



**INDIA CONFORMITY ASSESSMENT SCHEME (i-CAS)**  
*for*  
**HALAL PRODUCTS**



**QUALITY COUNCIL OF INDIA**  
2nd Floor, Institution of Engineers Building  
2, Bahadur Shah Zafar Marg  
New Delhi – 110002, INDIA  
[www.qcin.org](http://www.qcin.org)

**March 2023**



# INDIA CONFORMITY ASSESSMENT SCHEME (i-CAS) - HALAL

## TABLE OF CONTENTS

1. Part A – Terms & Definitions	2
2. Part B – Requirements for Halal Products	6
3. Part C – Requirements for Halal Certification Bodies	17
4. Part D – Criteria for Evaluation of Halal Certification Schemes	39
5. Part E – Requirements for Accreditation Bodies accrediting Halal Certification Bodies	42



## INDIA CONFORMITY ASSESSMENT SCHEME (i-CAS) - HALAL

### Part A: Terms & Definitions

ISO Online Browsing Platform: The International Organization for Standardization (ISO) maintains database of terms & definitions for use in standardization and which may be referred at the following web address: <https://www.iso.org/obp/ui>

In addition to above, the terms and definitions as given in ISO/IEC 17000 standard, and as described below shall be applicable for the purposes of i-CAS for Halal Products.

*(Note: In case of multiple definitions, the definition as given in the latest version of ISO Standard shall prevail)*

#### A1.1 Islamic Shariah

The revelation on Prophet Muhammad (*PBUH*) in relation to the beliefs, sentiments and acts of the ordered, whether conclusive or presumptive.

#### A1.2 Halal

The term Halal is used for products, services or systems which are considered lawful (*Tayeib*) or permissible under the *Islamic Shariah law* that do not consist of or contain any part that is considered as unlawful (haram) according to Islamic law, and/or the actions permitted by *Shariah* law without punishment imposed on the doer.

#### A1.3 Haram

The term Haram refers to anything that is prohibited or forbidden in the Islamic law.

#### A1.4 Halal Product

Any product which is allowed to be consumed or used according to Islamic Rules by eating, drinking, injecting, inhaling, applying or wearing should comply with the requirements mentioned in this standard.

*Note: Products certified for Halal by the Certification Bodies (as defined in A1.12), which are duly accredited by the official National Accreditation Body (as defined in A1.13), and approved as Notified Bodies by the Competent Authority of India (as defined in A1.14) shall only be allowed to be placed in market in India.*

#### A1.5 Halal Food

Halal food means food and drink and/or their ingredients permitted under the *Shariah* law and that fulfil the following conditions:

- a) does not contain any parts or products of animals that are non-halal by *Shariah* law or any parts or products of animals which are not slaughtered according to *Shariah* law;
- b) does not contain najis according to *Shariah* law;

- c) safe for consumption, non-poisonous, non-intoxicating or non-hazardous to health;
- d) not prepared, processed or manufactured using equipment contaminated with najis according to Shariah law;
- e) does not contain any human parts or its derivatives that are not permitted by Shariah law;
- f) during its preparation, processing, handling, packaging, storage and distribution, the food is physically separated from any other food that does not meet the requirements stated in items a), b), c), d) or e) or any other things that have been decreed as *najis* by *Shariah* law.

#### **A1.6** Najis

A term in Arabic language that means impurity or impure, dirty, polluted, contaminated, dirt, or filth. *Najis* according to *Shariah* law are:

- a) dogs and pigs and their descendants;
- b) halal food that is contaminated with things that are *non-halal*;
- c) halal food that comes into direct contact with things that are *non-halal*;
- d) any liquid and objects discharged from the orifices of human beings or animals such as urine, blood, vomit, pus, placenta and excrement, sperm and ova of pigs and dogs except sperm and ova of other animals;  
*NOTE. Milk, sperm and ova of human and animals, except dog and pig, are not najis.*
- e) carrion or *ha/al* animals that are not slaughtered according to *Shariah* law; and
- f) *khamal* and food or drink which contain or mixed with *khamar*.

There are three types of *Najis*:

- i) *mughallazah* which is considered as severe *najis* which are dogs and pigs (*khinzirj* including any liquid and objects discharged from their orifices, descendants and derivatives;
- ii) *mukhaffafah* which is considered as light *najis*. The only *najis* in this category is urine from a baby boy at the age of two years and below who has not consumed any other food except his mother's milk; and
- iii) *mutawassitah* which is considered as medium *najis* which does not fall under severe or light *najis* such as vomit, pus, blood, *khamar*, carrion, liquid and objects discharged from the orifices, etc.

#### **A1.7** Slaughtering (*Tazkeya*)

According to *Shariah* law the slaughter act is that severs the trachea (*halqum*), oesophagus (*mari*) and both the carotid arteries and jugular veins (*wadajain*) to hasten the bleeding to drain blood and the death of animal.

#### **A1.8** Halal Certification Scheme

Certification system related to specified products, to which the same specified requirements, specific rules and procedures for Halal apply.

*Note: General guidance for the development of schemes is provided in ISO/IEC 17067 standard. The criteria for evaluation of conformity assessment schemes by accreditation bodies is provided in the mandatory document (IAF MD 25) published by the International*



*Accreditation Forum (IAF), the Rules Document on the criteria for evaluating the Halal Schemes (IHAF/RD 04) published by the International Halal Accreditation Forum (IHAF), or in similar documents published by the official National Accreditation Bodies.*

**A1.9 Halal Certification Scheme Owner**

An organization responsible for developing and maintaining a specific certification scheme for Halal products, processes and/or services

*Note: The scheme owner can be the certification body itself, a governmental authority, a trade association, a group of certification bodies or others.*

**A1.10 Halal Certificate**

A Certificate of Conformity that confirms that the product, process or service meets the Halal standards / regulations and the Halal requirements in the *Islamic Shariah* law.

**A1.11 Scope of Halal Certification**

In the Halal certificate issued, the identification of:

- a) the product(s), process(es) or service(s) for which the certification is granted,
- b) the applicable certification scheme, and
- c) the standard(s), regulation(s) and other normative document(s), including their date of publication, to which it is judged that the product(s), process(es) or service(s) comply

**A1.12 Halal Certification Body**

A third-party Conformity Assessment Body (CAB) that complies with the requirements of i-CAS, operates Halal Certification Scheme(s) as per ISO/IEC 17067, is accredited as per ISO/IEC 17065 standard by the national accreditation body signatory to the IAF MLA and/or IHAF MRA, performs activities for Halal Certification as per the doctrines of the *Islamic Shariah* law, and issues Halal certificates under such accreditation recognized by the Competent Authority of India.

**A1.13 Accreditation Body for Halal Certification Bodies:**

The official National Accreditation Body of India, the National Accreditation Board for Certification Bodies (NABCB), a constituent Board of the Quality Council of India (QCI), which is authorized by the Competent Authority of India to provide accreditation to the Halal Certification Bodies. There shall be only one single official National Accreditation Body, designated the Government, in India, as well as for other economies / regions (*see note below*) for the purpose of recognition by the Competent Authority of India.

