

# IDA IN BRIEF



# Preface

Dear valued investor, this guide is published to support your kind self and facilitate your mission through high quality of processes and services provided according to international standards.

Our strong belief in an efficient public private communication and continuous collaboration is the main reasons behind publishing this guide, which acts as a communication tool between the investor and IDA. In this guide, investors can find our vision, mission, services, branches and our communication methods.

This guide is issued in accordance with the development and reform strategies that are being accomplished by the Arab Republic of Egypt.

The Industrial Development Authority is responsible for executing industrial policies set by Ministry of Trade and Industry. It works to encourage and attract industrial investments through setting and implementing policies to develop lands for industrial purposes and make them available to investors, and to simplify industrial licensing.

In line with Egypt's Vision 2030 and The Sustainable Development Strategy (SDS), IDA supports investors with fully established industrial units in all industrial sectors and governorates all over Egypt to promote investment and to boost economic growth.

Your suggestions and comments are highly appreciated for our continuous improvement.

Allah grants success  
IDA Chairman



# **Sustainable Industrial Development is a main Pillar in Achieving Egypt Vision 2030**



## About IDA

IDA is a governmental economic authority responsible for executing industrial policies set by the Ministry of Trade and Industry and its affiliated bodies, to stimulate and encourage investment in the industrial sector.

IDA is in charge of setting and implementing land development policies for industrial purposes, providing investors with land and facilitating procedures for obtaining industrial licenses.

## Vision

Promoting Industry in Egypt to be one of the leading Industrial countries in the MENA Region through: enhancing local manufacturing, expanding the Industries of high value added and high tech components, and creating an attractive business environment for both Arab and foreign investment.

## Mission

Developing and implementing strategies and mechanisms necessary for utilizing industrial zones, establishing specialized industrial complexes, and achieving the optimum utilization of available resources with the main aim to increase the value-added of the Egyptian industrial products.

## Our Strategic Goals

- Attracting more local and foreign investments.
- Restoring the industrial capabilities of creating new job opportunities.
- Increasing the contribution of the industrial sector in GDP and industrial export revenues.
- Enhancing local manufacturing.

# IDA Services and Activities

## 1- Availing Industrial Lands and Units

- allocation of industrial lands / units (through the investment map).
- resumption on land / utility allocation process.
- Addition of one or more plots of land / industrial unit.
- Ceding a land/industrial unit.
- Separation of lands and industrial units.
- Request to obtain an additional period to prove the seriousness of industrial lands / industrial units.

## 2- Engineering Services (Building Licenses)

- certificate of building validation.
- Building license (new, amending, adding, Elevation height increase,...).
- Request to obtain construction water/ electricity meter.
- Request to obtain utilities (electricity- water).
- Similitude for building licensee or its amendment.
- Similitude for design drawings or replica certificate.
- Request for special construction ratio / elevation.
- Letter to social security.
- Request of an administrative amendment or proof of concession of the license.
- Request for a technical modification of the building permit.
- Executive position document (governorate or authority).
- Request for renewing building permit.
- Request for reconciliation.
- Demolition permit.

## 3- Operating Licenses Services

- Issuing notification license (first time/ technical modification or administrative / annual follow-up).
- Issuing a pre-licensing system license (first time/ technical modification or administrative modification / annual follow-up).
- simulated copy /replica copy.
- Repeal of operating license.



## 4-Industrial Register Services and Approvals

- 1.Issuing notification license (first time/ technical modification or administrative / annual follow-up).
- 2.Simulated copy for permanent registrar certificate.
- 3.Issuing a translated registrar certificate.
- 4.Data certificate.
- 5.Replica certificate in case of losing the original one.
- 6.Issuing conditional industrial registrar certificate.
- 7.Repeal of industrial registrar.
- 8.Invoices approbations (approvals) regarding production lines (total or partial).
- 9.Invoices approbations ( approvals) for importing start-up 16% raw materials or production requirements.
- 10.Request for approbation regarding consumption rate of natural gas.
- 11.Renewing / amending the approval for the establishment of energy-intensive industrial facilities prior to the issuance of Law No. 15 of 2017.

