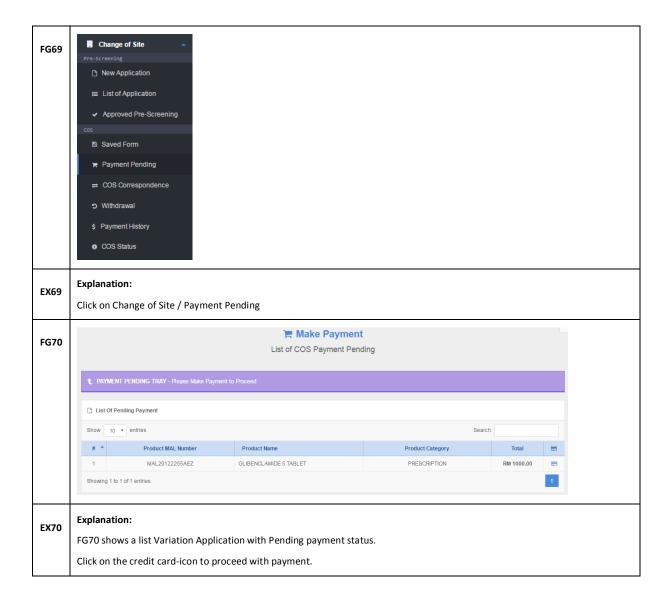




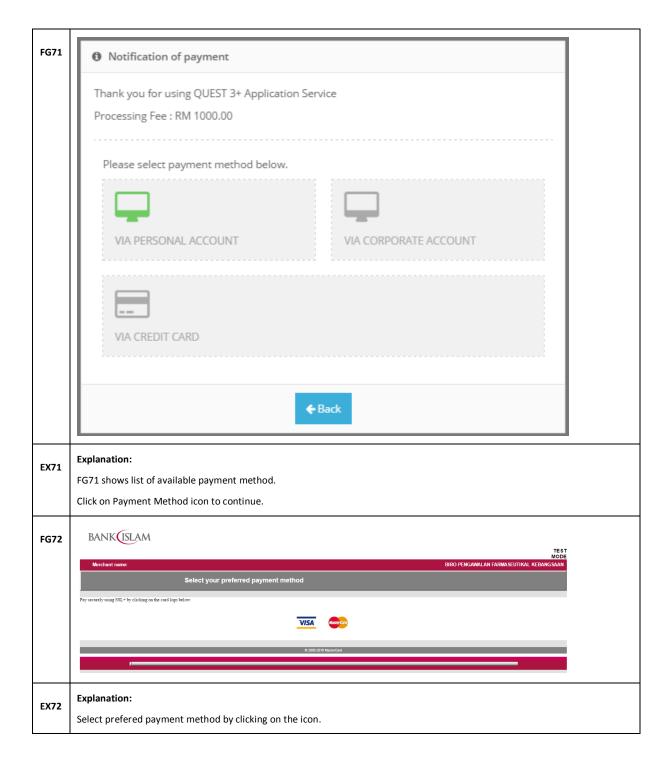




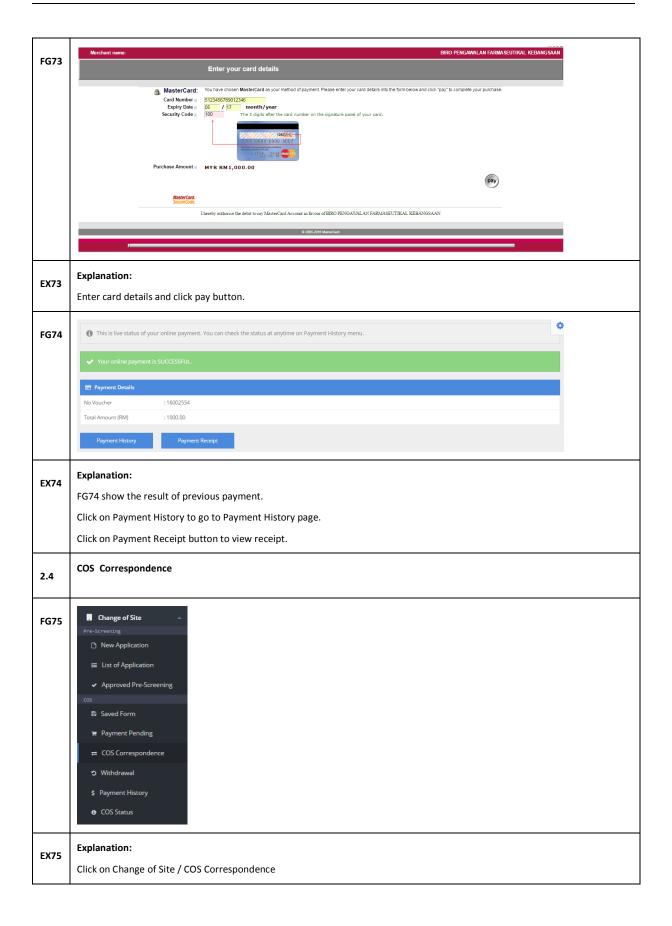




