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|  | <p align="center"><b>AHF HALAL STANDARDS</b></p> <p align="center"><b>for Food, Beverages and</b></p> <p align="center"><b>Raw Materials</b></p> | <p>DOC NAME<br/>Rev: 0.0<br/>Date: DATE</p> |
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**AHF HALAL STANDARDS FOR FOOD, BEVERAGES AND RAW MATERIALS**

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## for Food, Beverages and Raw Materials

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## INTRODUCTION

This standard establishes the requirements for the production, processing, handling, packaging, storage, distribution, and sale of halal food products. It provides a comprehensive framework for food businesses to demonstrate compliance with Islamic dietary laws (Shariah) and serves as the basis for conformity assessment by AHF.

This standard defines the mandatory requirements that shall be fulfilled by all applicants seeking to obtain, maintain, renew, or extend halal certification issued by AHF.

### 1. SCOPE

This Standard applies to all food products and food businesses for which halal certification is sought from the AHF.

This standard specifically covers the following activities:

- a. Processing of perishable animal products
- b. Processing of perishable plant products
- c. Processing of perishable animal and plant
- d. Processing of ambient stable products

### 2. REFERENCES

Compliance with this Standard does not exempt the applicant from any obligation under applicable food safety legislation, public health law, food labelling regulations, or trade standards. Where the requirements of this Standard are more stringent than any applicable standard with respect to halal compliance, the requirements of this Standard shall prevail. In the event of conflict between this Standard and any referenced normative document, the AHF interpretation of Shariah compliance requirements shall be the determining authority.

The following documents are normative references and form an integral part of this Standard. The latest edition of the referenced document (including any amendments) applies.

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| 1. ISO/IEC 17021-1:2015                                      | Management systems audit guide                                                                                                                 |
| 2. ISO/IEC 17065                                             | Conformity assessment — Requirements for bodies certifying products, processes and services                                                    |
| 3. UAE.S/ GSO 2055- 1:2015                                   | Halal food - Part 1: General Requirements                                                                                                      |
| 4. GSO 2055-2:2015                                           | Halal Products – Part 2: General Requirements for Halal Certification Bodies                                                                   |
| 5. UAE.S 2055-2:2021                                         | Halal Products – Part Two: General Requirements for Halal Certification Bodies                                                                 |
| 6. GSO 993/2015                                              | Animal Slaughtering Requirements According to Islamic Rules                                                                                    |
| 7. MS 1500:2019                                              | Halal food – production, preparation, handling, and storage – general guidelines (third revision)                                              |
| 8. Malaysian Protocol                                        | For Halal meat and poultry production                                                                                                          |
| 9. ISO 19011:2018                                            | Management systems audit guide                                                                                                                 |
| 10. BPJPH — Decree No. 20 of 2023                            | Decree of the Head of the Halal Product Assurance Organizing Body Number 20 of 2023 concerning Criteria for the Halal Product Assurance System |
| 11. ISO 22000:2018                                           | Food Safety Management Guide                                                                                                                   |
| 12. OIC/SMIIC 1:2019                                         | General Requirements for Halal Food                                                                                                            |
| 13. GSO 1694                                                 | General Principles of Food Hygiene                                                                                                             |
| 14. AHF General Guidelines of Halal Product Assurance System | Halal Product Assurance System Manual                                                                                                          |

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### 3. DEFINITION AND TERMINOLOGY

For the purposes of this standard, the following definition and terminology apply:

#### 3.1 Auditing

Auditing is an independent, systematic, and functional observation to determine the conformity of an activity and its output with the objectives planned.

#### 3.2 Auditor of AHF

Auditor is a person assigned by AHF through a selection process including his/her competency, quality and integrity to conduct halal audit. Auditor is a representative of sharia and a witness to find facts on halal production of a company.

#### 3.3 Certification Committee

Certification Committee is one of AHF committees whose task to produce an Islamic legal opinion about law status and conformity. Members of certification committee are representatives who make the decision on granting certification.

#### 3.4 Fatwa

Islamic legal opinion about the law status of a certain case. In halal certification process, fatwa output is the halal or haram status of product(s) based on the auditing process performed by AHF.

#### 3.5 Food

Any substance, whether processed, semi-processed or in its raw state, which is intended for human consumption in solid and/or liquid forms, and includes drinks, chewing gum and any substance that has been used in the manufacture, preparation or treatment of “food” excluding cosmetics or tobacco or substances used only as drugs.

#### 3.6 Halal

An Arabic term that means “permissible” or “lawful”. Halal food refers to food that is permissible for consumption by Muslims.

#### 3.7 Halal Certification

Halal Certificate confirms that the product, the service, or the regulations specified meets Halal requirements in the Islamic Sharia.

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### 3.8 Halal Food

Halal food means food and drink that are permissible under Islamic law and that fulfil all requirements of this Standard.

### 3.9 Halal Product Assurance System (HPAS/SJPH)

Halal Product Assurance System (HPAS) is a systematic framework or set of procedures used by manufacturers, processors, or service providers to ensure that their products comply with halal requirements from raw material sourcing to final product delivery.

### 3.10 Handling

Handling Includes the making, manufacturing, producing, collecting, extracting, processing, storing, transporting, delivering, preparing, treating, preserving, packing, cooking, thawing, serving and displaying of food.

### 3.11 Haram

An Arabic term that means “prohibited” or “unlawful”. Haram food refers to food that is prohibited for consumption by Muslims.

### 3.12 Internal Halal Auditor

Internal Halal Auditor is staff(s) officially appointed by Company Management to coordinate implementation of HPAS.

### 3.13 Islamic Law

Islamic Law is derived from those injunctions mentioned in Al-Quran (i.e. holy book of Islam), Al-Hadith (i.e. traditions of Prophet Muhammad, Messenger of Allah).

### 3.14 Najs

“Najs” is an Arabic term which means “filth”. Muslims are prohibited to consume “filthy” or permitted food that is contaminated by filth. Classified as: (1) Mughallazah — severe impurity (primarily porcine substances and dogs); (2) Mutawassitah — medium impurity (blood, urine, most animal carcasses); (3) Mukhaffafah — light impurity.

### 3.15 Makrooh

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Religiously discouraged or detested. Islamic law uses the category of Makrooh to cover any food, liquid, or substance that is disguised or harmful to the body; physically, mentally, psychologically, or spiritually. Makrooh is that which is disapproved by Allah, but not as strongly as haram. Certified products should not be characterized by Makrooh elements.

### **3.16 Mashbooh / Mushtabah**

Doubtful or suspect. Islamic law uses the category of Mashbooh to cover the grey area between halal and haram. For certification purposes, mashbooh substances shall be treated as haram unless the AHF issues a written determination of permissibility.

### **3.17 Premises**

Any building or any other structure, permanent or otherwise together with the land on which the building, or other structure is situated and any adjoining land used in connection with the preparation, processing, handling, packaging, storage, distribution and sale any food.

### **3.18 Processing**

Methods and processes (a series of actions or steps) used to transform raw ingredients into food for human consumption.

### **3.19 Sertu**

The act of cleansing with an intention to purify the body, clothing, spaces, utensils, and equipment that was in contact with najs mughallazah by washing seven times using clean water, one of which shall be water mixed with soil.

### **3.20 Tayyib**

Wholesome, pure, and good. A product that is not only halal but also safe, hygienic, and nutritious

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## 4. GENERAL REQUIREMENTS

### 4.1 Halal Food Principles

The basic principle established in Islam is that all foods are permissible (halal) unless specifically prohibited by Islamic Shariah (Al-Qur'an 2:29).

The following categories of food and substance are therefore prohibited:

1. Alcohol and intoxicating substances.
2. Blood – flowing or congealed.
3. Carnivorous animals and birds of prey
4. Dead animals (carrion).
5. Animals slaughtered in the name of other than Allah or dedicated to idols.
6. Swine, and all products derived from swine.

All products within the scope of halal certification shall satisfy both the halal (lawful) and tayyib (wholesome) principles. They must be permissible under Islamic law and, at the same time, safe, hygienic, and suitable for human consumption.

### 4.2 Raw Materials

4.2.1 All ingredients, additives, processing aids, and raw materials used in halal food production shall:

1. Be derived from sources permissible under Islamic Shariah.
2. Be free from any impure substances (najs) or prohibited (haram) materials.
3. Be safe for human consumption and free from harmful contaminants, toxins, or hazardous substances.

#### 4.2.2 Animal and Animal-based Products

##### 4.2.2.1 Halal Animals

The following animals are considered halal provided all other requirements of this Standard are met and slaughtered in full compliance with Islamic Shariah:

- i. Livestock and poultry of permissible species slaughtered in full compliance with Islamic Shariah. i.e. cattle, sheep, goats, camels, chicken, geese, ducks and turkey
- ii. Non predatory animals i.e. Deer, big horn sheep, gaurs and horse.
- iii. Non predatory birds i.e. Pigeons, sparrows, partridges and ostriches.

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- iv. All fish and seafood that are not inherently toxic or hazardous to health, without requirement for zabiha slaughter.

#### 4.2.2.2 Haram Animals

The following animals are considered haram:

- i. Pigs, snakes, monkeys and other similar species
- ii. Halal animal species that are not slaughtered according to Islamic law.
- iii. Halal animal species which dies a naturally death (carrion).
- iv. Animal dead through falling from a height, horn-butted animal and/or fatally beaten animal.
- v. Animals with long pointed teeth or tusks which are used to kill prey such as tigers, bears, elephants, cats, monkeys, wolves, squirrels, other similar cat, hyenas , moles, hippopotamus and dogs etc.
- vi. Predatory birds of prey i.e. falcons, eagles, vultures, crows, owls etc.
- vii. Reptile, slugs, ants, rats, crocodiles and gavials
- viii. Animals which are considered repulsive i.e. scorpions, flies, maggots, bedbugs, spiders and other similar species.
- ix. Animals forbidden to be killed in Islam i.e. bees, wasps, hornets and woodpecker.
- x. Jallal animals (the animal which eats waste discharged by human.)
- xi. Halal animals that grown up by pig's milk.

#### 4.2.2.3 Meat and Meat Products

Meat of halal animals specified in item 4.2.2.1 shall be slaughtered in full compliance with Islamic Shariah and any food additives such as preservatives for meat and meat products shall not contain haram ingredients nor involve any process or processing aids that does not conform to Islamic Shariah.

#### 4.2.3 Plant-based Products

Plant-derived foods including fruits, vegetables, grains, legumes, nuts, seeds, herbs, and their derivatives are halal provided they are not toxic, intoxicating, or harmful to health.

#### 4.2.4 Microbial Products

Mushrooms, microorganisms (e.g., bacteria, algae, fungi), and their derivatives are generally permissible provided they are not toxic, intoxicating, or harmful to health. However, the halal status of microbial products depends on the halal status of the growth media used in all stages of production and on the genetic origin of any recombinant organisms used.

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The following rules apply:

- i. Microbes grown on halal media are halal; microbes grown on haram media are haram.
- ii. Microbial products cultured on haram or najis growth media at any stage of production including refreshing, pilot, and production scale are haram.
- iii. Consumer products containing microbial products that grow on non-halal media are haram.
- iv. The halal status of all microbial products shall be traceable to the initial growth media used, including at the earliest stage of microbial culture.
- v. Microbial recombinant genes derived from haram materials render the product haram. Examples include: (a) alpha-amylase and protease enzymes from *Saccharomyces cerevisiae* recombinants with genes from animal tissues; (b) insulin hormones from *E. coli* recombinants using genes from pig pancreas tissues; (c) human growth hormones from *E. coli* recombinants.
- vi. Microbial products using enzymes of haram origin in their production process are haram;
- vii. Microbial products using haram additives or processing aids (e.g., antifoams derived from lard) are haram.

#### 4.2.5 Beverages

All kinds of water and non-alcoholic beverages are considered halal unless they are poisonous, intoxicating, or hazardous to health. Alcoholic beverages such as wine, liquor, beer, and cider (produced through the fermentation of fruits or other ingredients to yield alcohol) and similar drinks are considered haram and are therefore prohibited from use in cooking or as an addition to food and desserts.

#### 4.2.6 Genetically Modified Organisms (GMOs)

Plant-derived GMO ingredients modified using genes from halal plant or microbial sources are generally permissible. Ingredients modified using genes from prohibited species are prohibited.

#### 4.2.7 Other Halal Food Categories

- i. Milk, eggs, honey, and edible products derived directly from permissible halal animals.
- ii. Minerals and chemical substances permitted for food use and are not harmful to health.

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#### 4.2.8 Prohibited (Haram) Substances

The following substances are prohibited. They shall not be present at any detectable level and in any form, whether as an intentional ingredient, additive, processing aid, rework, carry-over, or contaminant in any product bearing the AHF halal mark:

- a. All substances derived from pigs or dogs, including meat, fat, lard, blood, organs, gelatin, collagen, enzymes (lipase, pepsin, trypsin, rennet), emulsifiers, and any other derivative or by-product of porcine or canine origin, regardless of the degree of processing or transformation.
- b. Blood and blood-derived products, including blood plasma, haemoglobin, blood meal, and dried blood.
- c. Animals of permissible species that died prior to valid zabiha slaughter (maytah — carrion), including death by disease, natural causes, electric shock constituting death, strangulation, blunt trauma, fall, or goring.
- d. Carnivorous animals, birds of prey, domesticated donkeys and mules, vermin, reptiles, amphibians, and insects except locusts.
- e. Intoxicating substances including ethyl alcohol (ethanol) produced by fermentation when used as an intentional ingredient, wines, spirits, beer, and any narcotic or psychoactive substance.
- f. Food dedicated, consecrated, or slaughtered in the name of other than Allah.
- g. Any liquid and objects discharged from the orifices of human beings or animals such as urine, placenta, excrement, vomit, pus, sperm and ova.
- h. Carmine/cochineal (E120) and cochineal extract.
- i. L-Cysteine (E920) derived from human hair or hog hair.
- j. Any substance confirmed as haram by the AHF Shariah Advisory Panel.

#### 4.2.9 Makhrooh (Discourage)

The category of Makrooh (religiously discouraged) covers food, liquids, or substances that are harmful to the body physically, mentally, psychologically, or spiritually. While Makrooh does not rise to the level of haram, the AHF expects that certified products do not unnecessarily incorporate Makrooh elements.

#### 4.2.10 Flavor Imitating Haram Product

Flavoring that uses the name and has the sensory profile of a haram product such as rum flavor, pork flavor, bacon flavor, or any other flavoring that imitates a haram substance cannot be granted halal certification, even if the individual chemical ingredients used to create the flavoring are themselves halal.