## 5- Local Manufacturing services

- 1.Customs reductions for new products (that have not been studied before).
- 2.Customs reductions for previously studied products.
- 3.Temporary customs release letter.
- 4.Customs release letter to extend temporary release.
- 5.Simulated / replica for lost customs release letters.
- 6.Calculating the local value added ratio in order to issue the certificate of origin for new products.
- 7.Calculating the local value added ratio to issue the certificate of origin for previously studied products.
- 8.Identifying locally produced needs for government, authorities, public sector companies and the public business sector.
- 9.Identifying the percentage of the Egyptian component for governmental tenders.
- 10.Calculating the percentage of the Egyptian industrial component in manufactured products to obtain export subsidies.

## 6- Environment Protection Services

- 1.Customs release for chemical substances registered at ministry of trade and industry.
  - A-Shipments (already in the customs).
  - B-For trade companies (for industrial companies).
  - C-(Annual release of hazardous chemicals).
- 2.Environment protection services.
- 3.Identifying the annual needs of Hazardous chemicals substances for other competent authorities (Civil Protection - General Security - Central Administration for Pharmaceutical Affairs).
- 4.Letters of testimony to industrial companies importing waste authorized to be imported and not on the lists of waste prohibited, as a production requirement for these companies (e.g. plastic residues - paper ... etc.).
- 5.Receiving, reviewing and evaluating environmental supply studies for low-risk industrial activities (notification licensee system) and issuing environmental approvals.
- 6.Receiving, reviewing and evaluating environmental supply studies for high-risk industrial activities (pre licensing system).
- 7.Reconciliation of the conditions for high risk industrial companies established and operated before the Environmental Law.

## **Brief on Law No. 15 of 2017 of facilitating the procedures for granting licenses for industrial establishments and its executive regulations No. 1082 of 2017**

- The law and its executive regulations represent a quantum leap in the history of the Egyptian industry for the following reasons:
- Regulating the issuance of industrial licenses according to the degree of risks arising from practicing industrial activities. The law is specifically concerned with safety, environment, health and security.
- Overcoming all obstacles facing industrial development in Egypt through:
  1. Unifying the competent administrative authority dealing with investors to be IDA instead of a large number of agencies.
  2. Reducing the procedures for obtaining licenses to take one month at most instead of two years.
  3. Facilitating the requirements for obtaining licenses to be in accordance with the best international practices and standards.
  4. Activating decentralization by providing various services in IDA's branches, such as obtaining licenses.
  5. Speeding up procedures by their automation so that the investor can obtain all licensing services through IDA's electronic portal.



- Industrial licenses are issued for an indefinite period, and obtaining licenses is either through the notification licensing system for low-risk establishments, or the prior licensing system for high-risk establishments.
- In the notification licensing system, the investor notifies IDA that he has fulfilled all the conditions required to carry out his industrial activity. Accordingly, IDA issues the license within a period not exceeding one week. The investor has the right to start his activity as soon as he notifies IDA. IDA is obligated to inspect the establishment within a period not exceeding ninety days.
- While in the prior licensing system, the investor applies to obtain the license based on fulfilling all the requirements required to practice his activity, and IDA inspects the establishment within thirty days from the date of application and issues this license based on the inspection.
- The law and its regulations also provide the investor with the opportunity to seek the assistance of the accreditation offices registered at IDA to ensure that the requirements and documents necessary for obtaining licenses are met.
- The law provides special facilities for small and micro enterprises.
- The law regulates the work of grievance committees, each headed by a deputy of the President of the State Council, to consider grievances related to licenses and accreditation offices.