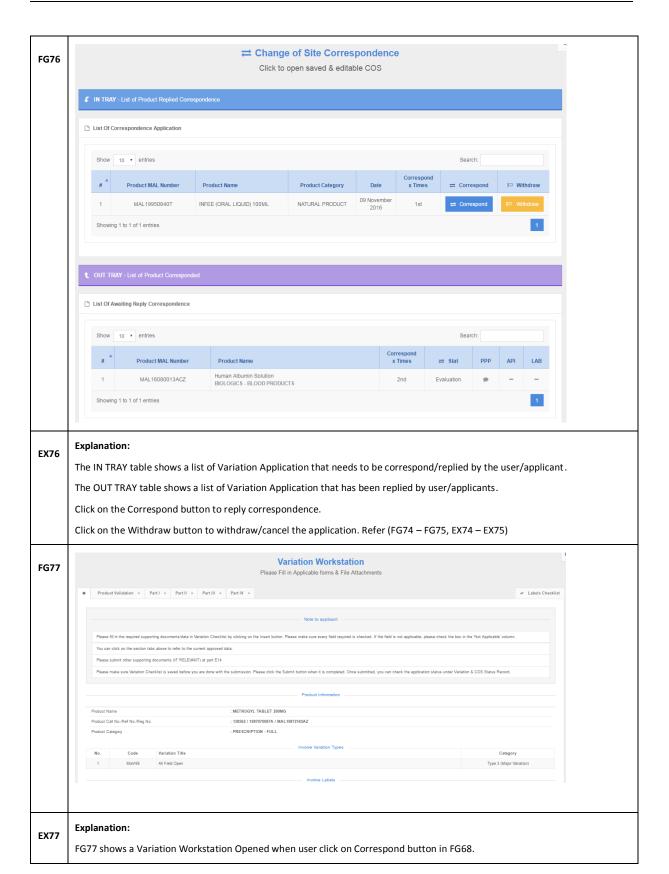




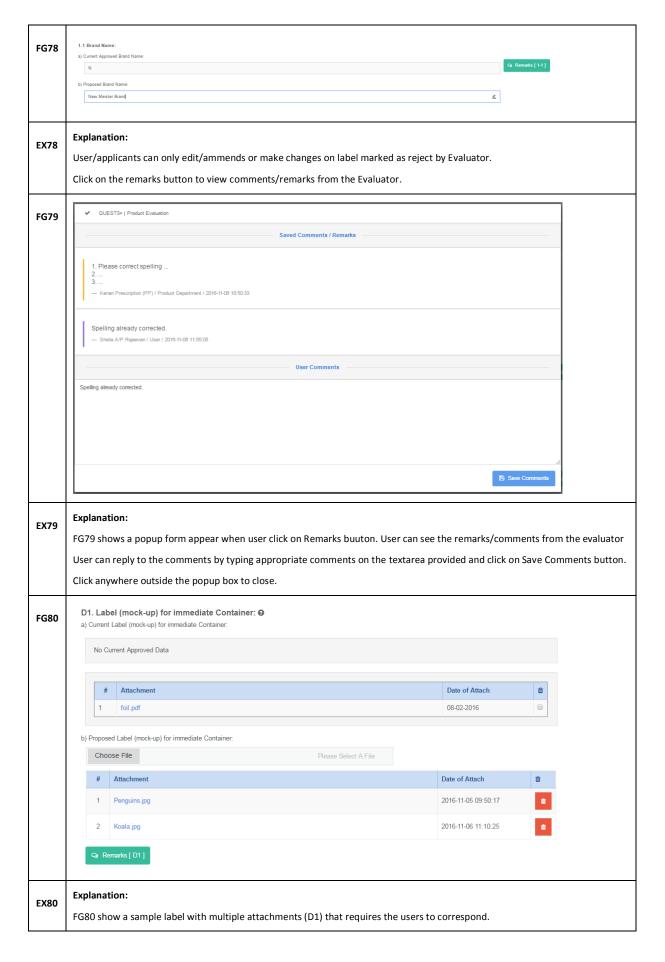




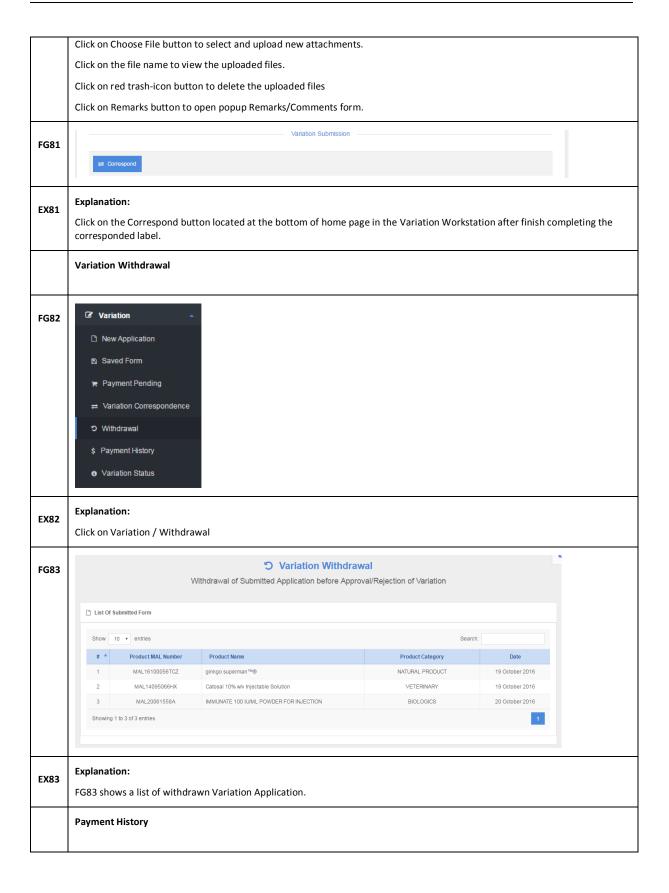