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#### 4.2.11 Example of Critical Materials

The following materials carry high halal risk due to their potential to affect halal compliance through origin, use, or handling. Enhanced documentation and AHF confirmation are mandatory for all high-risk ingredients.

| Category                       | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| <b>Animal-derived Products</b> | <p>Animal derivatives are halal if they are derived from halal animals slaughtered according to the Islamic law. It should not be derived from blood, nor be contaminated by haram (prohibited) and najis (filthy) materials. Following is a partial listing of animal derivatives or materials:</p> <p>Fat, Protein, Gelatin, Collagen, Di / Tri Calcium Phosphate, Fatty Acid and its derivatives (E 430 – E 436), Salts or Esters of Fatty Acid (E 470 – E 495), Glycerol / Glycerin (E 422), Amino Acids (Ex: Cysteine, Phenylalanine, etc), Edible bone phosphates (E 521), Blood Plasma, Globulin concentrates, Fibrinogen, Microbe growth media (Ex: blood agar), Hormone (Ex: Insulin, growth hormones), Enzyme from pig/cow pancreas (amylase, lipase, pepsin, trypsin, Taurine, Placenta, Milk products and their derivatives and their by-products that are processed by enzymes (Ex: Cheese, whey, lactose, casein/caseinate, etc.), Several Vitamins (Ex: Vitamin A, B6, D, E, etc.), Activated carbon, Bristle.</p> |
| <b>Plant-based Products</b>    | <p>Materials derived from vegetables are basically halal but if processed with additives and /or processing aids that are not halal, they become non-halal. Therefore, it is necessary to know the production process, the additives, and the processing-aid- material used in making of the vegetable products. Following are examples of vegetable materials that might have critical points:</p> <ol style="list-style-type: none"> <li>i. Enriched flour - May contain vitamins B1, B2, Folic acid<br/>Critical Points: Source and processing method of added vitamins.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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| Category                                                            | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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|                                                                     | <ul style="list-style-type: none"><li>ii. Oleoresin (Chili, Spices, etc.) - Natural spice extracts<br/>Critical Point: May contain emulsifiers like Polysorbate/Tween, Monooleate glycerol</li><li>iii. Soybean Lecithin (Processed) - Enhanced functionality lecithin<br/>Critical Point: May use Phospholipase enzyme in production.</li><li>iv. Hydrolyzed Vegetable Protein (HVP) - Processed plant proteins<br/>Critical Point: Enzyme hydrolysis process</li><li>v. Modified Starches - Chemically or enzymatically modified<br/>Critical Point: Modifying enzymes or chemicals</li><li>vi. Plant-Based Vitamins - Extracted or concentrated from plants<br/>Critical Points: Extraction solvents and processing aids</li><li>vii. Vegetable Oils (Refined) - Processed cooking oils<br/>Critical Points: Refining process using bone char or animal-derived processing aids</li><li>viii. Plant Extracts and Concentrates - Natural flavor/color extracts<br/>Critical Points: Alcohol extraction, animal-derived carriers, non-halal stabilizers</li></ul> |
| <b>By-Product of Alcoholic Drink Industry and their Derivatives</b> | <p>By-products of the alcoholic drink industry and their derivatives are haram if they are only physically separated from the product. But if they are chemically reacted to be a new compound, they are considered halal. Example of the by-products of alcoholic drink industry and their derivatives are:</p> <p><b>Microbial Product:</b></p> <ul style="list-style-type: none"><li>i) Cognac oil (by-product of Cognac/Brandy distillation)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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# AHF HALAL STANDARDS

## for Food, Beverages and Raw Materials

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| Category                 | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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|                          | <ul style="list-style-type: none"><li>ii) Fusel oil (By-product of distilled beverages and their derivatives, such as isoamyl, isobutyl, and propyl alcohol, acetaldehyde, 2,3 butanediol, acetone, diacetyl.)</li><li>iii) Brewer yeast (by-product of beer industry)</li><li>iv) Tartaric acid (by-product of wine industry)</li></ul>                                                                                                                                                                   |
| <b>Other Derivatives</b> | <p>The following are examples of other additives that often-become critical points:</p> <ul style="list-style-type: none"><li>i) Aspartame (made from amino acid Phenylalanine and Aspartic acid)</li><li>ii) Natural colorings</li><li>iii) Flavors</li><li>iv) Seasonings</li><li>v) Vitamin coating</li><li>vi) Emulsifiers and Stabilizers</li><li>vii) Antifoams</li><li>viii) Etc.</li></ul>                                                                                                         |
| <b>Processing Aids</b>   | <p>The following are examples of processing aids that often-become critical points:</p> <ul style="list-style-type: none"><li>i. Activated carbon - Can be from various sources (wood, coal, bone)</li><li>ii. Lubricants and Release Agents - Equipment maintenance</li><li>iii. Cleaning and Sanitizing Agents - Processing equipment</li><li>iv. Filtration Media - Including bone char filters</li><li>v. Solvent Extraction - Alcohol-based extraction (ethanol source verification needed)</li></ul> |

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### 4.3 Facility

1. Facilities within the certification scope shall be designed, constructed, equipped, and maintained to enable effective halal control and to prevent contamination of halal products with haram or najis substances.
2. Halal production may be conducted in a dedicated halal facility or in a shared facility. Where shared facilities are used, the following requirements apply:
  - a. Equipment and production lines used for halal products shall be free from porcine contamination.
  - b. Facilities shall have clearly defined and physically separated halal production zones, identified by durable signage in languages understood by all relevant personnel.
  - c. Drainage, ventilation, and utility systems shall be designed and maintained to prevent contamination of halal production areas.
3. Pest control agents, cleaning chemicals, lubricants, and sanitation materials used in halal production areas shall be verified as free from haram substances.
4. Simultaneous handling or processing of pork or porcine-derived products on the same premises during halal production is not permitted.

### 4.4 Devices, Utensils and Machinery

1. All equipment, utensils, and food contact surfaces shall be maintained free from haram or najis contamination.
2. Where both halal and non-halal production occurs in the same facility, effective segregation controls shall be implemented.
3. Dedicated halal equipment shall be clearly identified and physically distinguished from shared or non-halal equipment.
4. Routine cleaning shall follow food-grade sanitation procedures compliant with GSO 1694.
5. If equipment becomes contaminated with najis mughallazah (severe contaminant), the sertu purification procedure specified in Appendix. 11 shall be performed before reuse in halal production.

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## 4.5 Production Process

1. Halal products shall be processed in a manner that prevents contamination with non-halal materials, najs substances, or other prohibited elements.
2. Halal and non-halal materials shall be clearly identified and segregated during preparation and processing.
3. Where halal and non-halal products are processed within the same facility, documented segregation controls shall be implemented. These controls shall include production scheduling, cleaning procedures, and pre-operational inspection.
4. Halal production shall only commence after equipment and processing areas have been cleaned and verified as suitable for halal processing.
5. A pre-operational inspection shall be conducted by qualified personnel to confirm that all equipment, utensils, and processing areas are free from non-halal contamination.
6. Documented Standard Operating Procedures (SOP) for halal processing shall be established. The procedures shall identify Haram Critical Control Points (HCCP) and define the required control measures.
7. All ingredients used in halal processing shall be verified as halal prior to use. This includes flavourings, spices, enzymes, emulsifiers, preservatives, and other additives.
8. Processing aids used during production, including materials used for basting, marination, injection, filtration, fermentation, bleaching, antifoaming, and anticaking, shall be derived from halal sources.
9. Rework from non-halal products shall not be used in halal production. Rework from halal products may only be reused in the same or equivalent halal product under documented control.
10. Oils and fats used during processing shall be verified as halal. Animal-derived fats shall be supported by a valid halal certificate confirming halal slaughter.
11. The facility shall comply with applicable food safety regulations and implement a food safety management system such as HACCP or an equivalent program.
12. The applicant shall implement controls to prevent contamination of halal products with non-halal materials, najs substances, or other prohibited elements.

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### 4.6 Storage, Transportation, Display & Servings

Halal raw materials, work-in-progress, and finished products shall be stored, transported, displayed, and served in a manner that preserves their halal integrity and prevents contamination with non-halal or najis substances.

#### 4.6.1 Storage

1. Halal raw materials, work-in-progress, and finished products shall be stored in designated areas clearly identified for halal materials.
2. Storage arrangements shall ensure effective segregation between halal and non-halal materials to prevent cross-contamination.
3. Where shared storage facilities are used, physical separation or equivalent control measures acceptable to the AHF shall be implemented.
4. Halal products shall not be stored together with non-halal materials, hazardous chemicals, waste, or any substance that may compromise halal integrity.
5. Storage conditions shall maintain product safety and quality in accordance with applicable food safety requirements.

#### 4.6.2 Transportation

1. Transportation of halal products shall maintain halal integrity throughout the distribution chain.
2. Vehicles, containers, and transportation equipment used for halal products shall be clean, hygienic, and suitable for food transportation.
3. Where transportation vehicles are used for both halal and non-halal products, effective segregation and handling procedures shall be implemented to prevent contamination.
4. Vehicles or containers previously used to transport pork or porcine-derived materials shall undergo sertu purification in accordance with the requirements of this Standard before being used for halal transportation.
5. Documentation accompanying shipments shall clearly identify the halal status of the products and enable traceability throughout the distribution chain.

#### 4.6.3 Display and Serving

1. Halal food products displayed for sale or served to consumers shall be clearly identified as halal.
2. Halal food shall be displayed separately from non-halal food to prevent mixing, contamination, or consumer confusion.

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- Utensils, display equipment, preparation surfaces, and serving tools used for halal food shall not be used for non-halal food unless they have been properly cleaned in accordance with the requirements of this Standard.

Food service establishments handling both halal and non-halal food shall implement adequate segregation and control procedures to maintain halal integrity at all times.

## **4.7 Packaging & Labelling**

Packaging and labelling of halal products shall be managed to preserve halal integrity and provide accurate product information.

### **4.7.1 Packaging**

- Packaging materials that come into direct contact with halal food shall not contain, release, or transfer any haram or najs substances.
- All inks, adhesives, coatings, plasticizers, release agents, and other packaging components in direct contact with halal food shall be verified as halal compliant.
- Reusable or returnable packaging previously used for non-halal products shall undergo appropriate cleaning and seltu purification before reuse for halal products.

### **4.7.2 Labelling**

- Product labels shall comply with applicable food labelling regulations of the country of manufacture and any importing countries.
- Labels shall accurately reflect the current approved product formulation. Any change to formulation affecting the ingredient list shall be notified to the AHF prior to implementation and shall not be made without written acknowledgment confirming that halal status is maintained.
- Halal claims shall only be made for products within the scope of certification.
- Misleading halal claims or use of unauthorized halal marks is strictly prohibited.
- The following representations are prohibited on any product bearing the halal mark or halal claims:
  - Claims that a product is halal when it does not fully comply with this Standard.
  - Use of any halal mark, logo, or symbol other than the approved mark without written authorization.
  - Claims of endorsement by an Islamic scholar, institution, or government religious body without documented authorization.

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- Use of the term “halal” on products, packaging, or marketing materials outside the scope of certification.
- Use of the AHF certificate number or reference on products other than the certified product to which it relates.
- Labelling or advertising that contravenes Shariah principles or displays graphics contrary to Islamic values

### 4.8 Hygiene, Sanitation & Food Safety

1. Halal compliance does not substitute for food safety and hygiene obligations. As a prerequisite for halal certification, all establishments within the certification scope shall comply with the Good Hygiene Practices (GHP) and the food safety management requirements of ISO 22000:2018. These form the hygienic baseline on which halal controls are built.
2. Water used in halal food production shall be clean, potable, and free from najis contamination, whether used as an ingredient, for equipment cleaning, for steam generation contacting food, or for personnel hygiene.

### 4.9 Production Personnel

All personnel involved in the handling, processing, and management of halal products shall be competent, trained, and accountable to ensure halal integrity at every stage of production.

1. All employees engaged in handling and processing halal raw materials and finished products shall possess:
  - a. knowledge of and consciousness about halal requirements applicable to their role;
  - b. the skill and competence required to perform their halal-related tasks correctly;
  - c. current training in GMP and halal production principles applicable to their role; and
  - d. training on halal critical control points (HCCPs), handling procedures, and contamination prevention measures.
2. The applicant shall maintain training records for all production personnel and shall make these available to the AHF at every audit.
3. Personnel shall maintain personal hygiene and cleanliness in accordance with documented hygiene programs and applicable food safety regulations.

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## 5. LEGAL REQUIREMENTS

In addition to the requirements of this Standard, all certified products shall comply with applicable food safety legislation, labelling regulations, and any other relevant regulatory requirements in force in the USA and in any country to which products are exported.

## 6. HALAL PRODUCT ASSURANCE SYSTEM (HPAS)

The Halal Product Assurance System (HPAS) is a systematic, documented, and preventive management framework that ensures all food products manufactured, processed, stored, or distributed by the organization consistently conform to halal requirements at every stage of the supply chain; from raw material sourcing through to the point of sale. The HPAS operates as a continuous improvement system, embedding halal compliance into the organization's governance, operations, and culture.

The HPAS shall be maintained in a manner consistent with the requirements of AHF Halal Standards and shall be subject to periodic review, internal audit, and management oversight to ensure its ongoing effectiveness and relevance.

### 6.1 Halal Guideline

Halal Guidelines is a guidance to identify haram critical points of material used and production process implemented by the company. It consists of:

1. Definition of Halal and Haram
2. Al Qur'an and Fatwa reference
3. Decision tree for haram critical points identification
4. List of Identified Haram Critical Control Points of Materials and Its Preventive Actions
5. List of Identified Haram Critical Control Points of Production Process and Its Preventive Actions
6. Publication on website (<https://halalfoundation.org/>)

### 6.2 HPAS Principles

#### 1. Responsibility

As its responsibility to Muslim community, AHF introduced HPAS as part of halal certification process to guard the implementation of Islamic sharia (Islamic law) which has basic aim to take care of the holiness of religion, mind, soul, family, and properties of human beings, in halal matter.

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**2. Honesty**

Companies must honestly explain all materials which are used as well as the production process in HPAS Manual and running daily operation of halal production based on what is stated in the HPAS Manual.

**3. Trustworthy**

AHF trusts the company to set HPAS Manual based on the real internal conditions of the company.

**4. Systematic**

HPAS Manual is documented properly and systematically to make AHF easily trace its implementation proofs in the company.

**5. Socialized**

Implementation of HPAS Manual is responsibility at all levels from top level of management to the employees, therefore HS must be well-socialized in the company.

**6. Key person involvement**

Company involves persons in the management line to keep the implementation of Halal scheme System.

**7. Management Commitment**

Implementation of HPAS Manual in company will be more effective if it is fully supported by top management. Management must mention in written statement their halal commitment in the company's halal policy.

**8. Delegating authority**

Management delegates an authority of halal production process to the internal halal auditor(s).

**9. Traceability**

Each implementation of halal production is always recorded and able to be traced.

**10. Specific**

The system must identify each material as specific entity according to supplier, manufacturer, and country of origin. It means that one code for one specific material.

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## 6.3 HPAS Criteria 1: Commitment & Responsibility

### 6.3.1 Halal Policy

Top management shall establish and document a Halal Policy expressing the organization's commitment to producing and supplying halal products.

The Halal Policy shall:

- a. Be approved and signed by the highest authority of the organization
- b. Be communicated to all personnel within the organization
- c. Be displayed at operational sites covered under the halal certification scope.

The Halal Policy shall include, at minimum, a commitment to:

- a. Full compliance with the requirements of the applicable halal standard and any conditions stipulated by AHF.
- b. Prevention of contamination with non-halal (haram) or impure (najis) substances throughout all stages of production and distribution.
- c. Provision of adequate resources, training, and infrastructure to support halal compliance.
- d. Continuous improvement of the Halal Product Assurance System through regular review and corrective action.
- e. Transparent communication with regulatory authorities, customers, and the public regarding halal status.
- f. Ensuring that the established halal policy is understood and implemented by all personnel in the organization.

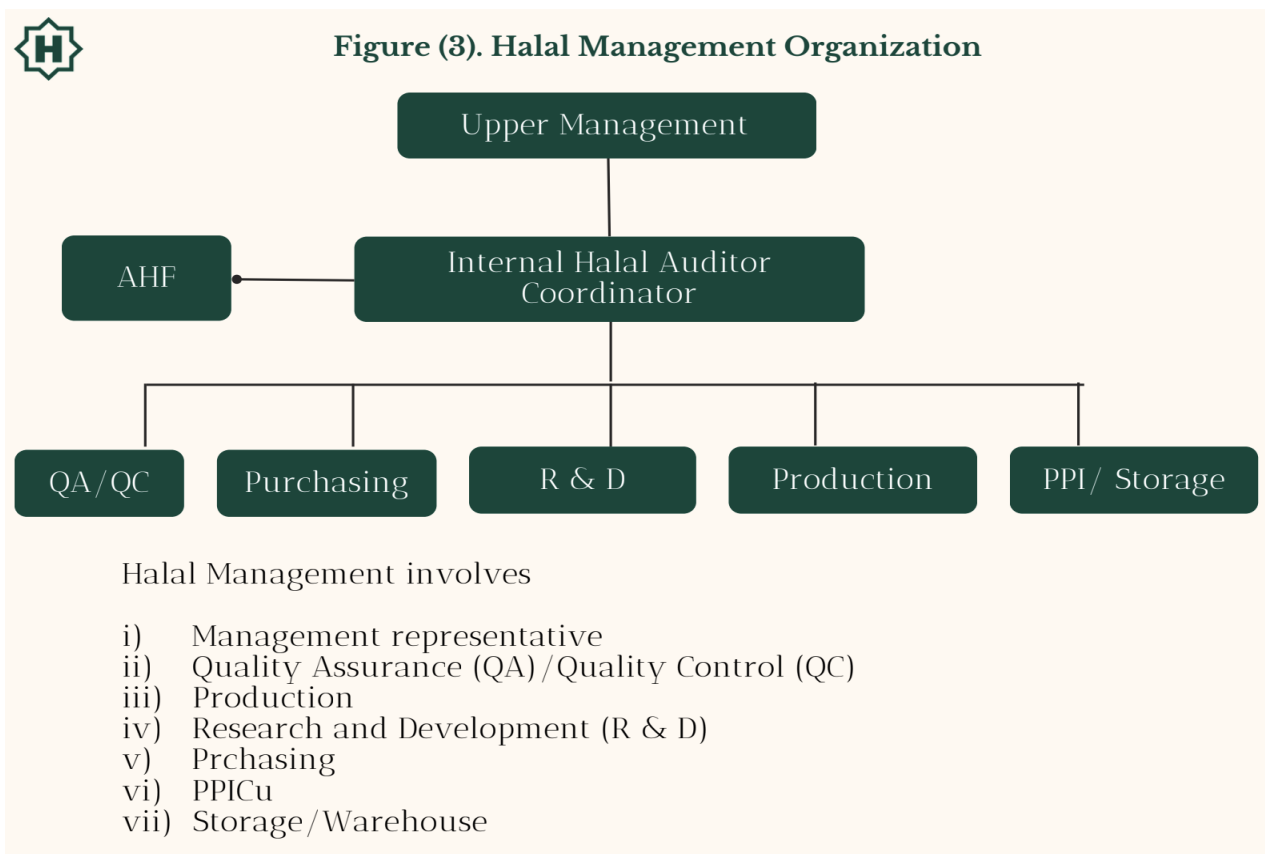
Example of halal policy is attached in Appendix 1.