*Note: The Competent Authority may also prescribe rules and procedures to recognize on mutual reciprocal basis through G2G bi- or multi-lateral trade agreements, the official National Accreditation Body of other economies / regions, which are signatories to the IAF MLA and/or IHAF MRA, for imports of Halal Products in India. The Competent Authority, in such case, may also decide to carry out its own evaluation (and periodic re-evaluations)*



*before recognizing the official National Accreditation Body of another economy / region on mutual reciprocal basis. The recognition granted shall not be valid longer than 5 years, with a clause to terminate the recognition during the period by giving a 3-months' notice.*

#### **A1.14** Competent Authority of India

The Competent Authority is the ministry / department of the Government of India, or its designated sub-ordinate body(ies), which is entrusted to establish the i-CAS for Halal Products, to prescribe the appropriate standards and/or technical regulations for Halal, to authorize the official National Accreditation Body(ies) for providing accreditation, to approve and notify the accredited Halal Certification Bodies as 'Notified Bodies', to enter into bi-and/or multi-lateral trade agreements for Halal products, to monitor the certified facilities, products & services for Halal through Market Surveillance or Surveys, to take legal/punitive actions for any misrepresentation and/or malpractices, and to carry out any other work related to Halal.

*The Department of Commerce, Ministry of Commerce & Industry, Government of India has authorized the Quality Council of India (QCI) for establishing the "India Conformity Assessment Scheme (i-CAS) – Halal", the National Accreditation Board for Certification Bodies (NABCB) for providing accreditation to Halal Certification Bodies, and the Agricultural and Processed Food Products Export Development Authority (APEDA) as the overall monitoring agency for this purpose.*

#### **A1.15** Notified Body for Halal Certification

The Notified Body is the Halal Certification Body (*as defined in A1.12*), which is duly accredited by the official National Accreditation Body (*as defined in A1.13*) and approved as Notified Body by the Competent Authority of India (*as defined in A1.14*).

#### **A1.16** Halal Certification Mark

The package of each product, and where feasible the product itself, produced by the specific certified facilities, including the associated documents or brochures, shall bear the Certification Mark of the accredited Halal Certification Body (Notified Body) along with the i-CAS Halal Logo as prescribed the official National Accreditation Body before being placed in market, to assure that the Halal product conforms to the requirements of i-CAS.

#### **A1.17** Halal Certification Contract

An agreement signed between the Halal certification body and the applicant organization, so that the applicant is granted Halal certification for specific products, and the right to use Halal Mark for the product or service.

## Part B: Requirements for Halal Products

### B1 Scope

This standard specifies the requirements for Halal Products that shall be followed by the organization (facility and/or business operator) in their production, supply and storage, including their packaging, labelling, transportation, distribution and for providing services, while operating at any stage in the entire supply chain.

### B2 Normative References

ISO 9001:2015 Quality Management Systems - Requirements

### B3 General Requirements

**B3.1** All products, their derivatives, products, parts and extracts shall be subject to the provisions of Islamic Rules in terms of allowance or prohibition, as per *Annex B-1*.

**B3.2** The procedures derived from Islamic Rules shall be adhered to in all stages of supply chain for Halal products, including receipt, preparation, packaging, labelling, transportation, distribution, storage, display and services.

**B3.3** All additives and raw materials used for the production of Halal products should be free of any non-Halal component; this should be supported by legalized official documents explaining its components including packaging materials.

**B3.4** All Halal products should not contain any toxic substances and hazardous pollutants which are considered harmful to health.

**B3.5** All Halal products should be devoid from Najasah (impurity) contamination that is forbidden by Islamic rules.

**B3.6** All non-Halal products should be completely separated from the Halal products throughout the supply chain in order to ensure their differentiation and non-mixing with each other and to prevent its contamination.

**B3.7** The official bodies & authorities may take all necessary procedures to verify compliance of products with the special requirements of Halal products, and may take the appropriate procedures in accordance with the other applicable regulations.

**B3.8** At the facilities for production of Halal products, general and specific health requirements as prescribed shall be adhered to.

**B3.9** Animal slaughtering (Tazkeya) requirements should be strictly followed in accordance with the Islamic Shariah Rules.



- B3.10** All devices, tools, production lines and associated materials used for Halal products should be clean, and it shouldn't be made of or contain non- Halal products.
- B3.11** When transforming any appliances, tools or production lines that have been used or in touch with non-Halal products, they shall be cleaned according to general cleaning rules to remove traces of non-Halal products completely. Shifting from non-Halal to Halal procedure should not be repeating on an ongoing basis.
- B3.12** When cleaning or maintaining machinery or devices that goes in touch with Halal products, there shall be no use of any detergent liquids, greases, oils or fats that contain non-Halal components or materials.

#### **B4 Organization and Management Responsibility**

- B4.1** The organization shall be a legal entity that can be held legally responsible for its facilities/premises, processes and/or services used for Halal products. A governmental certification body is deemed to be a legal entity on the basis of its governmental status.
- B4.2** The organization, and its products, processes and services, shall at times comply with any applicable statutory, regulatory and/or contractual requirements for Halal products, as relevant specifically in the countries of its origin and its final destination.
- B4.3** The organization shall have a process to identify, analyse, evaluate, treat, monitor, and document the risks related to Halal control system implemented by it on an ongoing basis. Where any risks are identified, the organization shall document and demonstrate how it eliminates or minimizes such risks. The top management of the organization shall on a continual basis review any residual risk to determine if it is within the level of acceptable risk.
- B4.4** The organization shall be responsible for consistently achieving the intended results of implementation of the Halal control system and applicable requirements for certification.
- B4.5** The management shall appoint a competent person(s), in general Muslim, or in its place, a qualified person having knowledge in *Islamic Shariah* law, as its Authorized Officer(s), or establish a Committee which consists of at least one Muslim person, who is/are responsible to ensure the effectiveness in implementation of internal Halal control system.
- B4.6** The management shall ensure that they are trained on the Halal principles and its application.
- B4.7** The management shall ensure that sufficient and appropriate resources (i.e. manpower, machines, materials, finances, facilities and infrastructure) are provided in order to implement the Halal control system.





**B4.8** The organization shall be able to demonstrate that it has adequate arrangements (e.g. insurance or reserves) to cover liabilities arising from its operations for Halal products and the geographic areas in which it operates.

## **B5 Facilities and/or Premises**

**B5.1** Facilities and/or premises shall be designed and constructed or renovated so as to enable the process flow to control the risk of product contamination and shall be suitable for the intended purpose.

**B5.2** The facilities and/or premises shall be designed to facilitate cleaning and proper supervision of hygiene.

**B5.3** Layout of facilities and/or premises shall permit proper process flow, proper employee flow, good hygienic and safety practices, including protection against pest infestation and cross contamination between and during operations.

**B5.4** Product process flow from receipt of raw materials to the finished products shall prevent cross contamination.

**B5.5** Adequate sanitary facilities shall be provided and maintained.

**B5.6** Loading and unloading bay shall be appropriately designed to allow effective transfer of perishable products.

**B5.7** The facilities and/or premises shall be kept in good repair and condition to prevent pest access and to eliminate potential breeding sites.

**B5.8** The facilities and/or premises shall be effectively separated and well insulated from pig farm or its processing activities to prevent cross contamination through personnel and equipment.