## About IDA Law no.95 of 2018 And Its Executive Regulations no.198 of 2021

The law stated that IDA is the responsible authority for regulating industrial activities in Egypt, managing its affairs, implementing industrial policies developed by the Ministry of Trade and Industry and its subsidiaries, setting and implementing land development policies for industrial purposes and making them available to investors, and Facilitating the issuance of industrial licenses.

Accordingly, IDA main role is to:

1. Review industrial legislations and develop required amendments and policies.
2. Develop studies and strategies for industrial development whether at a sectorial or geographical level. Additionally, follow-up and encourage their implementation.
3. Issue policies and strategies for the development of industrial zones, also undertakes necessary methodology for their development whether direct development or through licenses, development contracts or development contracts with the private sector.

4. Identify industrial activities and products, as well as associated service activities that are carried out in industrial zones in coordination with the Environmental Affairs Authority, the governorates, other governmental entities, and private sector entities, as well as the identification of industrial activities that are prohibited or those that may be engaged only on special terms.
5. IDA has established branches and offices all over Egypt, each with a sufficient number of qualified staff in different specializations.
6. IDA coordinates with the General Authority for Investment and Free Zones (GAFI) to ensure integrating the industrial map with the investment map and the absence of any conflict between them while presenting industrial investment opportunities to investors, and constantly following up on any update on the two maps whether by automation or by regular update every six months.

## Industrial Zones Support, Facilitation and Development Fund

Both the Presidential decree no.350 of 2005 and Law no. 95 of 2018 emphasize the role of IDA in promoting and encouraging investments in the industrial sector, not only that but also emphasize IDA's role in amplifying, implementing and developing policies for industrial purposes.

In light of the above, IDA has established a fund to support, embed infrastructure and develop industrial zones under the above-mentioned laws, with main mission to support land prices and service activities in the zone, which leads to enhancing the industrial zone ability to attract investments and achieve the vision of IDA in attaining comprehensive and sustainable industrial development in Egypt.

According to Article 16 of Law no. 95 of 2018, the fund role was articulated as follows:

First: embedding the infrastructure of the industrial zones (sewage, water, roads, electricity, natural gas... Etc.).

Second: supporting land prices, industrial production, and service activities in industrial zones.

Third: Supporting the policies that encourage industry in order to attract investments and to encourage the competitiveness of industrial zones.

The Fund has an independent legal personality, and its Board of Directors is formed pursuant to a decree issued by the Minister of Trade and industry as follows:

- IDA Chairman (President)
- Two Vice-Chairmen
- Representative of the Council of State
- Representative of the Ministry of Trade and Industry
- Representative of the Ministry of Finance
- Representative of the Ministry of Local Development
- Number of experts

# IDA Partners

## 1. Industrial Development Company (IDC)

- Industrial Development Company (IDC) was established in 2017 with the aim of being the executive arm of IDA for managing and developing industrial zones.
- Operations management (security and guarding - waste disposal - maintenance of green spaces) and infrastructure maintenance of industrial zones or complexes.
- Providing various services in each industrial zone/complex (logistics - production development - training - marketing).

## 2. Accreditation offices

Accreditation offices are for reviewing and evaluating the requirements collected in establishments licenses (published on IDA's website).

## 3. Industrial developers

The industrial developers are private sector companies to which IDA has provided lands through international bids for: -

- Facilitating and developing industrial zones (roads - water - sewage - electricity - gas ... etc.), managing industrial zones, providing logistical and security services and maintenance work, as well as marketing and promoting industrial complexes locally and internationally.

# IDA Website

IDA has created a website that includes all its services in order to attract more investments and inform the industrial community about the most important events, news and facilitations provided by IDA to ensure high performance, provide services efficiently and attract more domestic and foreign investments to the Egyptian market during the next phase.

