

# وزارة البيئة والمياه والزراعة Ministry of Environment Water & Agriculture

Kingdom of Saudi Arabia المملكة العربية السعودية

## General Administration of Information Technology and Digital Transformation

# Manual for the use of the Pets export permission service



Name of the service	Manual for the use of the Pets export permission service
service type	Essential
Service rating	Major
Beneficiary	Individuals / Business
The service provider	Ministry of Environment, Water and Agriculture - Livestock Department
Service fee	Free
Current service maturity level	Integrative
The highest level of service maturity	Integrative
Channels providing the service	The online portal of the Ministry of Environment, Water and Agriculture
Link to the services portal	
Service link	
Requirements and conditions for obtaining the service	<ol> <li>The exporter must obtain the export permission at least one month before the consignment is shipped and presented.</li> <li>All shipments that arrive at the ports of exiting from the Kingdom of Saudi Arabia at least 15 days before the date of the export permit, the consignment will not be allowed to exit the Kingdom.</li> <li>The Ministry of Environment, Water and Agriculture has the right to impose an additional condition in order to prevent diseases from entering the country.</li> </ol>



### 1. Service in brief:

This service allows citizens and companies to request approval and obtain a permit to export Pets.

### 2. User screens:

- 1. Terms and Conditions.
- 2. Basic data.
- 3. Order details
- 4. Attachments

### 3. <u>Steps for using the service-:</u>

Entering the ministry page and then reviewing the electronic services as shown in the following figure:



Then click on the service "Permission for exporting Pets" from the livestock services, as shown in the following figure:



<u></u>	A 19	<u></u>	<u></u>
Application for Pets Imports	Application for Rodents and Rabbits Imports	Applicationto Import Hatching Eggs and Chicks	Application to Import Live Birds
service details	service details	service details	Service detail
<u></u>	<u>e</u>		
Application to Import Livestock	Export faicons or hawks.		
service details	service details		

# Then click on the Service Request button to apply for the service as shown in the following figure:





Login screen:After clicking on the button,

Request Service

the login

screen for the Anaam platform will be displayed as shown in the following figure:

### The user enters his username and password, then presses enter.



### The system displays the main screen as shown in the following figure:

	=				ة والمياه والزراعة Ministry of Environment Wat	er & Agriculture
				The nation	al plan to improve the livestock sector	
			بي	ليس لديك سجل المر		
	Request Types	Import Dans	acto			
3 Import Request	Import Requests	•		•		
Export Request	A Request No	<b>▼</b> Туре	▼ Status ▼	Request Date Y Notes	▼ Reason	
Export Request/ Eggs	< 26255	Import Request/ Livestock	Not Completed	2021/06/14		
	4 0/470	(mant Descet/ Fee	Mat Consisted	2024/06/42		
	<	Import Request/ Eggs	Not Completed	2021/06/15		
	4 25947	Import Request/ Horses	Refused By Branch	2021/06/09		احتبار
	4					
Export Request/ Product Animal	<ul> <li>4</li> </ul>					
Export Request/ Animal Waste	<ul> <li></li> </ul>					
Export Request/ Scientific And Research	<ul> <li>*</li> </ul>					
Export Request/ Animal Semen	4					
Export Request/ Flame And Base Opening	•					
Expert Request/ Animal Tools						
Export Request/Veterinary Devices						
Export Request/ Veterinary Diagnosis						
	•					
	<					
	<					
	•				the second s	Support
Entry And Exit Deswort			Copyright @2019 Ministry	of Environment, Water and Agriculture General adm	ninistration of Information Technology	



Then the user will click on Export Services and then click on Falcon Export Permission Service, as shown in the following figure:

		$\equiv$						والمياه والزراعة Ministry of Environment Wi	وزارة البيئة ster & Agriculture
							The national p	plan to improve the livestock sector	
					ربي ربي	لديك سجل الم	ليس ا		
		Request Types		Import Requ	ests				
3 Import Request		Import Requests	•	All		•			
Export Request		Request No 🔻 T	ype		▼ Status ▼	Request Date	▼ Notes	▼ Reason	T
Export Request/ Eggs	•	26255	Import Request	/ Livestock	Not Completed	2021/06/14		194	
		26173	Import Reque	est/ Eggs	Not Completed	2021/06/13			
Export Request/ Pets		25947	Import Reques	t/ Horses	Refused By Branch	2021/06/09			احتبار
Export Request/ Animal Waste									
Export Request/ Scientific And Research									
Export Request/ Animal Tools									
Export Request/ Veterinary Devices									
Expert Request Veterinary Diagnosis									
Export Request/ Horses Semen									
Export Request/ Horses (permanent)									
Export Request/ Aquatic Organisms									
					Company 02010 Marine	of Environment Manag	and Anticulture General admini-	andian of Information Technology.	Support
Entry And Exit Request	•				Copyright @2019 Ministry	or environment, Water	and Agriculture General admini	stration of information Technology	

#### **Terms and Conditions screen:**

The system displays the terms and conditions screen for the service as it appears as follows:

اه والزراعة Metery of Evene	وزارة البيئة والم went Water & Agriculture
The national plan	to improve the livestock sector
Export Requests * Export Request/ Pets	100
Export Request/ Pets	1.00
Terms And Conditions	1
	Terms And Conditions
	O Main Data
	Request Detail
	Attachments
	Next
The terms and conditions of the service have been reviewed and the instructions approved	
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**Basic data screen:** 



After agreeing to the terms and conditions and then pressing Next, the basic data screen appears as follows:

E					<b>میاہ والزراعۃ</b> Ministry of Environm	وزارة البيئة وال ent Water & Agriculture
						The national plan to imp
Export Requests > Export Request/ Product Animal						
Export Request/ Product Animal						
Export Information						
Export Name		The Address		Mobile No		Terms And Conditions
						😳 Main Data
Fax No		E-Mail				Request Detail
						Attachments
						Next
Entity Information						Previous
Region		Governorate				
Select	•	Select		Ÿ		
Office						
Select	*					
Datails About Consimment						Support
Salart	•	Select		Y.		
Office						
Select	Ŧ					
Details About Consignment						
Exit Date		Exirt Port				
	C2	Select	•			
Exporter Details						
Exporter Name		Identity Number/CR Number/Passport		Mobile No		
Fax No		E-Mail		Address		
		me@example.com				
Transport Mode		Shared Transporter				
Select	•	Select	•			
		Copyright @2019 Minis	stry of	Environment, Water and Agriculture General administration of In	formation Technology	Support

### Order details screen:

After entering the basic information related to the order and then pressing Next, the order details screen is displayed as shown in the following figure:



≡							<mark>عياه والزراعة</mark> Ministry of Environm	وزارة البيئة واله ent Water & Agriculture
								The national plan to improve
Export Requests > Export Request/ Pets								
Export Request/ Pets								
Request Detail								
Import Country		Origion Country			Туре			Terms And Conditions
Niger	•	Nicaragua		•	Cats		•	Main Data
Name		Kind			Count			Request Detail
								O Attachments
								Next
ומומס +								Previous
E.Country O.Cou	untry Typ	e	Name	Kind		Count	Delete	
								Support
Location								

#### Attachments screen:

After entering the application details and then clicking Next, the Attachments screen appears to attach the attachments to the application as it appears as follows:

**Previous button** : It allows the user to go back to the previous pages of the request and modify the data before sending.

Submit request button: Allows the user to send the request and a message that the transmission was successful appears.

					وزارة البيئة والمياه والزراعة Ministry of Environment Water & Agriculture
					The national plan to improve
ort Requests > Export Request/ Pets					
port Request/ Pets					
Attachments					
<b>7</b>	Demind	Attack Mana	Allesberrete		Terms And Conditions
Commercial Register / National ID	Ves	Attach Name	Press to Select Attachment	@ View	Main Data
Import permit or approval from the importing country	Yes		Press to Select Attachment	@ View	Request Detail
The health conditions required by the importing country	Yes		Press to Select Attachment	@ View	Attachments
pet health report	Yes		Press to Select Attachment	( View	Send Request
					Previous
Notes					
					Support