**B5.9** Slaughtering and processing premises shall be dedicated for halal slaughtering and halal processing only.

**B5.10** Processing of carcasses such as deboning, cutting, packing and storing shall be done in the same premises as slaughtering or in approved premises by the competent authority that meets the requirements of this standard.

**B5.11** Pets and other animals shall be refrained from entering the facilities and/or premises.

## **B6 Devices, Machines and Processing Aids**

**B6.1** Devices, tools, machines and processing aids used for processing Halal food shall be designed and constructed to facilitate cleaning and shall not be made of or contain any materials that are decreed as *Najs* by *Shariah* law and shall be used only for Halal products.

**B6.2** Devices, tools, machines and processing aids which were previously used or in contact with *najs al-mughallazah* shall be washed and ritually cleansed as required by *Islamic Shariah* law.

**B6.3** In the case of converting *najs al-mughallazah* line or processing line containing *najs al-mughallazah* into halal production line, the line shall be washed and ritually cleansed as required by *Islamic Shariah* law. This procedure shall be supervised and verified by Authorized Officer or a person of the Committee appointed by the Management. Upon conversion, the line shall be operated for halal products only. Frequent repetition in converting the line to *najs al-mughallazah* line and back to halal line, shall not be permitted.

## **B7 Hygiene, Sanitation and Safety Practices**

**B7.1** Hygiene, sanitation and safety practices are prerequisites in the preparation of Halal products. It includes the various aspects of personal hygiene, clothing, devices, tools, machines and processing aids, and the premises for processing, manufacturing and storage of Halal products.

**B7.2** Halal product manufacturers shall implement measures to:

- a) inspect and sort raw material, ingredients and packaging material before processing;
- b) manage waste effectively;
- c) store harmful chemical substances appropriately and away from Halal products;
- d) prevent contamination of products by foreign matters such as plastic, glass or metal shards from machinery, dust, harmful gas or fumes, and hazardous chemicals; and
- e) prevent excessive use of permitted additives in manufacturing and processing, and suitable detection or screening devices should be used where necessary.

**B7.3** Halal products shall be processed, packed and distributed under hygienic condition in facilities and/or premises licensed in accordance with Good Hygiene Practices (GHP), Good Manufacturing Practices (GMP) of international bodies such as WHO, Codex Alimentarius etc., and/or the international standards (ISO) for sectoral safety practices such as Food Safety Management Systems as prescribed by the official National Accreditation Body, and/or as specified by the Competent Authority of India.

## **B8 Processing**

**B8.1** The main sources of Halal products, especially Halal foods are:

- i) Animals - can be divided into two categories:  
*Land animals* - All land animals are Halal as food except the following:
  - a) animals that are not slaughtered according to *Islamic Shariah* law;
  - b) *najs al-mughallazah* animals i.e. pigs and dogs, and their descendants;
  - c) animals with long pointed teeth or tusks which are used to kill prey such as tigers, bears, elephants, cats, monkeys, etc.;
  - d) predator birds such as eagles, owls and etc.;

- e) pests and/or poisonous animals such as rats, cockroaches, centipedes, scorpions, snakes, wasps and other similar animals;
- f) animals that are forbidden to be killed in Islam such as bees (*al-nahlah*), woodpeckers (*hud-hud*) etc.;
- g) creatures that are considered repulsive such as lice, flies, etc.;
- h) farmed Halal animals which are intentionally and continually fed with *najs*; and
- i) other animals forbidden to be eaten in accordance to Islamic *Shariah* law such as donkeys and mules.

*Aquatic animals* - those which live in water and cannot survive outside it, such as fish. All aquatic animals are halal except those that are poisonous, intoxicating or hazardous to health. Animals that live both on land and water such as crocodiles, turtles and frogs are not Halal. Aquatic animals which live in *najs* or intentionally and/or continually fed with *najs* are not Halal.

- ii) Plants - all types of plants and plant products and their derivatives are Halal except those that are poisonous, intoxicating or hazardous to health.
- iii) Mushroom and micro-organisms - all types of mushroom and micro-organisms (i.e. bacteria, algae and fungi) and their by-products and/or derivatives are Halal except those that are poisonous, intoxicating or hazardous to health.
- iv) Natural minerals and chemicals - all natural minerals and chemicals are Halal except those that are poisonous, intoxicating or hazardous to health.
- v) Drinks - all kinds of water and beverages are Halal as drinks except those that are poisonous, intoxicating or hazardous to health.
- vi) Genetically Modified (GM) Foods - Food and drinks containing products and/or by-products of Genetically Modified Organisms (GMOs) or ingredients made by the use of genetic material of animals that are non-Halal by *Islamic Shariah* law are not Halal.
- vii) Notwithstanding above, the products from hazardous aquatic animals or plants are Halal when the toxin or poison has been eliminated during processing as permitted by the *Islamic Shariah* law.

**B8.2** Slaughtering process shall take into account animal welfare in accordance to the *Islamic Shariah* law. The following requirements shall also be complied with:

- a) slaughtering shall be performed only by a practicing Muslim who is mentally sound, *baligh*, fully understands the fundamental rules and conditions related to the slaughter of animals in Islam;
- b) the slaughterman shall have certificate for Halal slaughter issued by state/city/local authority;

- c) the act of slaughtering shall be done with *niyyah* (intention) in the name of Allah and not for other purposes. The slaughterman is well aware of his action;
- d) the animal to be slaughtered has to be an animal that is Halal;
- e) the animal to be slaughtered shall be alive or deemed to be alive (*hayat al-mustaqirrah*) at the time of slaughter;
- f) animals to be slaughtered shall be healthy and have been approved by the state/city/local authority;
- g) *tasmiyyah* has to be invoked immediately before slaughtering;
- h) the slaughtering is recommended to be performed while facing the *qiblah*;
- i) slaughtering lines & tools shall be dedicated for Halal slaughter only;
- j) slaughtering knife or blade shall be sharp and free from blood and other impurities;
- k) slaughtering shall be done only once. The "sawing action" of the slaughtering is permitted as long as the slaughtering knife or blade is not lifted off the animal during the slaughtering;
- l) bones, nails and teeth shall not be used as slaughtering tools;
- m) the act of Halal slaughter shall begin with an incision on the neck at some point just below the *glottis* (*Adam's apple*) and after the *glottis* for long necked animals;
- n) the slaughter act shall sever the trachea (*halqum*), oesophagus (*mari*) and both the carotid arteries and jugular veins (*wadajain*) to hasten the bleeding and death of the animal. The bleeding shall be spontaneous and complete; and
- o) a trained Muslim inspector shall be appointed and be responsible to check that the animals are properly slaughtered according to the *Islamic Shariah* law.

**B8.3** For poultry, scalding shall only be carried out on animals that are deemed dead as a result of Halal slaughter.

**B8.4** Stunning is not recommended. However, if stunning is to be carried out the conditions specified in *Annex B-2* shall be complied.