### 6.3.2 Halal Management Team

Halal Management Organization is an internal organization in the company which manages whole management functions and activities in producing halal products. In organizing those functions and activities, companies should involve all related departments/divisions in halal production system. An example of Halal Management Organization is shown in Figure 3.

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### 6.3.3 Training

The organization shall establish a halal training program for personnel whose work may affect halal compliance. Training shall ensure that personnel understand:

- a. Halal and haram principles
- b. Halal critical control points in materials and processes
- c. The organization's Halal Product Assurance System
- d. Procedures for maintaining halal integrity

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#### **6.3.4 Halal Risk Assessment Plan**

The organization shall conduct a documented Halal Risk Assessment to identify potential sources of haram or najis contamination within the certified scope.

The Halal Risk Assessment shall:

- a. Identify all materials, processes, and handling activities that may pose halal risks
- b. assess likelihood and severity of each identified risk
- c. designate HCCPs with defined control measures, monitoring requirements, and corrective actions
- d. be reviewed annually and updated within fourteen (14) days of any new product, ingredient, supplier, or process change.

The Risk Assessment and HCCP Plan shall be submitted to the AHF at initial application

### **6.4 HPAS Criteria 2: Materials**

Materials used within the certified scope shall be identified, documented, and verified prior to use.

#### **6.4.1 The materials include:**

1. Raw materials, such as the main material to produce a product.
2. Additives, material to improve the properties of the product.
3. Processing aids, materials used to assist production but do not become part of the product composition.
4. Packaging material that come into direct contact with the product.
5. Lubricants/greases used for engines/equipment where there is potential for incidental contact with the product.
6. Sanitizers and cleaning agents for cleaning of facilities/equipment that handling materials and products.
7. Media for cleaning validation of equipment that directly contact with the product.

#### **6.4.2 Material Categorization**

Materials shall be categorized based on their potential halal risk.

Materials shall be classified into:

- a. Critical materials

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b. Non-critical materials

Non-critical materials do not require documentary evidence of halal status.

Critical materials must be supported with sufficient documents.

All materials used in the production of certified halal products shall be supported by a valid halal certificate, except where a material:

- a. Is derived directly from nature (plant or mineral) and has not undergone any processing.
- b. Has been assessed and categorized as presenting no risk of containing prohibited substances.
- c. Is not classified as a hazardous substance and has no direct contact with haram materials at any stage of production.

#### 6.4.3 Material Supporting Document

All supporting documents used to verify the halal status of materials shall be valid, authentic, and current.

Supporting documentation shall be issued by the material manufacturer or producer. Declarations issued solely by distributors or traders shall not be accepted unless supported by appropriate documentation from the producer.

Where a pork-free facility declaration is required, the declaration shall be issued by the manufacturer of the material.

#### 6.4.4 Approved Halal Supplier List

The organization shall establish and maintain an Approved Halal Supplier List as part of the Halal Product Assurance System.

All materials used in certified products shall be sourced exclusively from suppliers whose halal status has been verified by AHF or an AHF-recognized halal certification body (HCB).

Supplier halal certificates shall be re-verified for currency a minimum of sixty (60) days before expiry. Where a supplier's halal certificate expires, is suspended, or is withdrawn, the applicant shall immediately cease use of materials from that supplier in certified products and shall notify the AHF within five (5) working days. Materials from a lapsed supplier shall be quarantined until reinstatement is confirmed.

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## 6.5 HPAS Criteria 3: Process of Halal Products

The halal product process shall consist of a series of activities undertaken to ensure the halal integrity of products throughout the production chain. This includes the management of materials, processing operations, storage, packaging, distribution, sales, and product presentation.

### 6.5.1 Production Facilities

Production facilities include buildings, rooms, main machinery, and equipment as well as auxiliary equipment used to produce products.

1. Organizations shall establish and implement documented procedures to ensure that halal requirements are maintained throughout the production process. The procedures shall include, but are not limited to, the following:

- a. Production planning and scheduling
- b. Approved ingredient and material lists
- c. Identification of designated halal production lines
- d. Assurance that processes remain free from najis and prohibited materials
- e. Cleaning and sanitation procedures for equipment and facilities
- f. Control and verification of tools, utensils, and production lines
- g. Control of production areas to prevent contamination
- h. Documentation and record-keeping of production activities
- i. Communication and dissemination of halal procedures to relevant personnel
- j. Monitoring and evaluation of process compliance
- k. Product identification and traceability procedures
- l. Handling and segregation of products during processing
- m. Corrective and preventive action procedures
- n. Procedures for handling non-halal or non-conforming product.

2. The organization shall establish written procedures for activities that may affect the halal status of products. Critical activities may include, but are not limited to:

- a. Introduction or use of new materials in certified products
- b. Product formulation and product development activities
- c. Incoming material inspection and verification
- d. Production operations

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- e. Cleaning and sanitation of production facilities and equipment
- f. Storage of materials and finished products
- g. Transportation and distribution of materials and products

3. Documented procedures may be established in the form of Standard Operating Procedures (SOPs), work instructions, or other controlled operational documents. These procedures may also be integrated with other management systems implemented by the organization.

### 6.5.2 Handling of Non-Conformance Product

The organization shall establish a documented procedure for the control and handling of products that do not comply with halal requirements.

The procedure shall ensure that:

- a. Products that do not meet halal criteria are clearly identified and segregated.
- b. Such products shall not be reprocessed, downgraded, or sold as halal products.
- c. Non-conforming products shall be disposed of, destroyed, or otherwise handled in a manner that prevents their distribution to consumers requiring halal products.

Where non-conforming products have already been released or distributed, the organization shall initiate a product recall in accordance with documented recall procedures

## 6.6 HPAS Criteria 4: Product

The organization shall ensure that all products within the scope of halal certification comply with Shariah requirements and applicable food safety and regulatory standards.

1. Products shall be manufactured using halal materials that have been verified and approved in accordance with this Standard.
2. Products shall be processed in accordance with Islamic law using equipment, production facilities, packaging materials, storage systems, and distribution systems that are free from contamination with najs or non-halal materials.
3. During preparation, processing, packaging, storage, and transportation, halal products shall be physically segregated from non-halal materials or products to prevent cross-contamination.
4. The organization shall ensure that all certified products and ingredients are safe for consumption and comply with applicable food safety, regulatory, and quality requirements.

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## 6.7 HPAS Criteria 5: Monitoring & Evaluation

The organization shall establish procedures to monitor, evaluate, and continuously improve the implementation and effectiveness of the HPAS.

### 6.7.1 Internal Audit

The organization shall establish and maintain an internal halal audit programme to verify the effective implementation of the Halal Assurance System.

- a. The internal audit program shall cover all elements of the HAS and all areas, products, and processes within the certification scope.
- b. Each area within the scope of certification shall be audited at least once every twelve (12) months, with higher-risk areas audited more frequently where necessary.
- c. The annual internal audit schedule shall be approved by top management and shall be made available to the AHF upon request.
- d. Internal audits shall be conducted to monitor and evaluate the organization's compliance with this Standard and the effectiveness of the Halal Assurance System.

### Internal Audit Objectives

The objectives of internal halal audits shall include the following:

- a. To determine conformity of the Halal Assurance System with the requirements of this Standard and applicable international halal standards.
- b. To verify that the Halal Assurance System is implemented in accordance with the organization's documented procedures and plans.
- c. To identify non-conformities and determine the need for corrective and preventive actions.
- d. To verify that non-conformities identified during previous audits have been corrected within the specified timeframe.
- e. To provide management with information on the effectiveness of the Halal Assurance System implementation.

### Internal Audit Scope

The scope of the internal audit shall include the review of both Halal Assurance System documentation and system implementation.

#### i. Halal Assurance System Documentation

The following documents shall be reviewed as part of the internal audit:

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- a. List of materials and ingredients
- b. Halal certificates for materials and suppliers
- c. Material specifications
- d. Product formulations and recipes
- e. Purchasing and procurement records
- f. Storage and inventory records
- g. Production and processing records

The audit shall verify:

- a. Completeness of Halal Assurance System documentation
- b. Completeness of material specifications
- c. Validity and currency of halal certificates for materials
- d. Consistency between product formulations and the approved list of halal materials
- e. Consistency between purchasing records and the approved list of halal materials
- f. Consistency between production records, formulations, and approved materials
- g. Consistency between storage records and approved materials and products
- h. Effectiveness of product traceability systems

#### ii. Halal Assurance System Implementation

The internal audit shall also evaluate the implementation of the Halal Product Assurance System, including:

- a. Halal management organization structure
- b. Availability and completeness of halal technical reference documents
- c. Document control and traceability
- d. Communication and dissemination of halal requirements
- e. Halal training and awareness programmes
- f. Internal and external communication related to halal matters
- g. Monitoring and evaluation activities
- h. Internal and external reporting of halal assurance activities

#### Internal Audit Activities

##### i. Audit Schedule

Internal halal audits shall be conducted at least once per year. Additional audits may be conducted when significant changes occur that may affect the halal status of products, including changes in:

- a. Management structure

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- b. Halal policies or procedures
- c. Product formulation
- d. Materials or suppliers
- e. Production processes

### ii. Audit Methods

Internal halal audits may be conducted using appropriate audit methods, including:

- a. Interviews with personnel
- b. Review of documents and records
- c. On-site observation of operations
- d. Verification and cross-checking of information

### iii. Auditor

Internal halal audits shall be conducted by competent personnel appointed by the organization's management. Auditors shall have adequate knowledge of halal requirements and shall be independent from the activities being audited where possible.

### iv. Auditee

The internal audit shall cover all departments involved in halal product operations, including but not limited to:

- a. Purchasing Department
- b. Quality Assurance / Quality Control Department
- c. Production Department
- d. Research and Development Department
- e. Warehousing and Storage Department
- f. Transportation and Distribution Department
- g. Human Resources Department
- h. Retail outlets or food service operations, where applicable

### 6.7.2 Corrective Action

The organization shall establish a documented corrective action procedure for addressing non-conformities identified during internal audits or other monitoring activities.

- a. Corrective actions shall be implemented as soon as practicable, particularly where the non-conformity may affect the halal status of products.

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- b. The organization shall identify the root cause of the non-conformity and implement appropriate corrective and preventive actions to prevent recurrence.
- c. All corrective actions taken shall be documented and maintained as records.

### **6.7.3 Management Review**

Top management shall conduct a formal review of the Halal Assurance System at planned intervals, at least once every twelve (12) months.

The management review shall assess the continuing suitability, adequacy, and effectiveness of the Halal Product Assurance System.

- a. The review shall include consideration of:
  - b. Results of internal and external halal audits
  - c. Status of corrective and preventive actions
  - d. Changes that may affect the Halal Assurance System
  - e. Performance of halal control measures
  - f. Opportunities for improvement

Management review meetings shall include relevant departments and top management, and the proceedings shall be documented.

## **6.8 Technical References**

The organization shall establish and maintain appropriate technical references to support the effective implementation of the HPAS.

Technical references shall be distributed to all relevant departments involved in halal-related activities and shall be kept up to date.

Technical references shall include, but are not limited to:

- a. List of approved materials, including the name of the material, supplier, and manufacturer approved by the AHF.
- b. Applicable AHF regulations and requirements relating to halal certification, including certification validity, shipment certification requirements, and approved halal marking requirements.
- c. Procedures for approval of new suppliers or supplier changes.
- d. Identification and control of Haram Critical Control Points (HCCPs) related to materials and production processes.

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- e. Procedures for approval and use of new materials.
- f. Approved product formulations.
- g. Standard Operating Procedures (SOPs) for halal production processes.
- h. Procedures for inspection and verification of incoming materials.
- i. Procedures for storage of materials and products to prevent contamination with haram or najis substances.
- j. Procedures for receipt, handling, and storage of materials.

Technical references shall be reviewed periodically and updated whenever changes occur that may affect halal compliance.

## **6.9 Administration System**

The organization shall establish and maintain an integrated administration system that ensures all halal-related activities are properly documented, traceable, and accountable.

The administration system shall cover all operational stages, including:

- a. Purchasing of materials
- b. Receiving and inspection of materials
- c. Storage and warehousing
- d. Research and development activities
- e. Production operations
- f. Finished product storage
- g. Distribution and logistics

Relevant administrative records and forms shall be maintained as part of the Halal Assurance System and shall be made available during audits conducted by the AHF.

## **6.10 Documentation System**

The organization shall establish and maintain a controlled documentation system to support the implementation and monitoring of the Halal Assurance System.

6.10.1 All documents shall be properly controlled to ensure they are:

- a. approved prior to use
- b. periodically reviewed and updated
- c. accessible to relevant personnel

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- d. protected from loss, damage, or unauthorized modification

6.10.2 The documentation system shall include, but is not limited to, the following records:

- a. Material purchasing records
- b. Material receiving and inspection records
- c. Material storage records
- d. Research and development documentation, including product formulations
- e. Production records, including production processes and equipment cleaning records
- f. Finished product storage records
- g. Product distribution and shipment records
- h. Monitoring and evaluation reports
- i. Training and halal awareness records
- j. Corrective and preventive action records for non-conformities
- k. Management review records

6.10.3 All records shall be retained for a period specified by the AHF or applicable regulatory requirements.

### **6.11 Socialization Program**

HPAS Manual must be socialized to company stakeholders including third parties (supplier, toll manufacturer). These activities are aimed at creating awareness of all stakeholders on halal policy, to encourage them to apply it at operational level. Halal policy socialization could be in the form of poster, leaflet, general lecture, internal bulletin, supplier audit or company internal memo.

### **6.12 Internal and External Communication System**

Internal and external communication is an important activity in HPAS implementation. For this reason, company must establish and implement procedures for:

- a. Internal communication among all organization levels and functions.
- b. Receiving, documenting, and responding to communication from external sides including AHF.

### **6.13 HPAS Manual Implementation Assessment**

The AHF shall assess the adequacy and implementation of the Halal Product Assurance System (HPAS) to determine whether the system is capable of consistently ensuring the halal integrity of certified products.

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The assessment process shall evaluate both the HPAS documentation and the actual implementation of the system within the organization.

### 6.13.1 Principles of HPAS Assessment

- a. Compliance with all requirements established by the AHF and applicable international halal standards.
- b. Fulfilment of all administrative and documentation requirements related to halal certification.
- c. Alignment of the system with the fundamental principles of halal assurance.
- d. Consistency between the documented HPAS procedures and their practical implementation.
- e. Demonstrated capability of the system to ensure and maintain the halal status of certified products.

### 6.13.2 HPAS Assessment Procedure

The assessment of the HPAS Manual and its implementation shall be conducted through the following stages:

- a. Verification of the availability and completeness of required documentation.
- b. Desk appraisal of the HPAS Manual to assess the adequacy of documented procedures.
- c. On-site audit to verify the implementation of the HPAS within the organization.
- d. Evaluation of audit findings during the auditor review meeting.
- e. Determination of the HPAS implementation status.

### 6.13.3 Desk Appraisal of the HPAS Manual

The AHF shall conduct a desk appraisal to evaluate the adequacy of the submitted HPAS Manual prior to the on-site audit.

A structured assessment checklist or questionnaire may be used to evaluate the contents of the manual.

The desk appraisal shall verify the presence and adequacy of the following elements:

- a. Company Profile
- b. Halal Policy and System Description
- c. Halal Guidelines
- d. Identification of Haram Critical Control Points (HCCPs)
- e. Halal Management Organization
- f. Technical References
- g. Standard Operating Procedures

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- h. Administration and Documentation System
- i. Training and Awareness Plan
- j. Monitoring and Evaluation Procedures
- k. Management Review
- l. Supporting Appendices

#### 6.13.4 Desk Appraisal Evaluation Criteria

The HPAS Manual shall be evaluated based on the following criteria:

- a. Availability of required documentation
- b. Adequacy and completeness of the documentation
- c. Consistency between documented procedures and the organization's operational activities
- d. Following the assessment, the AHF shall prepare a desk appraisal report summarizing the findings.

The outcome of the desk appraisal shall result in one of the following decisions:

- Revision Required – The organization shall revise and resubmit the HPAS Manual.
- Approved for Implementation Audit – The HPAS Manual is accepted and the organization may proceed to the implementation audit.

#### 6.13.5 Assessment of HPAS Implementation

Organizations whose HPAS Manual has successfully passed the desk appraisal and have implemented the system for a minimum period of six (6) months shall undergo an implementation audit conducted by the AHF.

The objective of the implementation audit is to verify the practical implementation and effectiveness of the Halal Product Assurance System.

The audit scope shall include verification of system implementation across all relevant operational activities, including:

- a. material purchasing
- b. incoming material inspection
- c. material storage
- d. research and development activities

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- e. formulation or ingredient changes
- f. supplier approval or changes
- g. internal and external communication
- h. production planning
- i. production operations
- j. finished product storage
- k. distribution and transportation

#### **6.13.6 Audit Methods**

The implementation audit may include the following verification methods:

- a. Interviews with relevant personnel involved in halal-related activities.
- b. Review of records and supporting documentation.
- c. Observation of operational processes.

