

**Halal Quality Control**

**Application Form**

Please ensure that you provide as much information as possible.

In case you are not able to answer a question, please mention ‘n.a.’

If a question is unclear, please contact a staff member for assistance before providing an answer.

|  |  |  |
| --- | --- | --- |
| 1 | Company Name: |  |
| 2 | Company Representative: |  |
| 3 | Halal Manager (if any): |  |
| 4 | Date of Request: |  |

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| --- | --- | --- | --- |
| **Section 1: Manufacturing Plant Details** | **1** | **Official Company Name(s)** |       |
|  | 2 | Contact person **Name, Email, Telephone number** |                   |
|  | 3 | Address of the Manufacturing Plant(s)**Street, Postal Code, City/State, Country** | 1:       2:       3:       4:      [ ]  More than 4 (please send a separate annex) |
|  | 4 | Legal Entity Title |        **Example: Ltd, SA, SPA, BV, GMBH, AS, NV** |
|  | 5 | VAT/Tax/BTW Number |       |
|  | 6 | Business Registration Number |       |
|  | 7 | Your Sector**Please see notes underneath this page** | [ ]  Meat Abattoir [[1]](#footnote-1)[ ]  Meat Processing Plant [[2]](#footnote-2)[ ]  Manufacturing including Animal Derived Materials[[3]](#footnote-3)[ ]  Dairy and/or Egg Farming or Processing [ ]  Bakery and/or Confectionery[ ]  Beverages[ ]  Oils[ ]  Non-Edible Foods or Non-consumable Liquids[[4]](#footnote-4)[ ] Spices and/or Sauces[ ] Flavoring[[5]](#footnote-5)[ ] (Synthetic) Chemicals[ ] Cosmetics[ ] Trading or Private Labeling[ ] Warehousing and/or Storage[ ] Catering[ ]  Other       |  |
| **Section 2: General Information** | **1** | **Certification Category**  |       **Please see Annex 1** |
|  | 2 | Scope of Activities**Please describe your production activities**  |        |
|  | 3 | EG or EC Number(s) if applicable |                         |
|  | 4 | Description of the products or materials destined for Halal certification |       |
|  | 5 | Estimated amount of items required for Halal certification**The estimated amount of (end) products which will be mentioned on a Halal certificate.****Only per product code or product formulation.** | [ ]  1-10[ ]  11-20[ ]  21-50[ ]  51-100[ ]  101-500[ ]  Other       |
|  | 6 | Estimated quantity in kilogram, tons, or liters of Halal produced goods |       [ ] KG [ ] Liter [ ] Ton [ ] Other |
|  | 7 | Export Region(s)  | [ ]  United Arab Emirates [ ]  Turkey [ ]  Saudi Arabia [ ]  Egypt[ ]  Qatar [ ]  Pakistan[ ]  Middle East [ ]  Indonesia[ ]  Europe [ ]  Malaysia [ ]  North Africa [ ]  Singapore[ ]  Other       |
|  | 8 | Preferred Language |       |
|  | 9 | Total amount of sites |        |
|  | 10 | Number of employees including external and temporary staff |       Employees working at the Facility |
|  | 11 | Outsourced manufacturing activities or processes if any |       |
|  | 12 | Applicable or preffered Halal Standard if any or if known | [ ]  JAKIM HAS 1500:2019 [ ]  SMIIC 1:2019 [ ]  GSO 2055-1 [ ]  MUI HAS 23201 [ ]  UAE.S 2055-1 [ ]  UnknownRemarks:       |
|  | 13 | Owner or main shareholder of the applicant (if owned by a group or another holding) |       |