**B8.5** Processing, handling, distribution and serving - all processed Halal products/foods shall meet the following requirements:

- a) food or its ingredients shall not be processed using any components or products of animals that are non-Halal by *Shariah* law, or of Halal food any components or products of animals that are not slaughtered according to *Shariah* law;
- b) food shall not be processed using anything in any quantity that is decreed as *najs* by *Islamic Shariah* law;
- c) processed food or its ingredients shall be safe for consumption, non-poisonous, non-intoxicating or non-hazardous to health;
- d) food shall be prepared, processed or manufactured using equipment and facilities that are free from contamination with *najs*; and
- e) during its preparation, processing, handling, packaging, storage distribution and serving, it shall be physically separated from any other food that does not meet the requirements



specified in items a), b), c) and/or d) above, or any other things that are decreed as *najs* by *Islamic Shariah* law.

## **B9 Packaging / Wrapping Materials, Labelling & Advertising**

**B9.1** Halal products shall be suitably packed, and the packaging / wrapping materials shall be Halal in nature and free from any non-Halal materials.

**B9.2** Packaging / wrapping materials shall not be prepared, processed or manufactured from any raw materials that are decreed as *najs* by *Islamic Shariah* law or by using equipment that is contaminated with non-Halal materials during preparation, storage or transportation. It shall be physically separated from any other non-Halal materials.

**B9.3** Packaging / wrapping materials shall not contain any material that is considered hazardous on human health, and shall not have any toxic effect on the Halal product.

**B9.4** Packaging / wrapping materials and/or their design, and the signages, symbols, logos, names and pictures used on the packaging for Halal products, or for advertising the Halal products, shall not be misleading and/or contravening the principles of *Islamic Shariah* law.

**B9.5** Packaging / wrapping process shall be carried out in a clean and hygienic manner, and in sound sanitary conditions.

**B9.6** Labelling materials used in direct contact with the product shall be non-hazardous and Halal.

**B9.7** Halal products shall not be named or synonymously named after non-Halal products such as ham, beer, rum and others that might create confusion.

**B9.8** Each package / container shall be marked legibly and indelibly or a label shall be attached to it, with at least with the following information:

- a) name of the product;
- b) nett content expressed in metric system (SI units);
- c) name and address of the manufacturer, importer and/or distributor and trademark;
- d) list of ingredients;
- e) unique number identifying date and/or batch number of manufacture and expiry date;
- f) country of origin.

**B9.9** For primary meat products, the label or mark on the packaging shall also include the following information:

- a) date of slaughter;
- b) date of processing.

**B9.10** Halal products containing fats, oils, meat derivatives, extracts such as gelatine or rennet, food additives, GM foods shall be declared along with its sources.



**B9.10** Advertising shall not contravene with the principles of *Islamic Shariah* law, and shall not display indecent elements which are against *Islamic Shariah* law.

## **B10 Storage, Handling, Transportation, Display, Sale and Services**

**B10.1** All Halal products that are stored, transported, displayed, sold and/or served shall be categorised and labelled Halal, and segregated at every stage so as to prevent them from being mixed or contaminated with things that are non-Halal.

**B10.2** Halal products based on *naj al-Mughallazah* shall be stored in a dedicated place.

**B10.3** The tools, equipment and other accessories used during the storage, handling, transport, display, sale and services of Halal products shall be totally separated from those used for non-Halal products.

**B10.3** Suitable vehicles for transport shall be used appropriate as per the type of the Halal product, and shall satisfy hygiene and sanitation conditions.

## **B11 Management System Requirements**

### **B11.1 General**

The organization shall establish and maintain a management system that is capable of achieving the consistent fulfilment of the requirements of i-CAS and the Halal control system in accordance with either Option A or Option B described below.

### **B11.2 Control of Documents (Option A)**

The organization's top management shall document its policy and/or procedure to control the documents for fulfilment of the requirements of i-CAS and the Halal control system, and shall ensure that it is implemented at all levels of the organization.

### **B11.3 Management Review (Option A)**

The organization's top management shall establish procedure to review its management system at planned intervals, in order to ensure its continuing suitability, adequacy and effectiveness, including the stated policies and objectives related to the fulfilment of the requirements of i-CAS and the Halal control system. These reviews shall be conducted at least once a year.

### **B11.4 Internal audits (Option A)**

The organization shall establish procedure for internal audits to verify that it fulfils the requirements of i-CAS and the Halal control system, and that the management system is effectively implemented and maintained. Internal audits shall be performed at least once every 12 months.

### **B11.5 Complaints (Option A)**



The organization shall have a documented process to receive, evaluate and make decisions on complaints related to its operations and its Halal products, processes and/or services. The organization shall record and track complaints, as well as actions undertaken to resolve them.

#### **B11.6 Option B**

The organization that has established and maintains a management system, in accordance with the requirements of ISO 9001, and that is capable of supporting and demonstrating the consistent fulfilment of the requirements of this International Standard through an accredited certification under the official National Accreditation Body, fulfils the Management System Requirements as stated in clauses B11.2 to B11.5 above.

#### **B12 Records**

**B12.1** The organization shall establish procedure to define the controls needed for the identification, storage, protection, retrieval, retention and disposition of its records, and to demonstrate the fulfilment of the requirements of i-CAS and the Halal control system in its internal audits as well as in audits/inspections by external bodies. The organization shall retain records for a period of at least 3 years, and/or in accordance with its contractual and legal obligations, whichever is later.

**B12.2** The organization's records shall be internally traceable to the person(s) who performed the specific activities, especially the key activities.

### Annex B-1: Classification of Non-Halal Animals

<i>Species</i>	<i>Non-Halal</i>
Animals	<p>The animals that may not be slaughtered according to Islamic Rules, the slaughtered animals of polytheists, irreligious, seculars, atheists, Magis, apostates and other disbelievers other than Christians and Jews, dead animals, suffocated animals, fatally beaten animals (<i>Mawqouza</i>), falling animals (<i>Motaradiyah</i>), butted animals (<i>Nateehah</i>), animals eaten by beast of prey and animals on whose slaughtering the name of Allah is not mentioned, the animals slaughtered on idols, the animals slaughtered not in approach of Allah, or the animals contaminated with prohibited animals of harm, if eaten.</p> <p>Pigs, domestic donkeys, mules, elephant, monkeys, dogs, foxes, cats and the like.</p> <p>Predators such as fanged beasts of prey and the like such as lions, cheetahs, bears, except for hyenas.</p> <p>Birds of prey with sharp claws used for attacking and the like such as eagles, falcons, hawks, sparrows, peregrines, kites and owls.</p> <p>Rodents, reptiles, pests and the like such as mice, rats, centipedes, serpents, snakes, monitors, lizards, geckos, chameleons, hedgehogs, martins, bats, squirrels, polecats, moles and Coleoptera (except for dab lizards and jerboas)</p> <p>Scorpions and all types of insects, worms and animals prohibited to be killed by Rules and the like such as ants, bees, woodpeckers and hoopoes, except for locusts and unavoidable bee parts falling in honey.</p> <p>Odious creatures and the likes such as shells, larva and other similar animals.</p> <p>Animals fed with unclean items, unless they are confined and fed with permissible feeding according to Islamic Rules for at least three days.</p>
Aquatic	Toxicant or harmful species, unless toxicant or harmful substances are removed during preparation.
Plantation	Plants, their products and their toxicant, harmful or narcotic derivatives, unless toxicant or harmful substances are removed during preparation.
Beverages	Intoxicating beverages or those containing alcohols, narcotic, calming, toxicant or harmful substances.
GMF	All foods produced by genetic modification from a prohibited specie or more than one species, of them one specie is prohibited.
Blood and Blood Derivatives from a Human or Animals Origin	Blood and all its derivatives are prohibited and all body liquids from a human or animal origin such as vomiting and urine.
Food Additives	All toxicant, harmful or calming food additives, products and their products and derivatives or derived from non-Halal materials.
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.