Verification and validation of the implemented Halal Assurance System

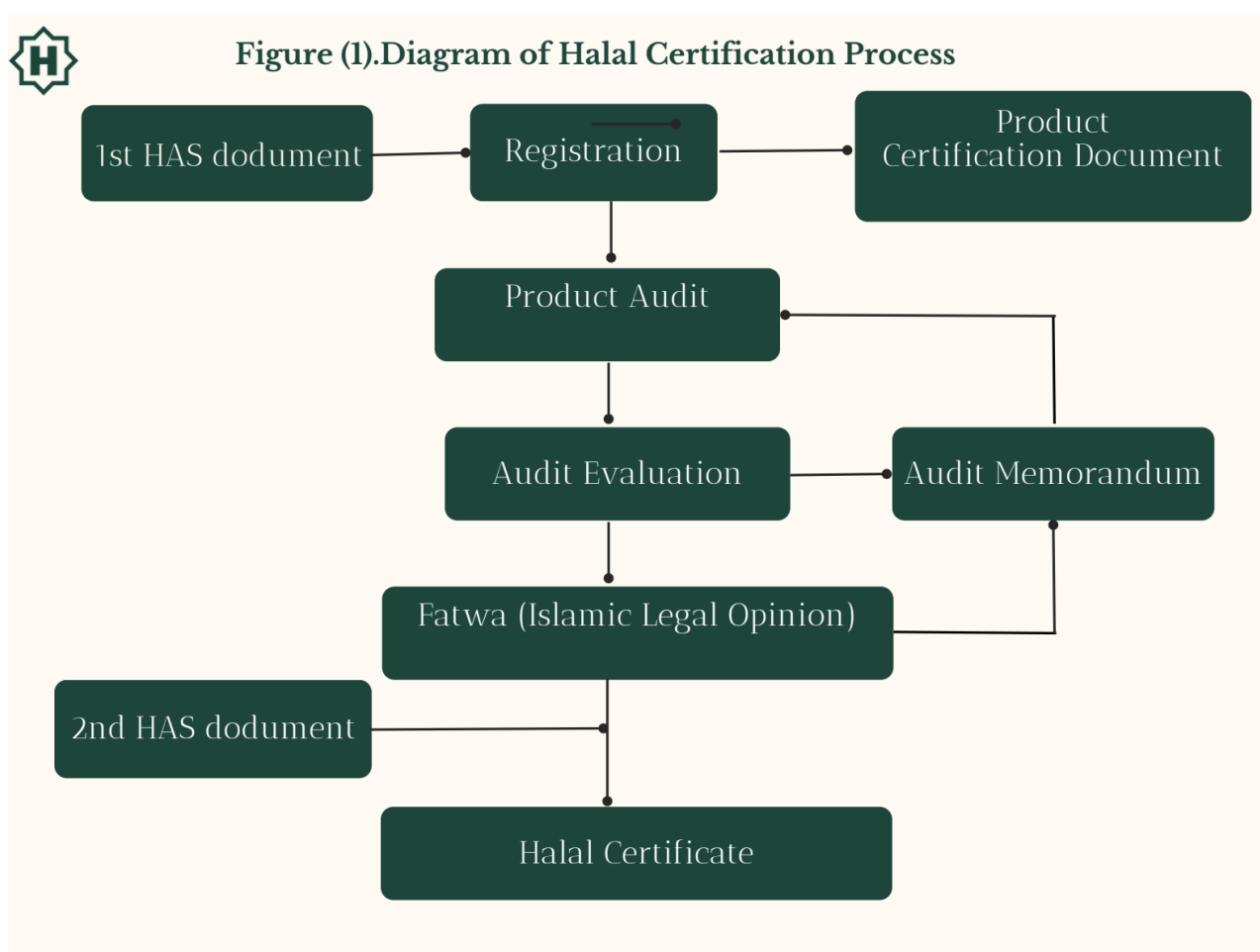
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## 7. CERTIFICATION & CONFORMITY ASSESSMENT

### 7.1 Halal Certification Process

Flow chart of Halal Certification Procedure:



### 7.2 Application

AHF requires the applicant for the Halal certificate to provide detailed information concerning its legal status/entity, raw materials, operations, product safety management system related issues i.e. HACCP studies, the number of shifts and number of employees in each shift, etc.

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The process is initiated when an applicant makes an inquiry, or an order is received through sales activities. The applicant is informed of the basic certification process. The application form for the preparation of a financial proposal is sent to the applicant so that an application can be prepared and completed. Once receiving the filled application form, the admin team will send the filled application form to the quality and control department without making any changes. The quality department will calculate the man-days based on given information by the client in the application and send to the admin department. Applicants should submit a list of management documents and all products produced by the company.

### **7.3 Indicative budget**

Following review of the application, AHF issues an indicative budget outlining the estimated fees for the certification process.

### **7.4 Closed budget**

Upon acceptance of the indicative budget by the applicant, a definitive agreement on fees and charges is concluded before the audit program commences.

### **7.5 Application review**

Before proceeding with the audit, AHF conducts a review of the application and supplementary information for certification to ensure that:

- a. The information about the Client and its production is sufficient for the conduct of the audit.
- b. The requirements for certification are clearly defined and documented and have been provided to the Client.
- c. any known difference in understanding between AHF and the Client is resolved.
- d. AHF has the competence and ability to perform the Certification activity.
- e. the scope of certification sought, the location(s) of the Client's operations, time required to complete audits and any other points influencing the Certification activity are taken into account (language, safety conditions, threats to impartiality, etc.).
- f. records of the justification for the decision to undertake the audit are maintained.

After reviewing the Application, AHF decides whether to accept the Application or not. If the AHF does not accept the application for certification due to the lack of necessary resources and/or competence of the

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Certification Body or non-compliance of the Client's production with the requirements on Halal production, AHF informs the Client about this and explains the reasons for the refusal (in all cases the Application review fee is non-refundable). AHF does not provide any advice on the achievement of compliance of the Client's products with the Halal standards. If the documents are found complete in all aspects, the application is ready for further submission at the next stage for scrutiny and audit approved by the general manager and the certification director.

### 7.6 Audit stage 1

1. The objectives of stage 1 audit is to provide an illustration for planning stage 2 audit by gaining an understanding of the product safety management system in the context of the Client's food safety hazard identification, analysis, HACCP plan and PRPs, policy and objectives, and, in particular, the Client's state of preparedness.
2. Stage 1 audit can be carried out at the premises of AHF or at the applicant's organization premises according to complexity of production or service in order to achieve the desired objectives of an audit.
  - a. In the case of categories A, B, G, H, I, J and K, it is not necessary for stage 1 audit to be on-site. However, it is the discretion of the AHFs audit team to decide to carry out an on-site audit. In categories C, D, E, F, L, M and N, it is obligatory that stage 1 audit is done on-site.
  - b. Where stage 1 audit has not been performed on-site, the duration of stage1 audit may not exceed 20% of the total audit time. Where it covers on-site work, duration of the stage 1 audit may not exceed 30% of the total audit duration.
3. AHF performed the Stage 1 audit to
  - a. audit the client's management system documentation
  - b. evaluate the client's location and site-specific conditions and to undertake discussions with the client's personnel to determine the preparedness for the stage 2 audit.
  - c. Review the client's status and understanding regarding requirements of the standard, in particular with respect to the identification of key performance or significant aspects, processes, objectives and operation of the management system.
  - d. Collect necessary information regarding the scope of the management system, processes and location(s) of the client, and related statutory and regulatory aspects and compliance (e.g. quality, environmental, legal aspects of the client's operation, associated risks, etc.).
  - e. Review the allocation of resources for stage 2 audit and agree with the client on the details of the stage 2 audit.

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- f. Provide a focus for planning the stage 2 audit by gaining a sufficient understanding of the client's management system and site operations in the context of possible significant aspects.
  - g. Evaluate if the internal audits and management review are being planned and performed, and that the level of implementation of the management system substantiates that the client is ready for the stage 2 audit.
4. When part of the production process is outsourced, stage 1 audit reviews the documentation included in Halal requirements and/or the product safety management system to determine if the combination of control measures is suitable for the Client and conform to requirements of Halal standards.
5. AHF shall document Stage 1 audit findings and communicate to the client, including identification of any areas of concern that could be classified as nonconformity during the stage 2 audit. AHF also informs the results of stage 1 audit to the applicant which may lead to postponement or cancellation of stage 2 audit.
6. Any part of the product safety management system that is audited during stage 1 audit and determined to be fully implemented, effective and in conformity with requirements, may not need to be re-audited during stage 2 audit. However, the AHF ensures that the already audited parts of the product safety management system continue to conform to the certification requirements. In this case, AHF shall include these findings in stage 2 audit report and shall clearly state that conformity has been established during stage 1 audit.
7. A detailed report on the first phase of the audit showing the audit results (consistent with the client's production objectives for the first phase of the audit) as well as potential areas of concern that can be identified as inconsistencies during the second phase of the audit is granted to the Client and after that the date of the second stage of the audit is agreed with the Client. If there are serious inconsistencies during the first stage of the audit, the Client is given some time to correct these inconsistencies.
8. The interval between the first and second stages of the audit is established considering the interests of the Client and giving them time to correct potential non-conformances but cannot exceed 6 (six) months. If non-conformances are not eliminated and/or this elimination is not accepted by AHF within this period, the Stage 2 audit is canceled.

### **7.7 Audit stage 2**

1. The purpose of the second stage of the audit is to check the effectiveness of implementation of the requirements of the production of Halal products by the Client and verification of compliance with the

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stated standards. The second stage is always carried out in the client's production facility and includes the following:

- a. Collection of information and evidence of compliance of production with Sharia Law and the requirements of the declared standards.
  - b. Monitoring, measuring, reporting and reviewing compliance with the basic requirements and objectives of the stated standard.
  - c. Verification of the production ability to comply with regulatory and legal requirements and the requirements specified in the Halal Certification Agreement.
  - d. Internal auditing and management review.
  - e. Management responsibility for the client's policies
  - f. Links between the normative requirements, policy, performance objectives and targets (consistent with the expectations in the applicable certification standard or other normative document), any applicable legal requirements, responsibilities, competence of personnel, operations, procedures, performance data and internal audit findings and conclusions
  - g. Verification of Halal production control products.
  - h. Checking of the non-conformances/faults management system.
2. The audit team analyzes the results and evidence gathered during both phases of the certification audit to review the audit findings, agree on the audit conclusions and draw up an audit report. AHF has assigned the responsibility to the Quality manager to review all information and results related to the evaluation and submit to the certification department for further proceedings. The delay of the stage1 and stage 2 should not exceed 6 months.
  3. Perform on-site audit stage 2 evaluation, take samples, and perform tests.
    - In case of critical non-conformity, perform another audit.
    - Close nonconformities recommend grant of certificate

### 7.8 Request documentation

AHF may request additional documentation from the applicant, which may include regulatory fact sheets, business licenses, product registrations, or other supporting records required to complete the certification review.

### 7.9 They meet the requirements

All corrections, corrective actions, complaints, and appeals are reviewed and closed out by the Quality Manager before the application is advanced to the Certification Committee for a final decision.

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### **7.10 Certification Committee meeting**

Decision to grant or deny the halal certificate after review of the closing of corrective actions by the certification committee and final sign of the committee.

AHF Halal Certification Committee is responsible for all decisions on granting, refusing, suspending, withdrawing, and expanding/reducing Halal Certification and its scope. The procedure includes the assessment of the sufficiency of information provided by the audit team, assessment of the content of all audit reports and Application documents, critical evaluation of all risks and information received from the Halal Certification Unit and the Shariah Committee. The information provided to the certification decision committee includes, as a minimum the audit reports, comments on the nonconformities, the correction and corrective actions taken by the client, confirmation of the information provided to the certification body used in the application review, and a recommendation whether or not to grant certification, together with any conditions or observations. AHF ensures that personnel granting halal certificates fulfill all the competency requirements. The team taking the certification decision is not less than 3, including an Islamic affairs expert and the decisions are taken unanimously, not by majority of votes. The procedure for making the decision is as follows.

1. Halal Certification Committee analyzes all the information, reports and feedback provided by the Halal Certification Unit. It critically reviews this information in terms of a client's production compliance with Halal production and certification standards, requirements and regulations by applying the critical analysis technique and knowledge of these standards, requirements and regulations. After the review of all provided information, the voting takes place.
2. After the vote the decision on granting/refusing Halal Certificate is protocolled and the official conclusion including the decision and the reason for this decision is provided to the Halal Certification Unit. Decisions are taken unanimously, not by majority of votes.
3. If the decision is negative, the Halal Certification Unit informs the Client about the decision and reason for it. In this case the Halal Certification process ends at this point.
4. If the decision is positive, the certification department will prepare Halal certificate with all the relevant information related to the product.
5. Upon completion of the certificate the same is given to the President for the approval.
6. Upon completion of the above, AHF will issue a Halal certificate with a validity period of 03 years, starting as of the date on which certification is granted. Halal certificate is issued to the client after approval of the President. The time to issue a Certificate is a maximum of 30 working days.
7. The Certificate specifies the name and address of the certification body, the date of granting certification, the name and address of the client, the scope of certification, the expiry date of

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certification, the signature or other defined authorization of the person(s) of the AHFB assigned such responsibility.

8. The AHF Halal Logo is issued at this stage for use.

### **7.11 Contract agreement**

Upon approval of certification by the Certification Committee, a formal Halal Certification Agreement is signed by the AHF Vice President (or authorized signatory) and the applicant, setting out the rights and obligations of both parties for the certification period.

### **7.12 Grant of certificate (3 years cycle)**

The halal certificate is issued for a period of three (3) years from the date of the certification decision. It specifies the certified organization's name and address, the scope of certification (product and/or service categories), the certificate validity period, and the authorized AHF signatory. The AHF Halal Logo is issued at this stage for use on certified products in accordance with the conditions stipulated in the certification agreement. Surveillance audits are required in the first and second years of the certification cycle.

### **7.13 Suspension, withdrawal & reduction of scope**

All rights reserved to suspend, withdraw, or reduce the scope of halal certification at any time if there is any breach of the conditions or guidelines found in Halal certified products, a change of ownership, the fee or any part thereof remains unpaid or at the expiry of the halal certificate.

### **7.14 Surveillance audit**

AHF will conduct surveillance audits for first and second years following the certification decision, in order to ensure continued compliance of Halal product/service with the requirements of the Halal certification, giving due regard to the requirements of the Halal product/service standard to which the Halal certification has been conducted and taking account of the nature of Halal product/service, requirements of the Halal certification, any nonconformities detected in the Halal product/service or Halal production/service premises or any complaints received with regard to certified Halal product/service.

The intent is to ensure that any changes to the scope of the Halal certification audit are captured and monitored regularly to determine if the Halal certification is still representative of the actual management system. Surveillance audits will be conducted at the client site.

Surveillance audits shall be conducted at least once a year. The date of the first surveillance audit following initial certification shall not be more than 12 months from the last day of the stage 2 audit. The deadline is calculated from the last day of the Stage 2 audit in each case. A Lead Auditor must participate in surveillance audits. The sector competence must be present in the audit team.

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During preparation of the audit, the audit team leader initiates an inquiry to the customer regarding changes in the structural and procedural organization, the size of the company and the company activities. This includes in particular a review of the current system documentation. In addition, materials used for public relations (e.g., Internet, advertising material) can be used for preparation purposes.

Regular surveillance audits are carried out on the same principle as certification audits, but the audit program can be much shorter, depending on the complexity of the audited production, the results of previous audits and the established frequency of periodic audits. Surveillance audits are on-site audits, but are not necessarily full system audits, and are planned together with the other surveillance activities so that AHF can maintain confidence that the certified production continues to fulfil requirements between recertification audits. The surveillance audit programme shall include, at least:

- Internal audits and management review
- A review of actions taken on nonconformities identified during the previous audit.
- Treatment of complaints
- Effectiveness of the management system with regard to achieving the certified client's objectives,
- Progress of planned activities aimed at continual improvement.
- Continuing operational control;
- Review of any changes
- The use of Halal Mark and/or any other reference to certification.

AHF also regularly reviews the documentation provided by the Client, and upon the expiration of the certificates provided, requests the new ones. The Client is given a certain amount of time to provide the updated certificates. If the renewed certificates are not provided at the set time, the validity of the Halal Certificate issued is suspended or revoked.

In all cases, the procedures with regard to reports issued as a result of surveillance shall be determined by the Halal Cer- Surveillance activities shall include on-site audits assessing the certified client's management system's fulfillment of specified requirements with respect to the standard to which the certification is granted.

Other surveillance activities may include

a) enquiries from the AHF to the certified client on aspects of certification,

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b) reviewing any client's statements with respect to its operations (e.g. promotional material, website),

c) requests to the client to provide documents and records (on paper or electronic media), and d) other means of monitoring the certified client's performance.