الرئيسية عن الهيئة خدمات المستثمرين تطوير المناطق المركز الإعلامي أبحاث

IDA Industrial Development Authority  
الهيئة العامة للتنمية الصناعية  
EGE

**عن الهيئة**

الهيئة العامة للتنمية الصناعية مسؤولة عن تنفيذ السياسات الصناعية التي وضعتها وزارة التجارة والصناعة لتحفيز وتشجيع الاستثمار في القطاع الصناعي ووضع وتنفيذ سياسات تنمية الأراضي للأغراض الصناعية وإلحاقها للمستثمرين، وتسهيل وتسريع إجراءات الحصول على التراخيص الصناعية.

**الخدمات الإلكترونية**

في إطار حرص الهيئة العامة للتنمية الصناعية على تقديم كافة التيسيرات الممكنة للمساعدة المستثمرين، يسعدنا أن نقدم خدمات الهيئة الإلكترونية والتي ستساهم بشكل فعال في اختصار الوقت والجهد واتتالي دعم القطاع الصناعي المصري وهو محور عمل الهيئة.....

← الخدمات الإلكترونية

منصة الطلبات والعروض APiP المطور الصناعي طرح الوحدات/الأراضي / المجمعات الصناعية دليل ممارسة النشاط الصناعي خريطة الاستثمار الصناعي



# Customer Service Center (CSC)

The customer service center was established to be one of the tools of serving investors by responding to inquiries or receiving complaints or suggestions to improve the quality of IDA services.

## CSC Services

- Enabling investors to contact IDA and get information at any time.
- Providing all information about IDA services, establishing an industrial project and the documents necessary for that.
- Providing investors with any information at any time and by the easiest means.
- Informing investors with information about the status of their service at any time.
- Contributing to the service delivery improvement.
- Resolving investors complains in the shortest time.

## Contacts

1. Hotline: 19780
2. Cabinet Complaints Portal
3. IDA official page on Facebook



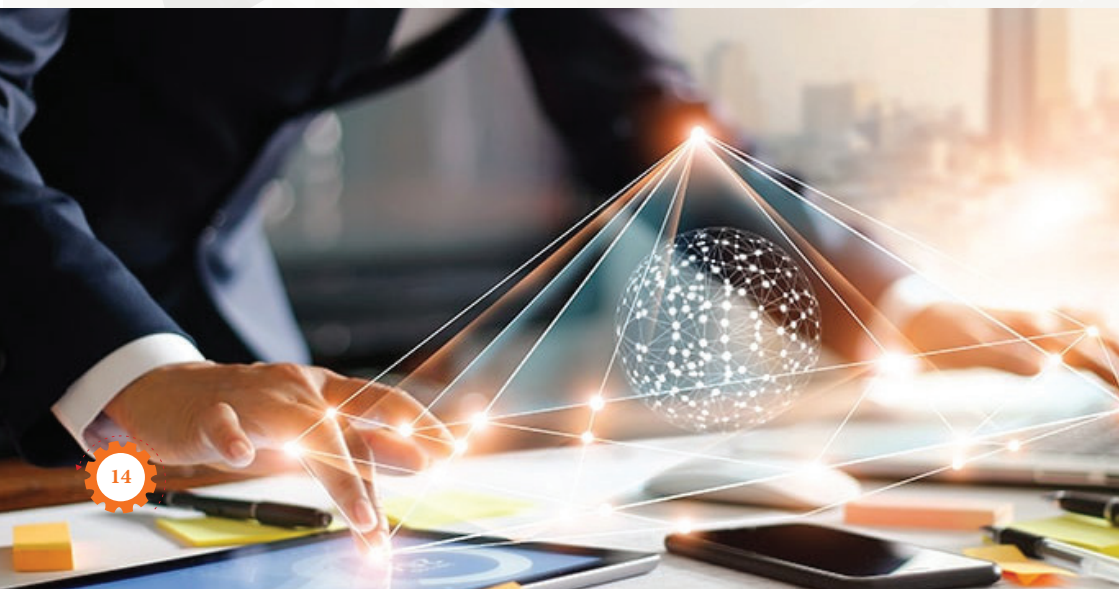
# Services Provided by IDA Branches and Offices