## **Annex B-2: Requirements on the use of Stunning in Slaughter**

### ***B-2.1 General Requirements***

- B-2.1.1 Slaughtering shall be carried out according to the requirements related to the slaughter of animals in Islam.
- B-2.1.2 The animal shall be alive or deemed to be alive (*hayat al-mustaqirrah*) at the time of slaughter.
- B-2.1.3 Stunning is not recommended, however if stunning has to be carried out, the permitted methods are electrical or pneumatic percussive stunning.
- B-2.1.4 The use of stunning equipment shall be under the supervision of a trained Muslim and periodically monitored by state/city/local authority.
- B-2.1.5 The stunning shall not kill or cause permanent physical injury to the animal.
- B-2.1.6 Stunners which are used to stun the animals under *mughallazah najis* category shall not be used to stun animals for halal slaughter.

### ***B-2.2 Electrical Stunning***

- B-2.2.1 The electrical stunner shall be of the type allowed by the state/city/local authority in charge of slaughter.
- B-2.2.2 The type of stunner used for slaughter of halal animals shall be 'head only stunner' type, where both electrodes are placed on the head region.
- B-2.2.3 Electrical stunning of poultry is allowed using "water bath stunner" only.
- B-2.2.4 The strength of current used shall be supervised by a trained Muslim and monitored by state/city/local authority.

### ***B-2.3 Pneumatic Percussive Stunner***

- B-2.3.1 Pneumatic percussive stunning is only suitable for all bovine animals.
- B-2.3.2 The air pressure that powers the stunner should not be more than 225 psi and should be kept to the minimum required to stun the animal.
- B-2.3.3 The head of the stunner shall be flat or slightly convex.
- B-2.3.4 There shall be a protective collar around head of the stunner so that it shouldn't protrude more than 3mm beyond it.
- B-2.3.5 The heads of animal to be stunned shall be held still before the stunner can be applied.
- B-2.3.6 The centre of the stunner shall be in contact with the animal at a point of intersection of lines drawn from the medial corners of the eyes and the base of the ears.
- B-2.3.7 The stunner shall be applied so that the head of the stunner is perpendicular to the frontal bone.
- B-2.3.8 The animal shall be stunned once.

## Part C: Requirements for Halal Certification Bodies

### C1 Scope

This standard specifies the requirements for the consistent operation of the certification bodies and the implementation of certification procedures for Halal certification of the products, processes, services and management systems.

### C2 Normative References

- C2.1 ISO/IEC 17000: Conformity assessment - Vocabulary and general principles.
- C2.2 ISO/IEC 17020: Conformity assessment - General criteria for the operation of various types of bodies performing inspection.
- C2.3 ISO/IEC 17021-1: Conformity assessment - Requirements for bodies providing audit and certification of management systems- Part one: Requirements.
- C2.4 ISO/IEC 17025: General requirements for the competence of testing and calibration laboratories.
- C2.5 ISO/IEC 17065: Conformity assessment - Requirements for bodies providing certification of products, processes and services.
- C2.6 ISO 19011: Guidelines for auditing management systems.
- C2.7 ISO/TS 22003: Food safety management systems - Requirements for bodies providing audit and certification for Food safety management systems.

### C3 General Principles

- C3.1 The principles given in Clause 4 of ISO/IEC 17021-1:2015 and Annex A of ISO/IEC 17065:2012 are the basis for any specific performance and requirements described in this standard. These principles should be applied as guidance for the decisions that may need to be made in unanticipated situations.
- C3.2 The overall aim of Halal certification is to give confidence to all parties that a certification body fulfils specified requirements. The value of certification is the degree of public confidence and trust that is established by an impartial and competent assessment by a third-party.
- C3.3 The Halal certification body and its employees must adhere to the requirements of Halal in Islamic Law and deal with the highest degree of responsibility, integrity and neutrality when applying the requirements related to it.

### C4 General Requirements

#### C4.1 *General*

All the requirements given in Clause 4.1 of the ISO/IEC 17065:2012 shall apply.



#### C4.2 *Legal Responsibility*

All the requirements given in Clause 4.1.1 of ISO/IEC 17065:2012 shall apply. In addition to that; the Halal certification body must ensure that the product, process, or service is properly offered to Muslims and that all relevant procedures are carried out to ensure that the requirements of Halal in Islamic Sharia are implemented in all its activities.

#### C4.3 *Halal Certification Agreement*

All the requirements given in clause 4.1.2 of ISO/IEC 17065:2012 shall apply. In addition to allowing the periodic and sudden evaluation visits of the Halal certification body and to its customers.

#### C4.4 *Responsibility for Halal Certification Decisions*

All the requirements given in clause 5.1.3 of ISO/IEC 17021-1:2015 shall apply.

#### C4.5 *Responsibility for the use of Halal Certificate and Mark*

All the requirements given in clause 4.1.3 of ISO/IEC 17065:2012 shall apply.

#### C4.6 *Management of Impartiality*

All the requirements given in clause 4.2 of ISO/IEC 17065:2012. The Halal certification body or any part of the same legal entity, shall be impartial in taking decisions without any financial, commercial or other pressures affecting the independence and impartiality of its certification activities or decisions, and shall not offer or provide advice or consultancy in Halal or for any other related quality systems.

#### C4.7 *Liability and Financing*

All the requirements given in clause 4.3 of ISO/IEC 17065:2012 shall apply.

### **C5 Operations**

C5.1 The Halal certification body shall take all necessary steps to assess compliance with Halal standards and/or regulations as applicable, and other requirements such as sampling, testing and/or inspection in accordance with the Halal Product Certification Scheme.

C5.2 The Halal certification body shall ensure the suitability and competence of bodies and personnel as stated in Annex A of ISO/IEC 17021-1 and Annex C of ISO/TS 22003.

### **C6 Structural Requirements**

C6.1 *Organizational Structure and Top Management*



All the requirements given in clause 5.1 of ISO/IEC 17065:2012 shall apply.

#### **C6.2 *Committee for Safeguarding Impartiality***

All the requirements given in clause 5.2 of ISO/IEC 17065:2012 and the following shall apply:

C6.2.1 The Committee should include at least one Halal expert. The Committee must actively review work performance in accordance with the requirements of Halal in Islamic law; ensure integrity of issuance of Halal certification, and review the overall operations of the Halal certification body.

C6.2.2 The Halal certification body shall on an ongoing basis identify and analyse actual or potential risks that may arise from its activities, its personnel or its relationships in the implementation of the Halal certification requirements as per the Islamic Sharia law, and shall be able to demonstrate how it eliminates or minimizes such risks.