- When continuing use of a certification mark is authorized for placement on a product (or its packaging, or information accompanying it) of a type which has been certified, surveillance shall be established by AHF and shall include periodic surveillance of marked products to ensure ongoing validity of the demonstration of fulfillment of product requirements.

- When continuing use of a certification mark is authorized for a process or service, surveillance shall be established and shall include periodic surveillance activities to ensure ongoing validity of the demonstration of fulfillment of process or service requirements.

- In case of nonconformities, the audit team leader should proceed as in the certification audit. Suspensions of the certificate must also be considered. When Halal production premises are audited and if non-conformances that directly affect Halal product safety are detected samples may be taken for the surveillance purposes. The audit file is then reviewed by the appointed decision committee after closure of all NCs.

- Decisions on continuing with existing Halal certification (certificate maintenance) will be made based on sufficient evidence that the client organization has continued to satisfy requirements of the management system standard(s).

- Decision for the date of the surveillance audit will be based on the date of certificate release by AHF during the previous audit cycle.

- Surveillance Preparations: starts 6 months after the date of certification.

- Surveillance audit: 9 months after the date of certification  $\pm$  3 months certification Committee.

### **7.15 Renewal audits**

1. AHF conducts Recertification Audits as a gauge of continued fulfillment of audit requirements and scope relevance for the Halal certificate owners (certified organization) once they submit a recertification application six (6) months prior to the expiry date of current Halal certificate.
2. The recertification audit will only be conducted upon client extension of the contract for audit services. In case of contract termination, no recertification audits will occur to continue the client organization's certification in the next cycle.

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3. The recertification audit will consider the results of prior audits and ensure that the client organization can demonstrate continued effectiveness of its management system against standards.
4. The intent is to ensure that any changes to the scope of the certification audit are captured and monitored regularly to determine if the certification is still representative of the actual management system.
5. In most cases, recertification audits are conducted in one stage. Recertification could be done in 2 stages if there are any major changes in the clients systems.
6. The time interval for addressing non conformances in case of recertification audits varies depending on the clients' certificate validity.
7. Halal certificate owners who failed to renew their certificates will not be allowed to use the Halal mark at the premises or on the manufactured products. Gap-free recertification is also possible if the certification decision has been made 3 months at the most before the expiration date. Competence requirements for the auditors in a recertification audit will remain the same as for the initial audit. The auditor asks the company about any changes in the structural and procedural organization of the company, the size of the company, the company activities and the scope. In determining the calculation of the audit effort / audit program he shall take into account the results of previous audits and decide to waive the audit stage 1. It may be necessary to perform a Stage 1 audit in the context of a recertification audit if there have been significant changes to the management system or in relation to the activities of the company (e.g. changes in the law). The documentation shall be in the calculation/ audit program.
8. Recertification audits include a review of management system documentation with confirmation of the review in the audit report. If there have been significant changes, the result of the review must be documented separately, and an onsite audit carried out. The results of the previous surveillance program(s) over the course of the certificate validity shall be considered. All requirements of the standard must be audited. The audit methodology is equivalent to the methodology of a Stage 2 audit.
9. Following points should also be reviewed in the recertification audit:
  - effectiveness of the interaction between all quality management elements in the management system with regard to internal or external changes, and the continuing significance and applicability of the management system within the scope of the certification,
  - verification that the obligation to maintain the effectiveness of the system and to improve it has been fulfilled in order to increase overall performance capacity within the organization,
  - verification that the certified management system contributes to achievement of the policies and objectives of the organization.

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10. Audit performance, documentation and also issue of certificates shall be performed in accordance with the rules applying to certification audits.
11. Normally the certification decision should be made before the expiration date of the certificate.

### **7.16 Extension audit**

An extension audit can be performed to extend the scope of an existing certificate. The extension / reduction audit may be carried out within the scope of a surveillance audit, re-certification audit or on an independently selected date. The validity period of the certificate remains unaffected. Exceptions have to be justified in writing. The audit team leader / audit team will review the MS documents concerning the extended areas / new locations and audit all requirements which are affected by the extension.

The further procedure regarding the documentation and release of the audit procedure corresponds to a certification audit.

### **7.17 Short-notice audits**

It may be necessary for the certification body to conduct audits of certified clients at short notice to investigate complaints, or in response to changes, or as follow up on suspended clients. In such cases

- the certification body shall describe the conditions under which these short notice visits are to be conducted,
- the certification body shall exercise additional care in the assignment of the audit team because of the lack of opportunity for the client to object to audit team members.

### **7.18 Transfer of certificates from other Certification Bodies**

The following minimum requirements shall apply:

#### **Prerequisites**

As a rule, only certificates issued by accredited certification bodies can be transferred; the accrediting body must have signed the cooperation for Accreditations Multilateral Agreements (MLA). Companies with certificates from non-accredited certification bodies are to be treated as new customers.

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### **Pre-Transfer Review**

A Pre-Transfer Review must be conducted by a competent auditor always. This generally comprises review of important documents and a visit to the customer. Additional audit time might be necessary. The audit time depends on the size and complexity of the organization. If necessary, the additional audit time has to be documented in the calculation / Audit program. The Pre-Transfer Review must cover the following aspects:

- confirmation that the certified activities of the customer are covered by the scope of our own accreditation
- the reasons for transfer of the certificate
- confirmation that a valid management system certificate with regard to term of validity and performance profile of the customer, issued by an accredited certification body, is to be transferred;
- review of the previous reports on the certification or recertification audit and the subsequent surveillance audits and of all nonconformities dealt with in these reports: this discussion should also include all other available relevant documents and records on the certification process, such as hand-written notes and checklists.
- any complaints received and the action taken.
- the stage of the current certification cycle.

If the transfer is performed within the framework of a surveillance / recertification audit, the pre-transfer review can be performed in connection with the audit.

Performing the transfer audit in connection with the recertification audit, the form of the assessment of the certification period is substituted by the checklist / documentation on certificate transfer.

## **8. INSPECTION AND TESTING**

The AHF reserves the right, at any time during the validity of certification, to conduct inspections and testing activities to verify continued compliance with this Standard.

Such activities may include unannounced inspections, product and raw material sampling, review of records within the certification scope, and interviews with relevant personnel.

In addition to any testing conducted by the AHF, the certificate holder shall implement an internal halal testing programme as part of the Halal Product Assurance System (HPAS).

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All mandatory laboratory testing shall be performed by laboratories accredited to ISO/IEC 17025:2017 for the relevant analytical method, or by laboratories formally approved by the AHF.

Test reports shall clearly identify:

- a. Laboratory name and accreditation number
- b. Test method used
- c. Sample identification and reference number
- d. Date of analysis
- e. Test results

All laboratory reports shall be maintained as controlled records and made available to the AHF during certification audits or upon request.

### 8.1 Types of Testing

| Test Type                                         | Application and Minimum Frequency                                                                                                                                                                                                                     |
|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Porcine DNA — Real-Time PCR</b>                | Mandatory for: all meat and poultry products; products containing gelatin, collagen, or animal-derived emulsifiers; products on shared equipment with any porcine risk. Minimum quarterly or per AHF direction. Laboratory: ISO/IEC 17025 accredited. |
| <b>Species Identification — DNA</b>               | Mandatory for: all meat and poultry products requiring species authentication; imported meat. Purpose: confirm declared species are present and no undeclared species detected.                                                                       |
| <b>Alcohol Content — Gas Chromatography (GC)</b>  | Mandatory for: products containing flavourings, extracts, or fermented ingredients. At each formulation change and minimum annually. Results compared against AHF threshold                                                                           |
| <b>Environmental Swab / Cleaning Verification</b> | Required following sertu purification and shared line changeovers to verify freedom from haram residue. Method as agreed with AHF; may include ATP, protein, or DNA-based verification.                                                               |
| <b>Microbiological Testing</b>                    | Per applicable food safety standards and requirements. Microbiological failures affecting cleaning integrity shall be assessed for halal cross-contamination impact.                                                                                  |

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| Test Type                           | Application and Minimum Frequency                                                                                                                                |
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| Sensory / Organoleptic Verification | Where applicable, sensory assessment to detect abnormal characteristics that may indicate contamination or substitution. Documented in batch production records. |

Any test result confirming porcine DNA, an undeclared species, or alcohol above the AHF permissible threshold in a certified product shall be treated as a Critical Non-Conformance. Immediate quarantine of all affected batches and AHF notification within twenty-four (24) hours are mandatory.

1. Species Identification Testing (DNA)
2. Alcohol content testing
3. Porcine Contamination Detection
4. Microbiological Standard
5. Sampling Procedures

## 8.2 Sampling and Laboratory Testing Procedures

- a. Sampling procedures shall comply with the requirements of BPJPH Halal standards to ensure the integrity, accuracy, and traceability of all collected samples.
- b. Sampling and laboratory testing shall be conducted in a Halal-certified laboratory that meets applicable regulatory standards and accreditation requirements.
- c. Sampling, handling, transportation, and testing of samples must be performed in a manner that prevents contamination, ensures sample integrity, and maintains traceability throughout the process.

## 8.3 Sampling of Solid Samples

- a. Solid samples shall be representative of the relevant batch or lot.
- b. Samples must be collected using sterile, clean, and non-contaminated tools to prevent cross-contamination.
- c. Appropriate procedures shall be implemented to maintain the integrity of the solid samples during handling, transportation, and storage.
- d. Laboratory analysis of solid samples shall be conducted using recognized analytical methods applicable to Halal verification and relevant testing standards.

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#### 8.4 Sampling of Liquid Samples

- Liquid samples shall be collected using sterile containers that are properly sealed to prevent contamination.
- Sampling procedures shall ensure prevention of cross-contamination and preservation of sample integrity.
- Liquid samples shall be analyzed using appropriate analytical methods relevant to the Halal testing requirements and the nature of the liquid product.

#### 8.5 Laboratory Requirements

- The laboratory shall implement a documented quality management system and be accredited to a recognized international standard such as ISO/IEC 17025.
- The laboratory shall employ competent personnel trained in the sampling and analysis of Halal-related materials, including both solid and liquid samples.

The laboratory shall maintain confidentiality, impartiality, and professional integrity in accordance with BPJPH Halal system requirements.

### 9. NON-CONFORMANCE & RECALL

The certificate holder shall establish and maintain procedures for the identification, classification, correction, and prevention of non-conformances affecting halal compliance.

Non-conformances shall be recorded, investigated, and addressed in a timely manner.

#### 9.1 Classification of Non-conformances

| Classification  | Definition                                                                                                         | Mandatory Response Timelines                                                                                                               |
|-----------------|--------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CRITICAL</b> | Confirmed or probable haram substance in certified product; fraudulent use of certification; concealment from AHF. | Containment: immediate AHF notification: ≤24 hours<br>Root cause analysis: ≤3 days<br>Correction: ≤7 days<br>Verification: ≤30 days        |
| <b>MAJOR</b>    | Fundamental halal control failure (absent Tasmiiyyah; undisclosed non-halal ingredient; sertu not performed;       | Containment: ≤48 hours AHF notification: ≤5 working days<br>Root cause analysis: ≤7 days<br>Correction: ≤30 days<br>Verification: ≤60 days |

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| Classification | Definition                                                                                                                                                     | Mandatory Response Timelines                                                                           |
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|                | unauthorized slaughterman; systemic HAS failure).                                                                                                              |                                                                                                        |
| <b>MINOR</b>   | Isolated or partial compliance failure not immediately compromising halal status (expired supplier certificate; incomplete record; minor labelling deviation). | Containment: ≤5 working days Root cause analysis: ≤14 days Correction: ≤60 days Verification: ≤90 days |

The AHF reserves the right to reclassify a non-conformance to a higher severity level if the applicant fails to respond within the specified timelines, if additional evidence suggests a more serious breach, or if recurrence of the same non-conformance is identified. Repeated non-conformances of the same type shall be automatically escalated by one severity level.

## 9.2 Incident Reporting

The certificate holder shall immediately report any incident that may compromise the halal integrity of certified products.

Incidents requiring reporting include, but are not limited to:

- a. suspected contamination with haram materials
- b. use of non-approved ingredients
- c. breakdown of segregation controls
- d. laboratory results indicating porcine contamination or undeclared species.
- e. Incident reports shall include:
  - f. description of the incident
  - g. affected products or batches
  - h. immediate containment actions
  - i. proposed corrective and preventive action

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### 9.3 Product Recall & Withdrawal

Where a halal non-conformance has resulted, or may have resulted, in the distribution or sale of products that do not comply with this Standard, the certificate holder shall initiate a product recall or market withdrawal without delay.

The AHF shall be notified immediately upon initiation of a recall.

Certificate holders shall establish and maintain a documented Product Recall Procedure that includes:

- a. product traceability mechanisms
- b. recall decision process
- c. communication procedures
- d. product recovery and disposal procedures
- e. verification of recall effectiveness.

A mock recall exercise shall be conducted at least once per year to verify the effectiveness of the recall system.

Records of mock recall exercises shall be retained and submitted to the AHF during certification audits

### 9.4 Communication to Authorities

Where required by applicable regulations, the certificate holder shall notify relevant regulatory or food safety authorities of any product recall, withdrawal, or incident affecting halal compliance.

The certificate holder shall cooperate fully with the AHF and any competent regulatory bodies during investigations, product recalls, or enforcement actions.

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## 10. APPENDICES

### Appendix 1. EXAMPLE OF HALAL POLICY

COMPANY XYZ is committed to producing and supplying products that are halal (lawful) and tayyib (wholesome), in full compliance with Islamic Shariah and all applicable halal standards. We accept full responsibility for maintaining halal integrity across every stage of our operations from raw material procurement through production, storage, distribution, and service.

We hereby commit to:

1. Fully complying with the requirements of the applicable halal standard and all conditions stipulated by AHF
2. Preventing contamination with non-halal (haram) or impure (najis) substances throughout all stages of procurement, production, packaging, storage, distribution, and service
3. Providing adequate resources, competent personnel, appropriate training, and sufficient infrastructure to support halal compliance at all times.
4. Continuously improving the Halal Product Assurance System through regular internal audits, management reviews, and timely corrective action.
5. Communicating transparently with regulatory authorities, customers, and the public regarding the halal status of our products.
6. Ensuring that this Halal Policy is understood, implemented, and upheld by all personnel within the organization.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Top Management**

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## Appendix 2. HALAL GUIDELINES

### A. Preface

In this part the principle of halal and haram in Al Qur'an and Fatwa from MUI will be described.

Sources of Islamic Law:

1. Al Qur'an. It is The Holy Book of Islam. It contains philosophy, principles, and theories of Islamic laws which are work of Allah for the guidance of mankind. It mainly prescribes permanent, absolute, values and basic principles of Islamic laws.
2. Al-Hadith. It is the authentic practice of Prophet Muhammad (the saying, actions, habits, and approvals) that explain in detail the application of the Qur'anic principles.
3. Ijma sahaaba. It is the consensus of the opinion of the sahaba (companions of the prophet Muhammad based on their understanding of The Al Qur'an and Al Hadiths).
4. Qiyas. It is a law-making method by comparing things with cases already explained in Al Qur'an and Al Hadiths.
5. Fatwa. It is Islamic legal opinion about the law status of a certain case made by Ulama (Islamic Scholars).

### B. Meaning Of Halal Haram

1. Halal means lawful. In the case of food, most are halal except for some that are explicitly mentioned in the Al Qur'an al Hadiths.
2. Haram is something prohibited by God Almighty. People who deliberately ignore what is not allowed will face God's punishment in the life hereafter. Some even face Islamic law sanctions in life.

### C. Principles on Halal and Haram Status

1. Everything is halal unless explicitly forbidden
2. Only Allah has the right to legislate for man
3. Prohibiting halal and permitting haram is unlawful
4. Haram is always associated with what is bad and harmful
5. There is always a better substitute in halal for the haram
6. Anything that leads to haram is considered haram

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7. It is haram to declare something halal when it is manifestly haram
8. Good intentions do not justify committing haram
9. One should guard oneself against matters that are on the borderline between halal and haram
10. In extreme circumstances, haram is permissible within certain limits.