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| **Section 3: Additional Information**  | 1 | Contact Person Quality Department **Name, Email, Telephone number** |                   |
| 1.1 | Does the company hold any Food Safety Management System certification? | [ ]  Yes [ ]  No Remarks:       |
| 2 | Has the company been awarded a Halal certification before? | [ ]  Yes [ ]  No Remarks:       |
| 3 | Is the company currently Halal certified? | [ ]  Yes [ ]  No Remarks:       |
| 4 | Has the company received a Halal training or consultancy before?  | [ ]  Yes [ ]  No Remarks:       |
| 5 | Has the company been consulted on Halal certification?  | [ ]  Yes [ ]  No  Remarks:       |
| 6 | Has the company been rejected Halal certification before? | [ ]  Yes [ ]  No  Remarks:       |
|  | **Optional Questions (7 – 20)** | **Optional Questions (7 – 19)** |
| 7 | Is the company free from any type of meats or meat derivatives?  | [ ]  Yes [ ]  No Remarks:        |
| 8 | Does the company handle, process, or distributes any porcine (pork) within its facility? | [ ]  Yes [ ]  No [ ]  Not applicable Remarks:         |
| 9 | If the company does have any fresh, processed, or frozen meats within its facility, which meats are these? | Remarks:       [ ]  Not applicable [ ]  |
| 10 | Does the company handle, process, or distribute any type of animal derived materials within its facility?If yes, please describe | [ ]  Yes [ ]  No [ ]  Not applicable Remarks:        |
| 11 | Is any amount of alcohol present in your final product? | [ ]  Yes [ ]  No [ ]  Not applicable Remarks:         |
| 12 | Is any amount of alcohol used during the manufacturing of your end product? | [ ]  Yes [ ]  No [ ]  Not applicable Remarks:        |
| 13 | Is any alcohol used during the cleaning process? | [ ]  Yes [ ]  No [ ]  Not applicable Remarks:         |
| 14 | Does the company manufacture its own products?**If not, please describe who is the manufacturing party** | [ ]  Yes [ ]  No Remarks:         |
| 15 | Is the company a private label holder?**Applicable if your company outsources the production to another party**  | [ ]  Yes [ ]  No [ ]  Not applicable Remarks:         |
| 16 | Does the company outsource any production activities? | [ ]  Yes [ ]  No [ ]  Not applicable  Remarks:         |
| 17 | Does the company have dedicated days for Halal productions? | [ ]  Yes [ ]  No [ ]  Not applicable Remarks:        |
| 18 | Does the company have a separate area for Halal productions? | [ ]  Yes [ ]  No [ ]  Not applicable  Remarks:        |
| 19 | Does the company have supplisers which are Halal certified? | [ ]  Yes [ ]  No [ ]  Not applicable Remarks:        |
| 20 | Do you have a contact person within the Halal Quality Control Group? | Contact Person:       Country:       |

**Section 4: Approval and Signatory of the Application Form**

Name and function of the signatory:

**……………………………..**

***(Company stamp and signature)***

**Application Form Commitment**

By providing this Application Form, I have read and made sure that the information provided is true and to the best of my knowledge. I agree that the service provider may request additional documentation if information is missing or is unclear

**Data Confidentiality Commitment**

All the above information is confidential and will be used as such and only for the official purpose of applying a request for Halal Certification trough Halal Quality Control



**Section 5:**

**Application Review**

Note: only to be filled in by a staff member of Halal Quality Control

|  |  |  |
| --- | --- | --- |
| 1 | Name of Reviewer: |  |
| 2 | Name of the Islamic Affairs Expert (optional): |  |
| 3 | Date of Review: |  |
| 4 | Version or Reference (if any): |  |

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| **Application Review** |
| The Application Review is to be filled in by staff members of Halal Quality Control.No third parties or applicants are allowed to review the application. |
| **Results of the Application Form Review**As a result of the review preformed on:      , 🡨 [Date]the above mentioned auditors can agree that the production or processing activities of the applicant:       🡨 [Manufacturer Name and/or group name]**have resulted in the following outcome:** [ ]  Application is accepted [ ]  Application is dismissed [ ]  Application needs further clarificationPlease see the clarification on the page below if any**Certification Category:**      **Reference Halal Standard:**       [ ]  To be decided during a later stage**Total Manufacturing Sites:**       |
| Clarification or Remarks:        |

**Section 5: Approval and Signatory of the Application Review**

Signatory (name) :

**……………………………..**

**Application Form Commitment**

By providing this Application Form, I have read and made sure that the information provided is true and to the best of my knowledge. I agree that the service provider may request additional documentation if information is missing or is unclear

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**Annex 1: Category Index** (reference: Annex A, ISO 17065:2012)