#### **C7 *Resource Requirements***

##### **C7.1 *Competence of Personnel***

All the requirements given in clause 6.1 of ISO/IEC 17065:2012 shall apply. Additionally, the Halal certification body shall have processes to ensure that personnel have adequate competence relevant to the categories (*Annex C-1*) in which they operate.

##### **C7.2 *Personnel involved in the Halal Certification Procedures***

All the requirements given in clause 6.2 of ISO/IEC 17065:2012 and the following shall apply:

C7.2.1 The Halal certification body shall ensure that the auditors and decision makers for the Halal certification are technically competent and are of high ethics. Technical experts can be recruited for specific technical areas. At least one person in the audit team for Halal certification audits, as well as in decision-making shall be a Muslim.

C7.2.2 The procedures for auditing and issuing the Halal certificates shall be carried out in an effective and harmonized manner, and the Halal certification body shall specify the minimum requirements and criteria for qualifying key managerial and specialized technical personnel. These requirements may include training in the application of Halal standards and/or regulations, quality management systems, product certification and food safety management systems.

C7.2.3 The audit personnel of the halal certification body can be regular and/or on contract basis. The halal certification body shall review and monitor the work of its personnel, be responsible for their work and performance, and maintain all records to demonstrate their engagement, work and monitoring of performance.



C7.2.4 The Halal certification body shall require its personnel involved in the Halal certification to sign a contract or other document in which they commit themselves to:

- a) Comply with the rules defined by the Halal certification body, including those related to confidentiality and independence from commercial and other interest(s).
- b) Declare any previous or current activities in association with and/or employed in organizations involved in design, process, manufacture, service and/or supply of Halal products, or in granting Halal certificates to an organization where they are intended to be employed or hired.

C7.2.5 Records of the relevant qualifications, trainings, experience and competence of each key managerial and technical personnel involved in the Halal certification process shall be maintained by the Halal certification body.

### C7.3 *Personnel for Review of Contracts*

#### C7.3.1 *Knowledge*

The halal certification body shall ensure that the personnel carrying out contract review shall have the appropriate knowledge and understanding, especially with regards to:

- a) Relevant standard(s), regulation(s), and the processes for Halal products and/or services;
- b) Quality Management Systems, especially the Food Safety Management Systems e.g. ISO 22000;
- c) Product conformity requirements and procedures.

#### C7.3.2 *Competence*

The Halal certification body shall ensure that the personnel carrying out contract review have demonstrated ability to apply knowledge and skills in the following areas:

- a) Classification of applicants in food chain categories and other sectors;
- b) Assessment of applicant's products and/or services, processes and practices;
- c) Evaluation of competencies and requirements of Halal certification auditors;
- d) Determination of the planning and execution time of the audit and the actual time of implementation of the audit (*Annex C-2*);
- e) Halal certification body's policies and procedures related to contract review.

### C7.4 *Personnel Responsible for Decision-making on Halal Certification*

C7.4.1 The Halal certification body shall ensure that the personnel who take decisions to grant, refuse, maintain, renew, suspend, restore or withdraw Halal certification, or to expand or reduce the scope of the scope of certification, have the relevant experience and demonstrated competence to understand the applicable standard and/or regulation for Halal products,

processes and/or services, the certification scheme requirements and procedures, as required for a given category (*Annex C-1*), and shall be able to evaluate the outcomes of the audit processes, including the recommendations of the audit team. The committee responsible for decision-making shall have at least 3 members, out of which at least 1 member shall be an expert on Islamic Sharia law and/or Halal certification, and preferably a Muslim. Decisions on Halal certification shall be taken unanimously.

#### C7.4.2 *Competence*

The Halal certification body shall ensure that the members of the decision-making committee has demonstrated ability to apply knowledge and skills especially in the following areas:

- a) Requirements in Standards and/or Regulations for Halal products and services;
- b) Requirements in Islamic Sharia related to Halal products, including slaughtering of animals;
- c) Current principles and understanding of relevant management systems;
- d) Identification and assessment of risks for Halal requirements;
- e) Corrections and corrective actions to be taken with regards to Halal matters;
- f) Laws/regulations and provisions therein relevant to the Halal product/services;
- g) Products, processes, technology and practices involved in manufacture of Halal products and/or in providing Halal services;
- h) Evaluating and reviewing the audit report for accuracy and completeness;
- i) Evaluating and reviewing effectiveness of corrective actions;
- j) The overall certification process;

#### C7.5 *Technical Auditors*

C7.5.1 The technical auditor(s) of Halal certification body shall have relevant knowledge of Islamic Shariah rules with regard to Halal certification, should have knowledge and understanding of relevant product standard(s), regulation(s) and other technical requirements, and should have received training or have demonstrated competence on certification scheme(s) related to Halal certification.

C7.5.2 The Halal certification body shall ensure that the technical auditors have successfully completed training and/or demonstrate their competence in:

- a) Principles relating to management systems, including food safety management systems;
- b) Regulations / legislations as applicable and relevant;
- c) Standards for relevant Halal products, processes and/or services;
- d) Auditor training on ISO 19011;
- e) Certification scheme(s) / procedure(s) for Halal certification.

#### C7.5.3 *Work Experience*

The Halal certification body shall ensure that the technical auditor(s) shall have at least five years of full-time experience in a related field, with at least two years in quality assurance, product safety, conformity assessment or equivalent.

#### C7.5.4 Audit Experience

The Halal certification body shall ensure that within the last two years the technical auditor has performed at least ten certification audits (such as on product/process certification, food safety management systems etc.) under the leadership of a qualified auditor and/or as a qualified auditor as a part of audit team.

#### C7.5.5 Competence

C7.5.5.1 The competencies of technical auditors shall be recorded as per clause 7.4 of ISO 19011:2018 for each category and sector (*Annex C-1*). The Halal certification body shall provide evidence of the successful evaluation of the technical auditors.

C7.5.5.2 The Halal certification body shall ensure that the technical auditors demonstrate ability to apply knowledge and skills in the following areas:

- a) Audit principles, procedures and techniques: to enable the auditor to apply them appropriately in different audits and to ensure that audits are conducted in a consistent and systematic manner. A technical auditor shall be able to:
  - Apply audit principles, procedures and techniques,
  - Plan and organize the work effectively,
  - Conduct the audit within the agreed time schedule,
  - Prioritize and focus on matters of significance,
  - Collect information through effective interviewing, listening, observing and reviewing documents,
  - Keep records and data,
  - Understand the method and techniques of sampling for auditing,
  - Verify the accuracy of collected information,
  - Confirm the sufficiency and appropriateness of audit evidence to support audit findings and conclusions,
  - Assess those factors that can affect the reliability of the audit findings and conclusions,
  - Use work documents to record audit activities,
  - Prepare audit reports,
  - Maintain the confidentiality and security of information,
  - Communicate effectively, either through personal linguistic skills or through an interpreter.
- b) Evaluate product/service certificate, and understand management systems and other reference documents;

c) Assess organizational structure, documents, processes and records;

C7.5.5.3 The Halal certification body shall ensure that the technical auditor(s) as part of audit team demonstrate their ability to apply requirements, knowledge and skills in a specific sector and the following areas:

- a) Products, processes and practices of the specific sector(s) (*Annex C-1*)
- b) Relevant management system requirements, if applicable.
- c) Relevant product/service standards.
- d) Relevant Halal requirements.