#### **D. Halal and Haram in Al Qur'an**

1. Al - Baqarah 168: "O ye people! Eat of what is on earth. Lawful and good; and do not follow the footsteps of the evil one for he is to you and avowed enemy.
2. Al Baqarah 172-173: "O ye who believe! Eat of the good things that we have provided for you and grateful to Allah, If it is Him ye worship. He hath only forbidden you dead meat, and blood, and flesh of swine, and that on which any other name hath been invoked besides that of Allah.
3. Al-An'am 145: "Say: I find not in the message received by me by inspiration any (meat) forbidden to be eaten by one who wishes to eat it, unless it be dead meat, or blood poured forth, or the flesh of swine ---for it is an abomination – or what is impious, (meat) on which a name has been invoked other than Allah. But (even so), if a person is forced by necessity, without willful disobedience. Or transgressing due limits---thy Lord is oft-forgiving, Most Merciful".
4. AL-Maidah 3: "Forbidden to you (for food) are: dead meat, blood, the flesh of swine, and that on which hath been invoked the name of other than Allah. That which hath been killed by strangling, or by violent blow, or by a headlong fall, or by being gored to death, that which hath been (party) eaten by a wild animal, unless They are able to slaughter it (in due form); that which is sacrificed on stone(altars); (forbidden) also is the division (of meat) by raffling with arrows: that is impiety.
5. Al Maidah 90 – 91: "O ye who believe! Intoxicants and gambling, (dedication of) stones, and (divination by) arrows, are an abomination of Satan's plan is (but) to excite enmity and hatred between you, with intoxicants and gambling, and hinder you from remembrance of Allah, and from prayer; will ye not then abstain? ".
6. Al Maidah 96: "Lawful to you is the pursuit of water-game and its use for food—for the benefit of yourselves and those who travel: but forbidden is the pursuit of land game ---as long as ye are in the sacred Precincts or in pilgrim garb. And fear Allah, to whom ye shall be gathered back".
7. Al A'raf 157:" ... he allows them lawful what is good (and pure) and prohibits them what is bad (and impure) ...."

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#### **E. Fatwa (Islamic Legal Opinion) Of MUI for Materials and Production Process (No. 4/2003)**

##### **1. Khamr**

- a. Anything that is intoxicating is considered as khamr (alcohol drink).
- b. Drinks containing a minimum of 1 % ethanol is categorized as khamr
- c. Drinks categorized as khamr is najis (filth)
- d. Drinks those are produced through a fermentation process containing less than 1 % ethanol are not categorized as khamr but are haram for consumption.

##### **2. Ethanol**

- a) Ethanol produced by non khamr industry is not najis (pure)
- b) Using of pure ethanol which is produced by non khamr industry is:
  1. Mubah (allowed), if it is not detected in the finished product.
  2. Haram (prohibited) if it is detected in the finished product.
- c) Use of ethanol produced by khamr industry in food production is haram

##### **3. By product of khamr industry**

- a. Fusel oil as a by-product of khamr industry is haram and najis.
- b. Fusel oil which is not a by-product of the khamr industry is halal and not najis.
- c. Component that is physically separated from fusel oil as by product of khamr industry is haram.
- d. Component that is physically separated from fusel oil as by product of khamr industry and then chemically reacted to be a new compound is halal.
- d. Vinegar is halal.
- e. Yeast separated from khamr and washed to remove taste, smell and color of khamr is halal.

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#### 4. Flavor Imitating Haram Product

Flavor using the name and having the sensory profile of a haram product, like rum flavor, pork flavor, etc. could not be halal certified although ingredients used are halal.

#### 5. Microbial Product

- a. Microbes which grow on and halal growth media are halal, and which grow on haram growth media are haram.
- b. Microbial consumer products which use haram and najis materials on its growth media in all production steps (refreshing scale, pilot plant scale and production stage) are haram.
- c. Consumer products containing microbial products which grow on non halal media are haram
- d. Consumer products containing microbial products must be traced back to the initial growth media of the microbes.

#### 6. Use of Sharing Facility

- a. Facility that has been used to produce products containing pork must be cleansed seven times by water and once of them by dust or its substitute that has similar cleaning power.
- b. Facility must not be alternately used for producing pork and non-pork products.

#### F. Several Examples of Critical Materials

1. Meat of halal animals could become haram if the animal is slaughtered not according to the Islamic law. Critical points in the slaughtering process are as follows.

- i. Slaughter men must be devoted Muslims who daily practice the Islamic rites.
- ii. Knife must be sharp.
- iii. In the post slaughtering process, animal should be completely dead before
- iv. the next process begins and blood should be completely drained.

Imported meat should be supported by following documents or conditions:

- i. Halal certificate from a halal certification body approved by AHF.
- ii. Shipment and other supporting documents such as shipping documents, health documents, etc.

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- iii. Halal Certificate should conform to other documents.
- iv. The documents should conform to physical conditions, such as packaging and label.
- v. Document must have the correct lot number, plant number, date of slaughtering, etc.

### 1. Animal Derivatives.

Animal Derivatives are halal if they are derived from halal animals slaughtered according to the Islamic law, not derived from blood and not contaminated by haram (unlawful) and najis (impure) materials. Following are examples of animal derivatives or materials that could be derived from animal derivatives:

- I. Fat
- II. Protein
- III. Gelatin
- IV. Collagen
- V. Fatty Acid and its derivatives (E430 – E436)
- VI. Salts or esters of fatty acid (E470-E495)
- VII. Glycerol/glycerin (422)
- VIII. Amino acid (examples : cysteine, phenylalanine, etc.)
- IX. Edible bone phosphate (E521)
- X. Di/Tricalcium Phosphate
- XI. Blood plasma
- XII. Globulin concéntrate
- XIII. Fibrinogen
- XIV. Microbe growth media (example: blood agar)
- XV. Hormone (example : insulin)
- XVI. Enzyme from pig/cow pancreas (amylase, lipase, pepsin, tripsin)
- XVII. Taurine
- XVIII. Placenta
- XIX. Milk products and their derivatives and their by products which are processed by enzyme (example: cheese, whey, lactose, caseine/caseinate)
- XX. Several vitamins (examples: A, B6, D, E)
- XXI. Activated Carbon
- XXII. Bristle

### 2. Vegetable Products

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Materials derived from vegetables are basically halal but if processed with additives and/or processing aids that are not halal, they become not halal. Therefore, it is necessary to know the production process, the additives and the processing aid used in the making of vegetable products. Following are examples of vegetable materials that might have critical points:

- I. Wheat flour could be enriched by vitamins, among them B1, B2 and folate acid.
- II. Oleoresin (Chili, spices, etc) may contain emulsifiers (examples: polysorbate/tween & monooleat glycerol that might be derived from animals)
- III. Soybean lecithin could be produced by using phospholipase in the production process to improve its function.
- IV. Hydrolyzed Vegetable Protein (HVP) could be produced by using enzymes in the hydrolysis process.

3. By products of Alcoholic Drink Industry and their Derivatives

By-products of the alcoholic drink industry and their derivatives are haram if they are only physically separated from the product but if they are chemically reacted to be a new compound, they become halal. Example of byproducts of alcoholic drink industry and their derivatives are:

- I. Cognac oil (by product of cognact/brandy distillation)
- II. Fusel oil (by product of distilled beverages and their derivatives, such as isoamyl, isobutyl and propyl alcohol, acetaldehyde, 2.3 butanadiol, acetone, diacetyl, etc.)
- III. Brewer yeast (by-product of beer industry)
- IV. Tartaric acid (by product of wine industry)

4. Microbial Product

Status of microbial product could be haram if it belongs to the following categories:

- I. Status of microbial product could be haram if it belongs to the following categories:
- II. Microbial products grow on media containing haram materials such as blood, peptone from haram source or produced by using enzymes from haram source.
- III. Microbial products using enzymes of haram materials in their production process.
- IV. Microbial products using haram additives or processing aid in their production process, such as antifoams derived from lard, glycerol or other similar substances.

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V. Microbial recombinant genes derived from haram materials. Examples are as follows:

- 1)  $\alpha$ -amylase enzymes and proteases resulting from *Saccharomyces cerevisiae* recombinants with genes from animal tissues.
- 2) Insulin hormones resulting from *E. coli* recombinants and genes from pig pancreas tissues.
- 3) Human growth hormones resulting from *E. coli* recombinants.

#### 5. Other Derivatives

The following are examples of other additives those often-become critical points:

- I. Aspartame (made of amino acid phenylalanine and aspartic acid)
- II. Natural colorings
- III. Flavors
- IV. Seasonings
- V. Vitamin coatings
- VI. Emulsifiers and stabilizers
- VII. Antifoams
- VIII. Etc.

Intoxicating beverages or those containing alcohols, narcotic, calming, toxicant or harmful substances.

- **Plantation:**

Plants, their products and their toxicant, harmful or narcotic derivatives, unless toxicant or harmful substances are removed during preparation.

- **GMO / GMF:**

All Food / Products produced by genetic modification from a prohibited species or more than one species.

- **Additives / Preservatives:**

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All toxicant, harmful or calming food additives, products and their products and derivatives or derived from nonHalal materials.

- **Mushroom**

All types of mushrooms and their byproducts and/or derivatives are halal except those that are poisonous, intoxicating or hazardous to health.

- **Enzymes:**

All enzymes derived from non-Halal sources.

- **Microorganisms:**

All microorganisms such as germs, fungi, toxicant and harmful yeast produced on non-Halal environments or using non-Halal ingredients.

### 6. Pharmaceutical

#### **a) Raw materials & sources**

- Animal-derived ingredients: Gelatin (capsules), porcine/human/hybrid animal sources, heparin, trypsin, etc. AHF specifically flags “soft gels, gelatin, glycerine, whey, ethanol, heparin sodium, mono-diglycerides, trypsin” in pharmaceuticals as major concerns.
- Ethanol and other alcohols: These may be used as solvents, excipients, preservatives. Even trace residues can raise halal questions. The AHF guidance states pharmaceuticals must be free from “non-halal animal derivatives and ethanol” as a baseline.
- Animal/biological sources: Biological products (vaccines, sera, growth media) that use animal cells, foetal bovine serum, etc – they raise issues of halal origin.

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- Cross-sourcing of ingredients: Even if an ingredient is chemically synthesized, the upstream may involve non-halal animal origin or contamination.

### **b) Manufacturing & processing**

- Segregation: Facilities/processes must ensure that halal and non-halal materials are segregated (raw, in-process, packaging lines) to avoid contamination.
- Cleaning & equipment: Shared equipment used for non-halal animal-derived materials or non-halal products needs validated cleaning protocols.
- Processing aids: Enzymes, catalysts, fermentation media might use non-halal animal origin.
- Alcohol usage in processing, purification: Even if the final product has minimal residue, the process may still be problematic if not islamically permissible.
- Traceability and documentation: For halal certification, documentation of origin, processing path, cleaning records, change control is key. The AHF emphasises that “any change in ingredients, equipment, production process ... is notified ... and seeks halal approval.”

### **c) Final product form & usage**

- Route of administration: Oral, injectable, topical – topical may have more leniencies but still needs scrutiny. AHF notes for topically applied products there are “some leniencies... evaluated individually”. [American Halal Foundation](#)
- Labeling and claims: The halal status must be documented; any ambiguity or omission of halal logo for pharmaceuticals may confuse consumers.
- Packaging, storage, distribution: Even if the product inside is halal-compliant, if packaged/transported in non-halal contaminated environment (shared with non-halal animal-derived products) then halal integrity may be compromised.

### **d) Supply chain, import/export & regulatory compliance**

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- For companies exporting/importing: They must check that the destination country's halal laws accept the certification and have equivalence. **For example, Decree 748/2021 lists medicines/biologicals for mandatory halal certification in Indonesia.**
- Every link in the supply chain (API, excipient, packaging, logistics) can impact halal-status.
- Change control: If a supplier changes origin of a raw material, or switches to a new excipient, the halal certificate may become invalid unless re-assessed.

### 3. Product-type specific critical points

Depending on the form or type of pharmaceutical product, here are more tailored critical points:

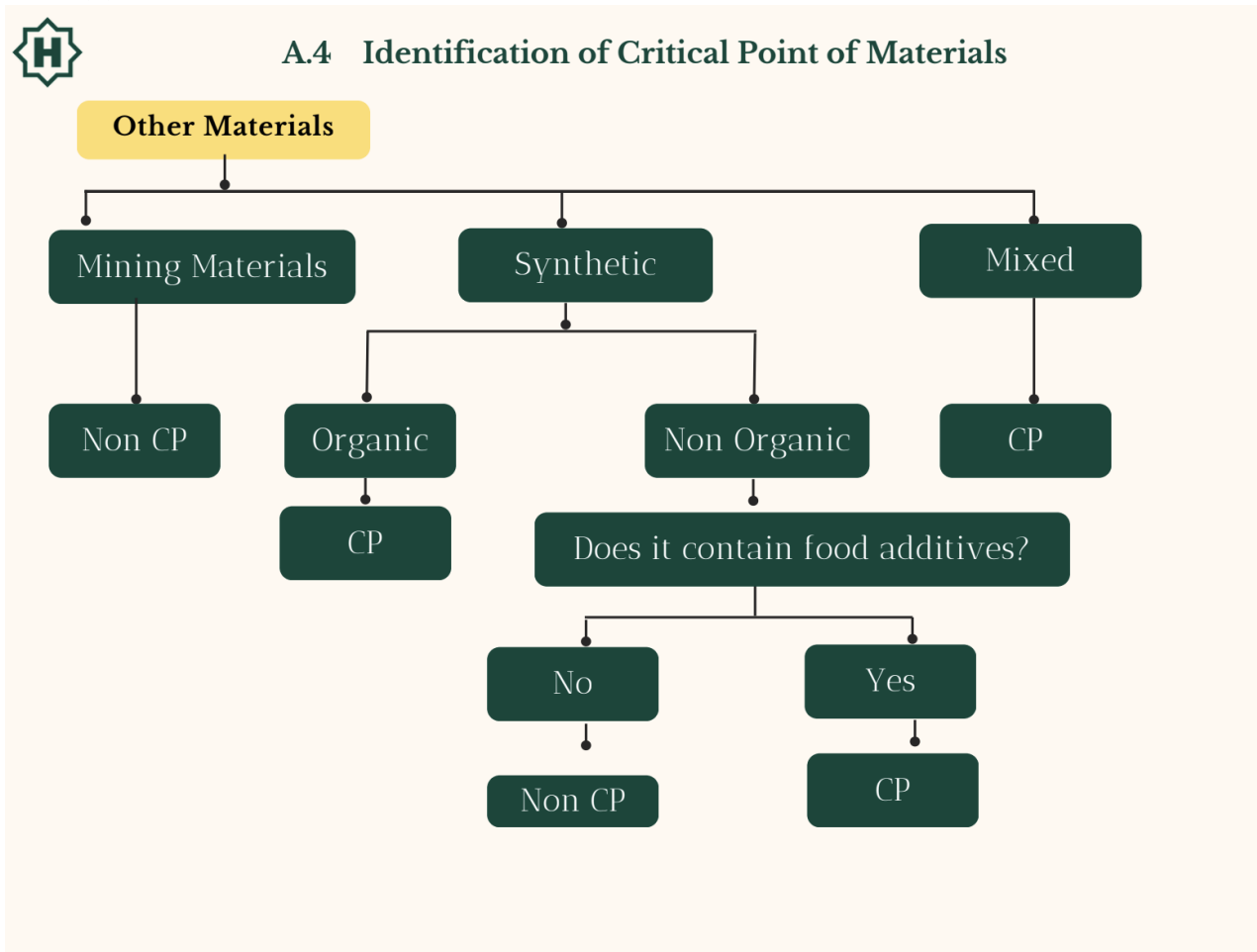
| Product Type                          | Key Halal Critical Points                                                                                                                             |
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| Oral solid dosage (tablets, capsules) | Capsule shell material (gelatin vs plant-based), coating agents, excipients (e.g., stearates, glycerine), residual solvents (ethanol)                 |
| Soft-gel capsules / liquid filled     | Gelatin source (porcine vs bovine halal vs fish/vegetable), glycerine, lecithin source, alcohol solvent, manufacturing aids                           |
| Injectable/biologics                  | Cell culture media origin, animal serum usage, enzyme processing, excipients/solvents, packaging (vials may share lines with animal-derived products) |
| Topical (ointments, creams)           | Base materials (lanolin, beeswax, animal fats), alcohol content, contact with non-halal animal-origin materials even if external use only             |

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| <p>Traditional/herbal medicines / supplements (where overlaps exist)</p> | <p>Source of extract, mixing with animal derivatives, excipients of food origin (gelatin capsules), ensuring halal certificate covers entire product not just ingredient list</p> |
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### Appendix 3. DECISION TREE FOR HARAM CRITICAL POINTS IDENTIFICATION



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### Appendix 4. IDENTIFICATION OF DISTRIBUTION CRITICAL POINTS



#### C. Identification of Distribution Critical Points

Are all distributed products Halal Certified?

No

Yes

Are distribution tolls / equipment different?

Non CP

Yes

No

Non CP

Do non-halal certified products contain pork and its derivatives?

Yes

No

Can packaging avoid cross contamination?

CP 1

Yes

No

Non CP

CP 2

Notes :

CP1 refers to a condition in which products are in bulk so that it needs a container that could avoid cross contamination.