| **Category** | **Examples of included activities** |
| --- | --- |
| **A** | Farming 1 (Animals) | Raising animals (other than fish and seafood) used for meat production, egg production, milk production or honey production.Growing, keeping, trapping and hunting (slaughtering at point of hunting) Associated farm packing and storage. |
| Raising fish and seafood used for meat production.Growing, trapping and fishing (slaughtering at point of capture) Associated farm packing and storage. |
| **B** | Farming 2 (Plants) | Growing or harvesting of plants (other than grains and pulses): horticultural products (fruits, vegetables, spices, mushrooms, etc.) and hydrophytes for food.Associated farm packing and storage. |
| Growing or harvesting of grains and pulses for food Associated farm packing b and storage. |
| **C** | Processing 1 (Perishable animal products) | Production of animal products including fish and seafood, meat, eggs, dairy and fish products and Gelatin. |
| **D** | Processing 2(Perishable vegetable products) | Production of plant products including fruits and fresh juices, vegetables, grains, nuts, and pulses. |
| Production of mixed animal and plant products including pizza, lasagna, sandwich, dumpling, ready- to-eat meals. |
| **E** | Processing 3(Products with long shelf life at room temperature) | Production of food products from any source that are stored and sold at ambient temperature, including canned foods, biscuits, snacks, oil, drinking water, beverages, pasta, flour, sugar, food-grade salt |
| **F** | Animal Feed Production | Production of feed from a single or mixed food source, intended for food-producing animals |
| Production of feed from a single or mixed food source, intended for non-food producing animals. |
| **G** | Catering,  |  |
| **H** | Distribution | Provision of finished food products to a customer (retail outlets, shops, wholesalers). |
| Buying and selling food products on its own account or as an agent for othersAssociated packaging. |
| **I** | Services | Provision of services related to the safe production of food, including water supply, pest control, cleaning services, waste disposal. |
| **J** | Transport and Storage Services | Storage facilities and distribution vehicles for the storage and transport of perishable food and feedAssociated packaging. |
| Storage facilities and distribution vehicles for the storage and transport of ambient stable food and feedAssociated packaging. |
| **K** | Equipment manufacturing | Production and development of food processing equipment and vending machines |
| **L** | Chemical and Biochemical manufacturing | Production of food and feed additives, vitamins, minerals, bio-cultures, flavorings, enzymes and processing aidsPesticides[[6]](#endnote-1), drugs, fertilizers, cleaning agents. |
| **M** | Packaging and wrapping material manufacturing | Production of food packaging material. |
| **N** | Other materials manufacturing | cosmetics, textile, leather products etc. |

**Annex 2: Risk Classification during the Halal Certification process**

**(Table provided by Halal Quality Control)**

|  |  |
| --- | --- |
| **Complexity Class** | **Example of Sectors** |
| Very High | Chemicals and pharmaceuticals “not elsewhere classified”; processed meat products; genetically modified products; food additives; bio cultures; cosmetics; processing aids; land and aquatic animal slaughtering; flavoring and aroma; fragrances; microorganisms; gelatin; collagen |
| High | Cheese products; biscuits; snacks; edible oil; beverages; dietary supplements; cleaning agents; packaging and wrapping material; leather producs; processed fish or shellfish products |
| Medium | Dairy products; fish products; egg products; beekeeping; spices; horticultural products; preserved fruits; preserved vegetables; canned products; pasta; sugar; animal feed; fish feed; transportation and storage; warehousing |
| Low | Fresh line caught fish; egg production; milk production; fishing; hunting; fruits; vegetables; grain; fresh fruits and fresh juices;drinking water; flour; salt; anorganic components; minerals; plants |

**Annex 3: Terms and Definitions**

|  |  |
| --- | --- |
| **Term** | **Definition** |
| Halal (permissible) | simply means the permissible; all matters, foods, beverages, medicines, or injectibles **permitted** based on the Sharia Law or by a fatwa |
| Haram (forbidden) | simply means the prohibited; all matters, foods, beverages, medicines, or injectibles **prohibited** based on the Sharia Law or by a fatwa |
| Non-Halal Meats (non-Halal) | Animals which have been sacrificed (slaughtered) in which the name of Allah SWT (God) is **not** mentioned during the zabah (slaughtering) process. Even if the animal is a Halal animal, it shall be deemed as not permissible for consumption in any method |
| Najis (unclean) | simply means the **impure**. Strong examples hereof are Halal items that have been **contaminated** with non-Halal items or Halal items which come into **direct contact** with non-Halal items |

1. Applicable only for slaughtering facilities which are able to sacrifice permissible animals [↑](#footnote-ref-1)
2. Facilities which work with fresh, frozen, treated, dried, cooled, or salted meats deriving from permissible animals [↑](#footnote-ref-2)
3. Facilities which use animal derived materials to create the final product or raw materials-gelatin, collagen, enzyme etc [↑](#footnote-ref-3)
4. Facilities which produce not-fit-for-human products [↑](#footnote-ref-4)
5. Facilities which produce either edible or non-edible flavoring components, includes intermediate products [↑](#footnote-ref-5)
6. [↑](#endnote-ref-1)