## C7.6 *Technical Experts*

### C7.6.1 *Education*

The requirements of clause 7.5.1 shall apply.

### C7.6.2 *Work Experience*

The Halal certification body shall ensure that the technical experts have at least five years of work experience in their technical area.

### C7.6.3 *Competence*

The Halal certification body shall ensure that the technical experts demonstrate their ability to provide expertise in their technical area.

## C7.7 *Audit Team*

C7.7.1 The Halal certification body shall ensure that the Halal certification audit team have competencies in the specific sector required by the audit (*Annex C-1*).

C7.7.2 The audit team shall consist of at least two members. One of them shall be technical auditor having knowledge of Halal certification and Islamic Shariah law.

C7.7.3 In the case of external technical auditors and external technical experts, all the requirements given in clause 7.3 of ISO/IEC 17021-1:2015 shall apply.

## C7.8 *Outsourcing*

When a Halal certification body decides to outsource the work related to Halal certification to an external body or person (e.g. audit, testing or inspection), a properly documented agreement covering the arrangements including confidentiality and conflict of interest shall be drawn up. All the requirements given in clause 7.5 of ISO/IEC 17021-1:2015 shall apply. Additionally, the Halal certification body shall:



- a) Assume full responsibility for the outsourcing of the work and retain its responsibility to approve, grant, withdraw, suspend, terminate the Halal certificate and extend or reduce the scope of the Halal certificate.
- b) Ensure that the outsourced body or person is competent and in conformity with the provisions of this standard and any other relevant documents related to testing, inspection or other technical procedures, and shall not be directly or indirectly involved in the design or production of the Halal product / service in a manner that may spoil objectivity and neutrality.
- c) have documented procedures to control outsourcing operations and have records to demonstrate its control.

#### *C7.9 Personnel Records*

All the requirements given in clause 6.1.2.2 of ISO/IEC 17065:2012 shall apply.

### **C8 Information Requirements**

All the requirements given in clause 8 of ISO/IEC 17021-1:2015 shall apply. The certificate shall identify in detail the type of activity or product that has been certified, referring to scope (*Annex C-1*).

#### *C8.1 Publicly Accessible Information*

All the requirements given in clause 8.1 of ISO/IEC 17021-1:2015 shall apply.

#### *C8.2 Halal Certificate*

All the requirements given in clause 7.7 of ISO/IEC 17065:2012 shall apply.

#### *C8.3 Directory of Halal Certified Clients and Products*

All the requirements given in clause 7.8 of ISO/IEC 17065:2012 shall apply.

#### *C8.4 Reference to Halal Certificate and use of Halal Marks*

All the requirements given in clause 4.1.3 of ISO/IEC 17065:2012 and the following shall apply:

**C8.4.1** The Halal certification body must exercise proper control over the Halal certificates and the organizations to which they are issued, to ensure proper use, display and claim of the Halal certificates and certification marks.

**C8.4.2** The obligation to use the Halal certificate and the Halal marks permitted by the Halal certification body.



C8.4.3 The wrong references to the requirements in the Halal certification scheme/system or the use of Halal certificate or the scope of certification, or the Halal marks should be handled appropriately, if found in advertisements, magazines etc.

C8.4.4 Holders of Halal certificates who have not been able to renew their certificates are not allowed to claim Halal certification or use the Halal mark.

C8.4.5 The Halal mark shall comply with the relevant standards and/or regulations.

C8.4.6 The Halal mark can be clearly printed on all products certified for Halal so that it can be glued to each box / package.

C8.4.7 Companies may print the Halal mark in colours appropriate for their packaging as long as this does not alter the original specifications of the mark.

C8.4.8 The Halal mark may be placed on the entrance of the approved facility.

C8.4.9 The certificate holder shall not be allowed to reproduce the Halal certificate issued in such a way as to impair its clarity, nor shall he tamper with the original copies thereof or make copies of them, nor shall he be allowed to translate the certificate and / or test reports to other languages without the consent of the Halal certification body.

#### C8.5 *Confidentiality*

All the requirements given in clause 8.4 of ISO/IEC 17021-1:2015 shall apply.

#### C8.6 *Information exchange between a Halal Certification Body and its Clients*

All the requirements given in clause 8.5 of ISO/IEC 17021-1:2015 shall apply.

### **C9 Process Requirements**

#### C9.1 *General Requirements*

C9.1.1 The Halal certification body must specify the exact scope of application for Halal certification in terms of categories of Halal product and/or service e.g. primary production (raw materials or intermediate product), processing of products, production of packaging materials, etc. or categories and areas in accordance with *Annex C-1*. The certification body should not exclude part of the processes, areas, products, or services from the scope of application for the Halal certification when those processes, areas, products or services have an impact on the requirements of Halal in finished products.

C9.1.2 The Halal certification body shall have a process for selecting the audit day, time and category so that the audit team has the opportunity for auditing the organization operating on a representative number of product lines, categories and sectors covered by the scope. If the



subject of the certification is Halal product certification, the Halal certification body shall review the results of all laboratory tests regarding the Halal status of the product.

C9.1.3 The audit programme shall include a two-stage initial audit, surveillance audit in the first and the second years, and a recertification audit in the third year prior to expiration of certification. The three years certification cycle begins with the certification or recertification decision. The determination of the audit programme and any subsequent amendments shall consider the size of the organization of the client, the scope and complexity of its management system, products and processes as well as the demonstrated effectiveness of level of management system and the results of any previous audits. When a halal certification body is taking into account the certificate or other audits already granted to the client, it shall collect sufficient, verifiable information to justify, and record any adjustments to the audit programme. The halal certificate is valid for three years and will be suspended or cancelled at any time when the certified organization is found to contravene the approved halal standard and any related requirements.

C9.1.4 All the requirements given in clauses 9.1.1 to 9.1.3 of ISO/IEC 17021-1:2015 in regards to submission of the application and revision and setting the audit programme shall apply.

C9.1.5 The Halal certification body shall have documented procedures for determining audit timelines. The Halal certification body shall determine the time needed for each client to plan and accomplish a complete and effective audit of the client's product/service and/or Halal management system. The audit time specified by the Halal certification body, and the justification for the identification shall be recorded. While determining the audit time, the Halal certification body should consider *Annex C-2* and reference document (IAF- MD5) and the following aspects:

- a) Requirements of the approved Halal standards;
- b) Size and complexity of the organization.
- c) Technological and regulatory context.
- d) Outsourced activities included in the scope of the production or procedures or product safety management system.
- e) Results of any prior audit(s).
- f) Number of sites or establishments with multiple locations.

C9.1.6 Each site of a multi-site establishment needs to be assessed and certified separately.

C9.1.7 All the requirements given in clauses 9.1.4 to 9.1.6 of ISO/IEC 17021:2015 and clauses 7.2 to 7.4 of ISO/IEC 17065:2012 shall apply.

C9.1.8 The Halal certification body shall provide a written report for each audit. The report shall be based on relevant guidance provided in ISO 19011 where the audit team may identify opportunities for improvement but shall not recommend specific solutions perceived as



consultancy. Ownership of the audit report shall be maintained by the Halal certification body. If the product/service is in the food-chain operations, the report shall include references to issues relevant to the Food Safety Management System.