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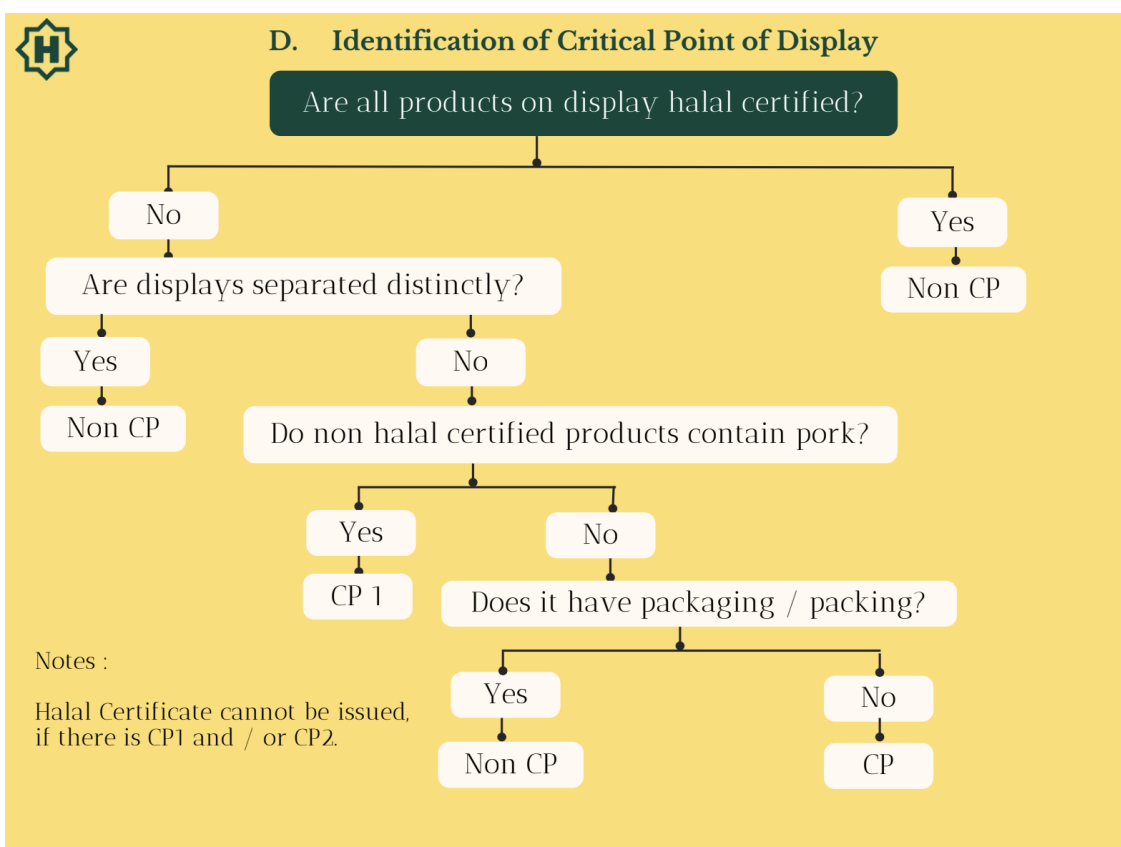


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### Appendix 5. IDENTIFICATION OF CRITICAL POINTS OF DISPLAY



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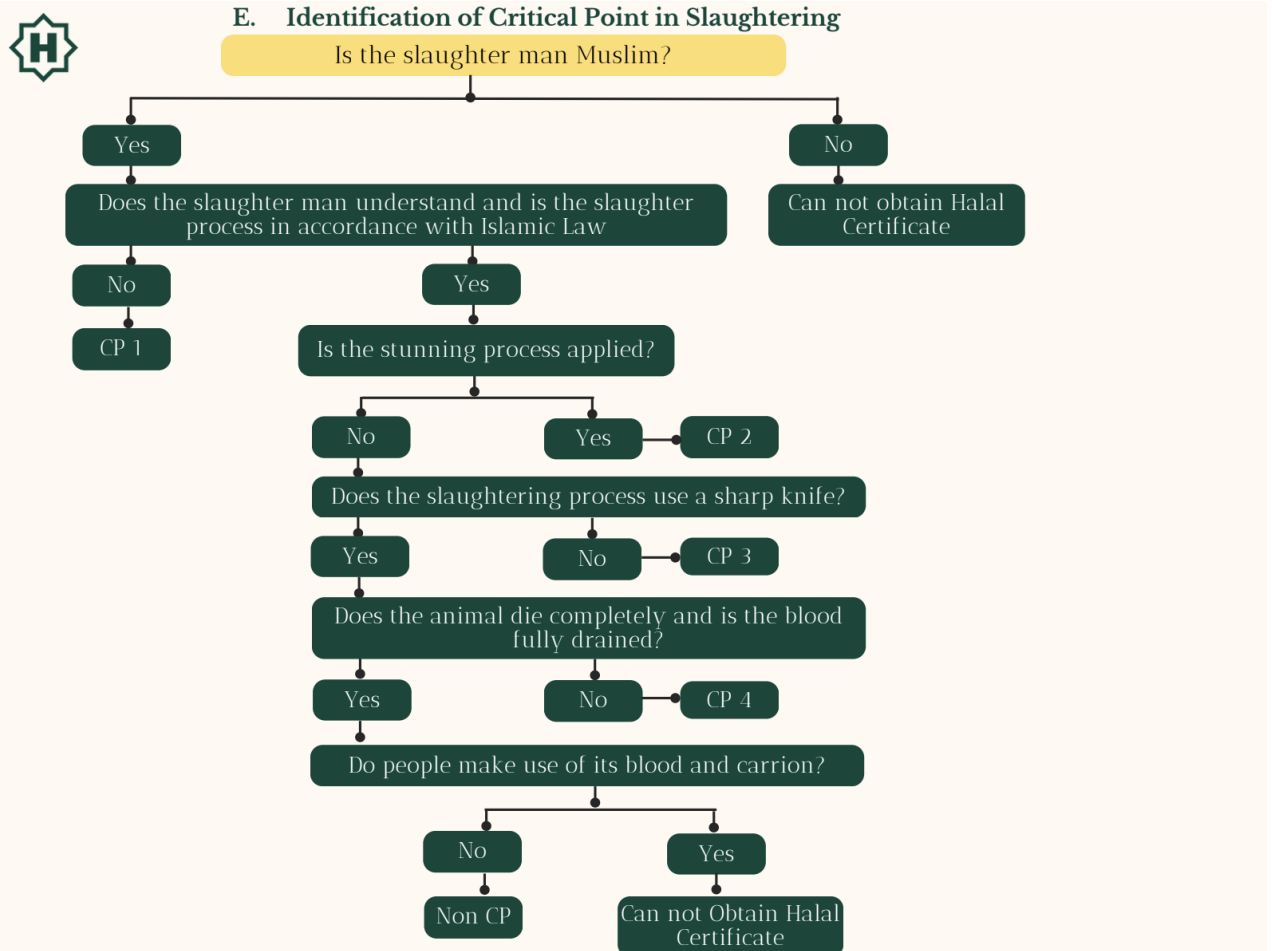


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### Appendix 6. IDENTIFICATION OF CRITICAL POINTS IN SLAUGHTERING



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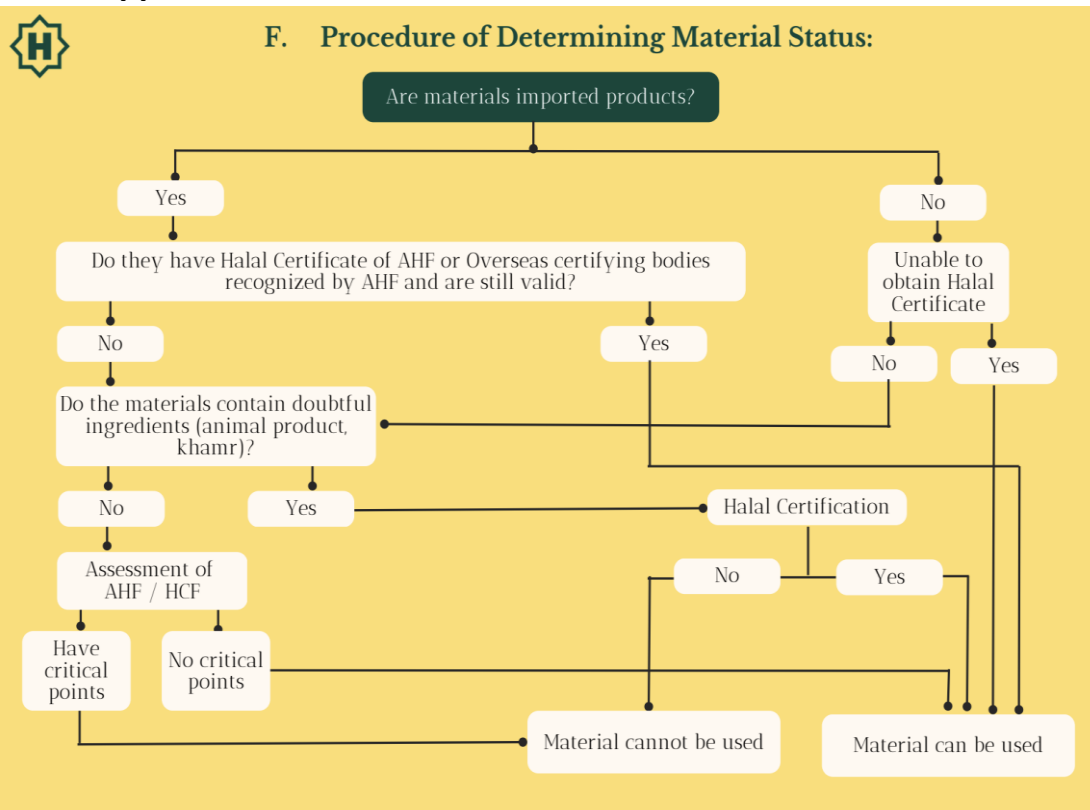


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### Appendix 7. PROCEDURE OF DETERMINING MATERIAL STATUS



#### Notes:

1. This procedure applies to all producers and suppliers.
2. Output of above procedure is list of materials as reference for internal halal auditors.
3. Materials in the category of materials that can be used, must be approved by AHF / before used.
4. Materials in the category of materials that cannot be used, must not be in the factory area.
5. Materials that can be used must have supporting documents like material specification and / or halal certificate from AHF / HCF or overseas Halal Certifying bodies approved by AHF.
6. Materials subjected to AHF assessment process must have approval letter from AHF.

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### Appendix 8. EXAMPLE OF LIST OF IDENTIFIED HARAM CRITICAL MATERIALS & ITS PREVENTIVE ACTIONS

| Nº | Name of Material        | Critical Point                    | Key Information     | Corrective Action                                                                            |                     | Documentation                               |
|----|-------------------------|-----------------------------------|---------------------|----------------------------------------------------------------------------------------------|---------------------|---------------------------------------------|
| 1. | · Meat<br><br>· Gelatin | -Halal animals<br><br>- Slaughter | Halal certification | Reject materials if information in packaging does not correspond with halal certification.   | Warning to supplier | -Corrective Action.<br><br>- Verification.  |
| 2. | Oleoresin               | - Additives                       | Process flow        | Reject materials if the information in packaging does not correspond with document           | Warning to supplier | - Corrective Action.<br><br>- Verification. |
| 3. | Isoamyl alcohol         | -Khamr derivatives                | Halal certification | Reject materials if information in the package does not correspond with halal certification. | Warning to supplier | - Corrective Action.<br><br>- Verification. |
| 4. | MSG                     | Fermentation media                | Halal certification | Reject materials if information in the package does not correspond with halal certification. | Warning to supplier | - Corrective Action.<br><br>- Verification. |
| 5. | Antifoam                | Raw materials                     | Halal certification | Reject materials if information in the package does not correspond with halal certification. | Warning to supplier | - Corrective Action.<br><br>- Verification. |

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### Appendix 9. EXAMPLE OF LIST OF IDENTIFIED HARAM CRITICAL PRODUCTION PROCESS AND ITS PREVENTIVE ACTIONS

| Nº | Name of Material                   | Critical Point                     | Key Information                                       | Corrective Action                                                                                                   |                                                       | Documentation                               |
|----|------------------------------------|------------------------------------|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|---------------------------------------------|
| 1. | Adding of raw materials            | -Raw materials                     | Material must conform to matrix of materials approved | Stop using wrong materials; cleaning contaminated equipment; quarantine the product that a wrong material is added. | -Check production record.<br><br>-Check relevant SOP. | -Corrective Action.<br><br>- Verification.  |
| 2. | Equipment Selection of Mixing Tank | -Not using dedicated lines/tank    | Must use dedicated tank for halal production          | Stop production if using undedicated tank                                                                           | -Check relevant SOP                                   | - Corrective Action.<br><br>- Verification. |
| 3. | Blending material                  | -Possibility of non halal material | Product ID, material List                             | -check a material pulling from warehouse<br><br>-ensure marking of halal products and supplier approved             | Check whether conform to halal requirement            | -Approved material list                     |
| 4. | Cleaning equipment                 | -Residue of non-halal products     | Halal certification                                   | -Thoroughly clean the equipment                                                                                     | Check production record.<br><br>-Check relevant SOP.  | - Corrective Action.<br><br>- Verification. |

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## Appendix 10. EXAMPLE OF HALAL STANDARD OPERATING PROCEDURE (SOP)

### 1. SOP for Purchasing Department

1. Material purchased should conform to the list of materials approved by the Accreditation center.
2. Companies must assure that materials purchased conform to data mentioned in the halal certificate halal document (name and code of raw material, name of company, name and location of factory).
3. Purchasing documents must be well documented.

### 2. SOP for Receiving Materials

1. Name of materials, code of materials, producer, name, and location of factory must conform to those contained in the list of raw materials approved by accreditation centers.
2. If halal certificate mentions a special logo, it must be shown in the packaging of the materials.
3. Materials with halal certificates issued per shipment should be accompanied with documents stating the lot number, quantity, production date and expiry date that conform to those mentioned in the halal document and mentioned in the label.
4. Materials that have been audited and conform to the criteria are given halal passes.
5. Materials stored in warehouses are materials that conform to the list of raw materials approved by Accreditation centers. If there are materials that are not mentioned in the list, they must be stored separately to prevent cross contamination.
6. Materials stored in warehouses should be free from contamination by anything that is Haram and Najis.
7. Each mutation of materials (going in and out) in the warehouse should be well recorded and must have stock cards, materials, issue vouchers and receiving documents.

### 3. SOP for Changing and Adding New Suppliers

1. If materials are of a critical category, it is recommended that a company has to check whether suppliers of the materials possess halal certificates issued by AHF or other recognized certifying bodies.
2. If a new supplier has no halal certificate, it is recommended to find another supplier processing halal certificate issued by AHF or other recognized certifying bodies.
3. If there are new suppliers with no halal certificates, then a technical specification examination explaining the source of origin and a production flow chart of materials must be provided.

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4. There should be assurance that the materials purchased conform to data contained in the halal certificate or halal document (name and code of materials, name of company, name and location of the factory).
5. Companies should know whether a supplier is a direct producer or a distributor. In case the supplier is a distributor, a written agreement is to be made in which the supplier states that it only supplies materials that are contained in the halal document.
6. Planning for replacing suppliers should be reported to AHF before implemented.
7. Materials from new suppliers can be used after getting approval from AHF.
8. Data of active and inactive suppliers should be well documented.

#### 4. SOP for Use of New Materials

1. New materials must be checked whether it has a halal certificate issued by AHF or other recognized certifying bodies.

**Date & Signature of Lead auditor:**

**Read and signed by company:**

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## Appendix 11. RITUAL CLEANSING/SERTU

The Najs is visible ('ainiah) or invisible (disappeared or dried up, etc.) called hukmiya. To cleanse Najs:

- It is required to wash seven times, one of which shall be water mixed with cleansing agent (such as soil, dry detergent);
- The first wash shall be to remove the existence of Najis, (even if a few washes are needed to remove the Najis). The water from first cleaning shall not remain behind as a residue, and the next wash shall be counted as the second wash;
- The ritual cleansing process shall be followed by cleaning procedures which are validated.

The Conditions of the Cleansing Agent are:

- Free from Najis;
- Free from other impurities like oil; and
- The amount of cleansing agent used should be just enough to make a suspension.