## Operating license Services

- Issuing industrial licenses with a notification system (first time/ technical or administrative modification/ annual follow-up).
- Issuing pre-licenses (first time/ technical or administrative modification/ annual follow-up)
- Lost/damaged allowances/ mirror images
- Annulment of operating licenses

## Industrial Register Services

- Issuing notification license (first time/technical modification or administrative / annual follow-up).
- Simulated copy for permanent register certificate.
- Issuing a translated register certificate.
- Data certificate.
- Replica certificate in case of losing the original one.
- Issuing conditional industrial register certificate.
- Repeal of industrial register.
- Invoices approbations (approvals) regarding production lines (total or partial).
- Invoices approbations ( approvals) for importing start-up 16% raw materials or production requirements.
- Request for approbation regarding consumption rate of natural gas.



# IDA Branches

No.	Branch Name	Address
1	5th settlement	42 Al-Salam axis – New Cairo
2	Downtown Cairo (Opera)	Cairo Governorate Administrative Building - Inside The Excellence Center for Merchant Services in Cairo Chamber of Commerce in front of the statue of Ibrahim Pasha - First Floor
3	Salah Salem	Investment services complex- ministry of investment building- Salah Salem- Cairo
4	Federation of Egyptian Industries (FEI)	FEI Building (Maspero)
5	6th of October (Dream)	Media Production City Investment Services Complex
6	10th of Ramadan (east delta branch)	10th of Ramadan city investors association building- in front of El-Kafrawi park
7	El- Sadat (central delta branch)	Menoufia Governorate Services Complex (Axis of The 7th Industrial Zone - Kafr Daoud-Sadat Regional Road)
8	Alexandria	Free zone investment services complex- Al Ameriya
9	Al Mahalla Al Kubra	Industrial complex in the second district - next to the fishing club
10	Ismailia (canal branch)	Investment services complex- Kortoba tower, in front of the courts complex
11	Port said	Investment Services Complex - Port Said - Mohammed Ali Street
12	Assiut	Investment Services Complex in Assiut General Office - 7th Floor

## IDA Branches

No.	Branch Name	Address
13	Sohag	Sohag Investment Services Complex next to the post office building on the second floor
14	Beni Suef	Industrial complex in Bayda al-Arab area - administrative building - second floor - Beni Suef governorate
15	Badr	Town Center Mall, Plot 37/2, First District Services Center, Opposite Youth Center, Next to Badr Al-Azhar Institute, Badr City, Cairo.
16	Zagazig	City Council Building - 2 Mahmoud Fahmy Al-Nokrashi Street - Hariri Section
17	Quesna	The administrative building in Mubarak Industrial Zone
18	Mansoura	Dakahlia Governorate building – Entrance 6 – 3th floor
19	El Minya	Al Minya Investment Services Complex in Al Matahra East
20	Qena	Al Mawkaaf Street - Investment Services Center next to the Civil Status Authority
21	Red sea	Facilities and network center – ground floor - next to the building of the electricity distribution company
22	Luxor	Governorate General Office (4th floor)
23	New valley	New Valley General Office - ground floor - in front of public relations office
24	Aswan	Aswan Governorate Public Court Building - 5th Floor
25	Kafr El sheikh	Governorate General office, Investment Authority Administration Building, third floor
26	Alexandria (Beheira)	New Housing Directorate Building, Second floor

# IDA Offices

No.	Office Name	Address
1	6th of October (CPC)	Investment Services Complex in Industrial Developer zone (CPC) – 6th of October
2	Damietta	New Damietta - First District Adjacent 5th Building No. (4) Apartment (3)
3	Gamasa	Business facilitation office – Gamasa industrial zone – Dakahlia
4	El Arish	Governorate building no.2



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