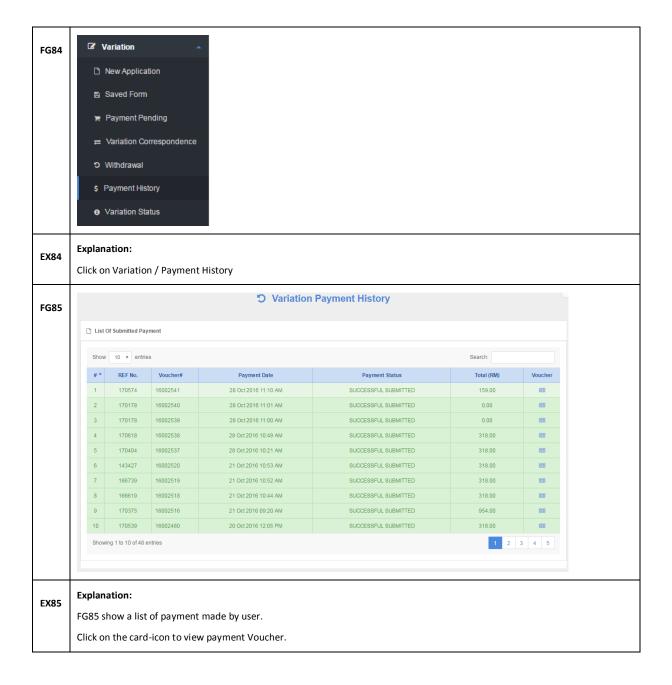




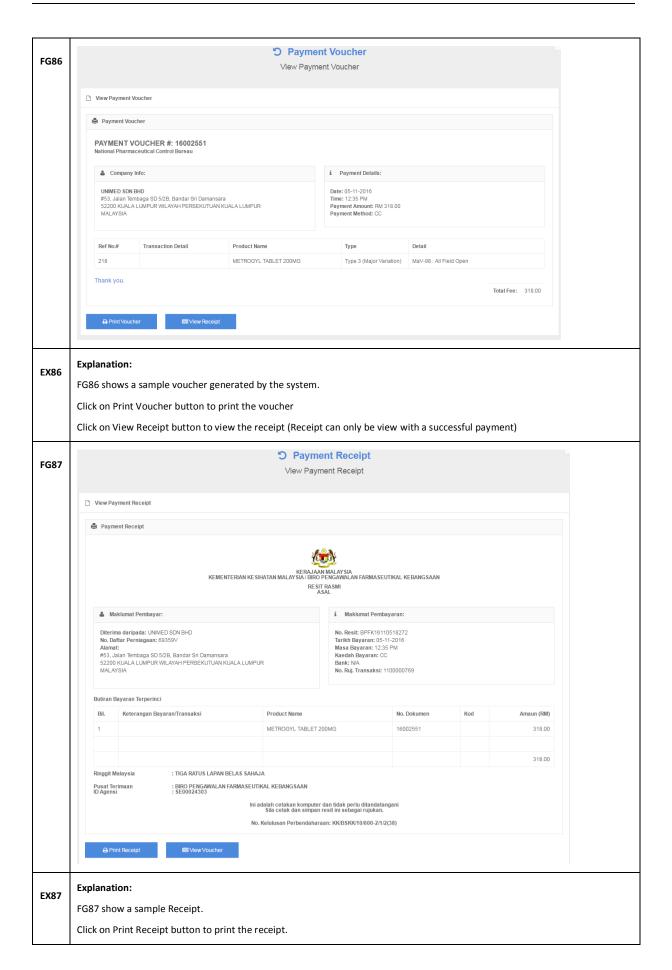




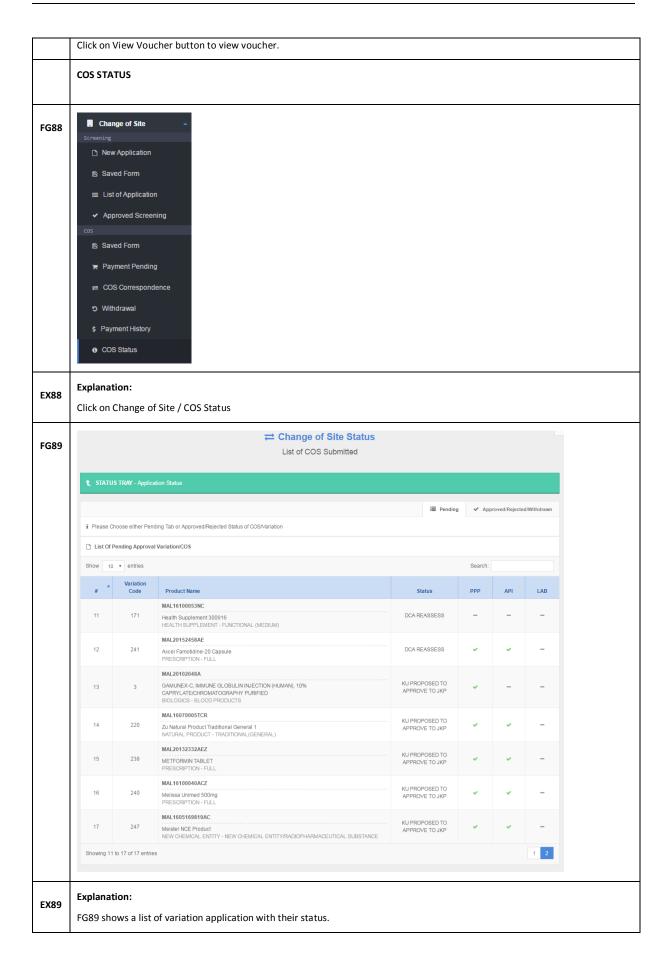














Click on Approved/Withdrawn/Rejected tab button to view Approved, Withdrawn, or Rejected variation application.