Conditions of the Water:

- Shall be natural (mutlaq);
- Shall be more than two qillah (approximately 270 L);
- Free from Najis

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## Appendix 12. CONFORMITY ASSESSMENT CHECKLIST FOR FOOD PRODUCTS

| CONFORMITY ASSESSMENT CHECKLIST - FOOD PRODUCTS                        |                                                                                                                                                            |         |                          |                          |                          |                             |
|------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|--------------------------|--------------------------|-----------------------------|
| AHF STANDARD   GSO/UAE 2055-1   OIC-SMICC-1   MS1500   BPJPH Decree 20 |                                                                                                                                                            |         |                          |                          |                          |                             |
| No.                                                                    | REQUIREMENT                                                                                                                                                | REF     | YES                      | NO                       | N/A                      | Auditor Comments / Evidence |
| <b>1. MANAGEMENT COMMITMENT</b>                                        |                                                                                                                                                            |         |                          |                          |                          |                             |
| 1.1                                                                    | A documented HPAS Manual has been established, approved by top management, and communicated to all relevant personnel.                                     | AHF 6.3 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 1.2                                                                    | A documented Halal Policy has been established, approved by top management, and communicated to all relevant personnel.                                    | AHF 6.3 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 1.3                                                                    | The Halal Policy includes a commitment to comply with AHF Halal Standards and applicable Shariah requirements.                                             | AHF 6.3 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 1.4                                                                    | A Halal Management Team or designated Halal Committee has been formally established with defined roles and responsibilities.                               | AHF 6.3 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 1.5                                                                    | Halal training program has been established for personnel whose work may affect halal compliance; training records are maintained and reviewed.            | AHF 6.3 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 1.6                                                                    | A Halal Risk Assessment (identifying potential sources of haram or najis contamination throughout all operations) has been documented and is kept current. | AHF 6.3 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |

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| CONFORMITY ASSESSMENT CHECKLIST - FOOD PRODUCTS                        |                                                                                                                                                                                  |         |                          |                          |                          |                             |
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| AHF STANDARD   GSO/UAE 2055-1   OIC-SMICC-1   MS1500   BPJPH Decree 20 |                                                                                                                                                                                  |         |                          |                          |                          |                             |
| No.                                                                    | REQUIREMENT                                                                                                                                                                      | REF     | YES                      | NO                       | N/A                      | Auditor Comments / Evidence |
| Notes:                                                                 |                                                                                                                                                                                  |         |                          |                          |                          |                             |
| <b>2. RAW MATERIALS</b>                                                |                                                                                                                                                                                  |         |                          |                          |                          |                             |
| 2.1                                                                    | An approved list of all raw materials, ingredients, processing aids, and additives used in certified products has been established and is maintained.                            | AHF 4.2 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 2.2                                                                    | A documented procedure is in place for the approval of new materials or suppliers prior to use, including halal status verification.                                             | AHF 4.2 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 2.3                                                                    | All materials on the approved list have been verified as halal and are free from haram or najis substances.                                                                      | AHF 4.2 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 2.4                                                                    | All supporting documents used to verify the halal status of materials (halal certificates from recognised bodies, COA, supplier declarations) are valid, authentic, and current. | AHF 4.2 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| Notes:                                                                 |                                                                                                                                                                                  |         |                          |                          |                          |                             |

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**CONFORMITY ASSESSMENT CHECKLIST - FOOD PRODUCTS**  
 AHF STANDARD | GSO/UAE 2055-1 | OIC-SMICC-1 | MS1500 | BPJPH Decree 20

| No.                | REQUIREMENT                                                                                                                                                                               | REF     | YES | NO | N/A | Auditor Comments / Evidence |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----|----|-----|-----------------------------|
| <b>3. FACILITY</b> |                                                                                                                                                                                           |         |     |    |     |                             |
| 3.1                | The facility layout is designed, constructed, and maintained to ensure proper process flow, preventing cross-contamination between halal and non-halal products.                          | AHF 4.3 |     |    |     |                             |
| 3.2                | Halal production areas are clearly identified by durable, visible signage in all languages used by staff; and are physically separated from non-halal production areas.                   | AHF 4.3 |     |    |     |                             |
| 3.3                | In shared facilities, halal production zones are physically separated from non-halal production areas.                                                                                    | AHF 4.3 |     |    |     |                             |
| 3.4                | Pork or porcine products is not processed in the same facility during halal production.                                                                                                   | AHF 4.3 |     |    |     |                             |
| 3.5                | Drainage, ventilation, and utility systems (including water supply) are designed and maintained to prevent cross-contamination of halal areas; water used is potable and free from Najis. | AHF 4.3 |     |    |     |                             |
| 3.6                | Facility is kept in good condition, free from pest access, and properly maintained.                                                                                                       | AHF 4.3 |     |    |     |                             |
| 3.7                | Adequate sanitary facilities (toilets, handwash stations, change rooms) are provided and maintained to halal and GHP standards.                                                           | AHF 4.3 |     |    |     |                             |

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**CONFORMITY ASSESSMENT CHECKLIST - FOOD PRODUCTS**  
 AHF STANDARD | GSO/UAE 2055-1 | OIC-SMICC-1 | MS1500 | BPJPH Decree 20

| No. | REQUIREMENT                                                           | REF     | YES | NO | N/A | Auditor Comments / Evidence |
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| 3.8 | The facility complies with Good Hygiene Practices (GHP) requirements. | AHF 4.3 |     |    |     |                             |

Notes:

#### 4. DEVICES, UTENSILS AND MACHINERY

|     |                                                                                                                                   |         |                          |                          |                          |  |
|-----|-----------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|--------------------------|--------------------------|--|
| 4.1 | All equipment, utensils, and food-contact surfaces used in halal production are maintained free from haram or najs contamination. | AHF 4.4 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 4.2 | lubricants used in food-contact machinery are food-grade and halal compliant.                                                     | AHF 4.4 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 4.3 | Dedicated halal equipment and utensils are clearly identified and physically distinguished from shared or non-halal equipment.    | AHF 4.4 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 4.4 | Where shared equipment is used, effective documented segregation and scheduling controls are implemented.                         | AHF 4.4 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 4.5 | Routine cleaning and sanitation of equipment follows documented food-grade sanitation procedures.                                 | AHF 4.4 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 4.6 | Records of equipment cleaning and verification are maintained.                                                                    | AHF 4.4 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |

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# AHF HALAL STANDARDS

## for Food, Beverages and Raw Materials

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### CONFORMITY ASSESSMENT CHECKLIST - FOOD PRODUCTS

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| No. | REQUIREMENT                                                                                                                                                                   | REF     | YES                      | NO                       | N/A                      | Auditor Comments / Evidence |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|--------------------------|--------------------------|-----------------------------|
| 4.7 | If equipment has been contaminated with severe contaminant (e.g., porcine substances), sertu purification has been performed and documented before reuse in halal production. | AHF 4.4 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 4.8 | Measuring and testing devices/instruments are properly maintained and calibrated.                                                                                             | AHF 4.4 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |

Notes:

#### 5. PRODUCTION PROCESS

|     |                                                                                                                                                                            |         |                          |                          |                          |  |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|--------------------------|--------------------------|--|
| 5.1 | Documented SOPs and process flow for halal production have been established and cover all critical production activities.                                                  | AHF 4.5 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 5.2 | A pre-operational inspection is conducted by qualified personnel before commencing halal production to verify absence of non-halal contamination.                          | AHF 4.5 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 5.3 | Production records (including batch records, line cleaning records, and pre-operational inspection records) are maintained.                                                | AHF 4.5 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 5.4 | Halal and non-halal materials are clearly identified, labelled, and segregated during all stages of preparation, processing, and production. Production scheduling ensures | AHF 4.5 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |

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Certification Manager

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| CONFORMITY ASSESSMENT CHECKLIST - FOOD PRODUCTS                        |                                                                                                                                                                  |         |                          |                          |                          |                             |
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| AHF STANDARD   GSO/UAE 2055-1   OIC-SMICC-1   MS1500   BPJPH Decree 20 |                                                                                                                                                                  |         |                          |                          |                          |                             |
| No.                                                                    | REQUIREMENT                                                                                                                                                      | REF     | YES                      | NO                       | N/A                      | Auditor Comments / Evidence |
|                                                                        | halal production is not carried out simultaneously with non-halal production on shared lines unless validated segregation controls are in place.                 |         |                          |                          |                          |                             |
| 5.5                                                                    | Processing aids (basting, marination, filtration, fermentation, bleaching, antifoaming, anticaking) are derived from halal sources and verified halal.           | AHF 4.5 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 5.6                                                                    | Rework from non-halal products is never used in halal production. Rework from halal products is only used in equivalent halal products under documented control. | AHF 4.5 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 5.7                                                                    | A documented procedure for handling non-conforming products is in place; non-conforming products are identified, segregated, and not distributed as halal.       | AHF 4.5 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 5.8                                                                    | Product traceability procedures enable identification of materials and products throughout all stages of production and distribution.                            | AHF 4.5 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| Notes:                                                                 |                                                                                                                                                                  |         |                          |                          |                          |                             |

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| CONFORMITY ASSESSMENT CHECKLIST - FOOD PRODUCTS<br>AHF STANDARD   GSO/UAE 2055-1   OIC-SMICC-1   MS1500   BPJPH Decree 20 |                                                                                                                                                 |         |                          |                          |                          |                             |
|---------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|--------------------------|--------------------------|-----------------------------|
| No.                                                                                                                       | REQUIREMENT                                                                                                                                     | REF     | YES                      | NO                       | N/A                      | Auditor Comments / Evidence |
| 6. STORAGE, TRANSPORTATION & DISTRIBUTION                                                                                 |                                                                                                                                                 |         |                          |                          |                          |                             |
| 6.1                                                                                                                       | Halal raw materials, work-in-progress, and finished products are stored in designated, clearly labeled halal areas.                             | AHF 4.6 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 6.2                                                                                                                       | Effective segregation between halal and non-halal materials is maintained in all storage areas.                                                 | AHF 4.6 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 6.3                                                                                                                       | Halal products are not stored together with non-halal materials, hazardous chemicals, waste, or substances that may compromise halal integrity. | AHF 4.6 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 6.4                                                                                                                       | Storage conditions maintain product safety and quality in accordance with applicable food safety requirements.                                  | AHF 4.6 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 6.5                                                                                                                       | Stock movement records (stock cards, goods receiving/issue documents) for halal materials are maintained.                                       | AHF 4.6 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 6.6                                                                                                                       | Transportation vehicles and containers used for halal products are clean, hygienic, and suitable for food transportation.                       | AHF 4.6 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 6.7                                                                                                                       | Where vehicles are used for both halal and non-halal products, documented segregation and handling procedures prevent contamination.            | AHF 4.6 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |

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| CONFORMITY ASSESSMENT CHECKLIST - FOOD PRODUCTS                        |                                                                                                                                                                               |         |                          |                          |                          |                             |
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| AHF STANDARD   GSO/UAE 2055-1   OIC-SMICC-1   MS1500   BPJPH Decree 20 |                                                                                                                                                                               |         |                          |                          |                          |                             |
| No.                                                                    | REQUIREMENT                                                                                                                                                                   | REF     | YES                      | NO                       | N/A                      | Auditor Comments / Evidence |
| Notes:                                                                 |                                                                                                                                                                               |         |                          |                          |                          |                             |
| 7. PACKAGING & LABELLING                                               |                                                                                                                                                                               |         |                          |                          |                          |                             |
| 7.1                                                                    | Packaging materials in direct contact with halal food (including inks, adhesives, coatings, plasticizers) do not contain, release, or transfer any haram or najis substances. | AHF 4.7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 7.2                                                                    | Packaging materials are food-grade and free from substances hazardous to health.                                                                                              | AHF 4.7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 7.3                                                                    | Product labels comply with applicable food labelling regulations of the country of manufacture and importing countries.                                                       | AHF 4.7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 7.4                                                                    | Labels accurately reflect the current approved product formulation; any formulation change is notified to AHF before implementation.                                          | AHF 4.7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 7.5                                                                    | Labels do not contain false, misleading, or prohibited representations as specified in Section 4.7 of this Standard.                                                          | AHF 4.7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 7.6                                                                    | Packaging design (text, images, logos) free from content conflicting with Islamic ethics (pig/dog shapes, erotic content, idols).                                             | AHF 4.7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |

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| <b>CONFORMITY ASSESSMENT CHECKLIST - FOOD PRODUCTS</b><br>AHF STANDARD   GSO/UAE 2055-1   OIC-SMICC-1   MS1500   BPJPH Decree 20 |
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| No.                                             | REQUIREMENT                                                                                                                            | REF     | YES                      | NO                       | N/A                      | Auditor Comments / Evidence |
|-------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|--------------------------|--------------------------|-----------------------------|
| Notes:                                          |                                                                                                                                        |         |                          |                          |                          |                             |
| <b>8. HYGIENE, SANITATION &amp; FOOD SAFETY</b> |                                                                                                                                        |         |                          |                          |                          |                             |
| 8.1                                             | Good Hygiene Practices (GHP) are implemented throughout the facility.                                                                  | AHF 4.8 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 8.2                                             | Food safety management system requirements (ISO 22000:2018 or equivalent) are implemented and maintained.                              | AHF 4.8 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 8.3                                             | Water used in halal food production is potable, clean, and free from najis contamination.                                              | AHF 4.8 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 8.4                                             | Pest control, waste management, and housekeeping programs are in place and effective.                                                  | AHF 4.8 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 8.5                                             | Waste is managed effectively with harmful chemical substances stored safely and separately from food areas.                            | AHF 4.8 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 8.6                                             | Personal hygiene practices of all production personnel comply with documented hygiene programs and applicable food safety regulations. | AHF 4.8 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |

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| CONFORMITY ASSESSMENT CHECKLIST - FOOD PRODUCTS                        |                                                                                                                                     |         |                          |                          |                          |                             |
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| AHF STANDARD   GSO/UAE 2055-1   OIC-SMICC-1   MS1500   BPJPH Decree 20 |                                                                                                                                     |         |                          |                          |                          |                             |
| No.                                                                    | REQUIREMENT                                                                                                                         | REF     | YES                      | NO                       | N/A                      | Auditor Comments / Evidence |
| Notes:                                                                 |                                                                                                                                     |         |                          |                          |                          |                             |
| <b>9. PRODUCTION PERSONNEL</b>                                         |                                                                                                                                     |         |                          |                          |                          |                             |
| 9.1                                                                    | All employees involved in handling and processing halal products have received documented halal awareness training.                 | AHF 4.9 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 9.2                                                                    | Halal Supervisor/Internal Halal Auditor has demonstrated competence in halal requirements applicable to the scope of certification. | AHF 4.9 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 9.3                                                                    | Periodic halal refresher training is conducted, and personnel are aware of updates to halal policies or procedures.                 | AHF 4.9 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| <b>10. INSPECTION &amp; TESTING (where applicable)</b>                 |                                                                                                                                     |         |                          |                          |                          |                             |
| 10.1                                                                   | All mandatory laboratory testing are performed by laboratories accredited to ISO/IEC 17025:2017 for the relevant analytical method. | AHF 8.0 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 10.2                                                                   | Microbiological Testing (e.g.: TPC, Salmonella, E. coli,) is carried out as required.                                               | AHF 8.0 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 10.3                                                                   | Testing for Porcine DNA (Real-time PCR) is conducted.                                                                               | AHF 8.0 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |

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# AHF HALAL STANDARDS

## for Food, Beverages and Raw Materials

DOC NAME  
Rev: 0.0  
Date: DATE

### CONFORMITY ASSESSMENT CHECKLIST - FOOD PRODUCTS

AHF STANDARD | GSO/UAE 2055-1 | OIC-SMICC-1 | MS1500 | BPJPH Decree 20

| No.  | REQUIREMENT                                                                                                                                              | REF     | YES                      | NO                       | N/A                      | Auditor Comments / Evidence |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|--------------------------|--------------------------|-----------------------------|
| 10.4 | Alcohol Content (Gas Chromatography (GC) is conducted where ethanol/alcohol-containing ingredients or fermentation processes are used.                   | AHF 8.0 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |
| 10.5 | Chemical, Heavy Metals and Pesticides residual testing is carried out in accordance with applicable food safety regulations and product risk assessment. | AHF 8.0 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |

Notes:

#### 11. MONITORING & EVALUATION

|      |                                                                                                                                             |         |                          |                          |                          |  |
|------|---------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|--------------------------|--------------------------|--|
| 11.1 | An internal halal audit program has been established and are conducted at least once every 12 months.                                       | AHF 6.7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 11.2 | A documented non-conformance procedure and records are in place; non-conforming products are clearly identified and segregated immediately. | AHF 6.7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 11.3 | Corrective and preventive action records are maintained for all identified non-conformities.                                                | AHF 6.7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 11.4 | Management review records are maintained and reflect the last review conducted within 12 months.                                            | AHF 6.7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |

Prepared By:

Quality Manager

Approved By:

Certification Manager



# AHF HALAL STANDARDS

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AHF STANDARD | GSO/UAE 2055-1 | OIC-SMICC-1 | MS1500 | BPJPH Decree 20

| No.  | REQUIREMENT                                                                                                                                                                                | REF     | YES                      | NO                       | N/A                      | Auditor Comments / Evidence |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|--------------------------|--------------------------|-----------------------------|
| 11.5 | A documented product recall and withdrawal procedure is in place, has been communicated to relevant personnel, and recall exercises or drills have been conducted with records maintained. | AHF 6.7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                             |

Notes:

#### 12. LEGAL & REGULATORY REQUIREMENTS

|      |                                                                                                                                                                          |         |                          |                          |                          |  |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|--------------------------|--------------------------|--|
| 12.1 | The organization complies with all applicable food safety legislation, public health law, food labelling regulations, and trade standards in the country of manufacture. | AHF 5.0 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------------------|--------------------------|--------------------------|--|

Notes:

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