C.9.1.9 All the requirements given in clauses 9.4.8 to 9.4.10 of ISO/IEC 17021-1:2015 and clauses 7.5 and 7.6 of ISO/IEC 17065:2012 shall apply.

## C9.2 *Initial Audit and Halal Certification*

### C9.2.1 *Application*

- a) All the requirements given in clause 9.1.1 of ISO/IEC 17021-1:2015 shall apply.
- b) The Halal certification body shall require the applicant for the Halal certificate to provide detailed information concerning its entity / legal status, raw materials, processes, food safety management system issues, HACCP analysis plan, number of work shifts and number of employee per shift etc.

### C9.2.2 *Application Review*

All the requirements given in clause 9.1.2 of ISO/IEC 17021-1:2015 shall apply.

*NOTE:* In case of non-conformities found during the audit, the producer/service owner shall make a declaration, before renewal of application, that he has completely removed all the non-conformities detected in the audit. In case of any unsuccessful procedures in the process of issuing the certificate, the new application shall only be accepted if the client makes such a declaration. If the first application for certification was unsuccessful and the client wishes to approach another certification body, then the applicant shall provide detailed information regarding its first application for certification.

### C9.2.3 *Initial Halal Certification Audit*

The initial certification audit of Halal product/service/management system shall be conducted in two stages:

#### C9.2.3.1 *Stage 1 Audit*

C9.2.3.1.1 All the requirements given in clause 9.3.1 of ISO/IEC 17021-1:2015 and the following shall apply:

When outsourced control measures are applied, stage 1 audit shall review 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 organization, and conform to requirements of Halal standards. The availability of relevant licenses should also be verified when collecting information on compatibility with national or international regulatory aspects.

C9.2.3.1.2 The objectives of the stage 1 audit are to present a scenario for developing a plan for the stage 2 audit by gaining an understanding of good practices and the concept of identifying and analysing product safety risks such as PRPs (ISO 22002), HACCP, and in particular, the organization's state of readiness for audit by reviewing the extent to which:

- a) The organization has identified (PRPs) that are appropriate to the business (e.g. regulatory and statutory requirements),
- b) The product safety management system includes adequate processes and methods for the identification and assessment of the organization's safety hazards, and subsequent selection and categorization of control measures (combinations),
- c) Availability of legislations regarding the safety of products in the areas relevant to the organization,
- d) The product safety management system is designed to achieve the organization's safety policy,
- e) The product safety management system implementation program justifies for further audit (stage 2),
- f) The validation, verification and improvement programs conform to the requirements of the product safety management system standard,
- g) The product safety management system documents and arrangements are in place to communicate internally and with relevant suppliers, customers and relevant parties
- h) Any additional documentation that requires revision and/or knowledge that needs to be obtained in advance.

C9.2.3.1.3 Stage 1 audit can be carried out at the premises of the Halal certification body or at the applicant's organization premises according to complexity of production or service in order to achieve the objectives stated above.

- a) In the case of categories, A, B, F, J, H, G (*Annex C-1*), it is not necessary that stage 1 audit be on-site. However, it is up to the audit team to decide to carry out an onsite audit. In categories C, D, E, I, and K (*Annex A*) 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 stage 1 audit may not exceed 20% of the total audit time (*Annex B*). Where stage 1 audit is performed on-site, duration of the stage 1 audit may not exceed 30% of the total audit duration (*Annex B*).

C9.2.3.1.4 All the requirements given in clause 9.3.1.2 of ISO/IEC 17021-1:2015 shall apply.

C9.2.3.1.5 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 Halal certification body shall ensure that the already audited parts of the product safety management system continue to conform to the certification requirements. In this case, stage 2 audit report shall include these findings and shall clearly state that conformity has been established during stage 1 audit.

C9.2.3.1.6 All requirements given in clause 9.3.1.2 of ISO/IEC 17021-1:2015 shall apply. The interval between stage 1 and stage 2 audits is reasonably expected not to be longer than 6 months. Stage 1 audit should be repeated if a longer interval is needed.

#### C9.2.3.2 *Stage 2 Audit*

All the requirements given in clause 9.3.1.3 of ISO/IEC 17021-1:2015 shall apply.

#### C9.2.4 *Initial Halal Certification Audit Conclusions*

All requirements given in clause 9.3.1.4 of ISO/IEC 17021-1:2015 shall apply.

#### C9.2.5 *Sampling*

C9.2.5.1 When necessary, the audit team shall take samples in sufficient quantities from production/service premises to perform required inspections and tests.

C9.2.5.2 If the Halal certificate of products is based on testing / inspection of halal products, it must be in accordance with a specific sampling schedule using statistical methods at different levels of confidence. In determining any sampling requirements, the Halal certification body shall establish documented procedures for the selection and control of samples to ensure traceability, and that they represent the Halal product.

C9.2.5.3 Samples taken by the audit team shall be sent for analysis to a laboratory accredited in accordance with ISO/IEC 17025 by the National Accreditation Body as recognized by the Competent Authority of India.

#### C9.2.6 *Inspection and Testing*

C9.2.6.1 Inspections and tests on the Halal product/service shall be determined in accordance with the requirements of the Halal product/service and the national and/or regional or international legal provisions.

C9.2.6.2 Bodies that undertake inspections shall be accredited in accordance with the standard ISO/IEC 17020 from the National Accreditation Body as recognized by the Competent Authority of India.



C9.2.6.3 When independent testing facilities are not available, the Halal certification body shall ensure that the specified controls are in place at the supplier's testing facilities, and are managed in a manner which provides confidence in the results obtained and that records are available to justify the confidence.

### C9.3 *Surveillance Activities*

All requirements given in clause 9.6.2 of ISO/IEC 17021-1:2015 and clauses 7.9 and 7.10 of ISO/IEC 17065:2012 and the following shall apply:

C9.3.1 The Halal certification body shall conduct surveillance at certain time intervals according to clause 9.6.2.2 of ISO/IEC 17021-1:2015, as deemed necessary in order to verify the continued compatibility of the Halal Product / Service with the requirements of the certificate, taking into account the requirements of the Halal product / service criteria on which the certificate was based, the nature of the product / service being monitored, the requirements of the certificate, inconsistencies in conformity to Halal product / service or in the Halal production / service premises or any complaints received regarding the Halal product / service.

C9.3.2 When Halal production/service premises are audited and nonconformities that directly affect Halal product/service safety are detected, samples are taken for surveillance purposes.

C9.3.3 In all cases, the procedures with regard to issued reports as a result of surveillance shall be determined by decision maker(s).

### C9.4 *Recertification*

All requirements given in clause 9.6.3 of ISO/IEC 17021-1:2015 and the following shall apply:

C9.4.1 Halal certificate owners (certified organization) should submit a recertification or renewal application six (6) months prior to the expiry date of current Halal certificate.

C9.4.2 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.

### C9.5 *Special Audits*

All requirements given in clause 9.6.4 of ISO/IEC 17021-1:2015 shall apply.

### C9.6 *Cancelling, Suspending, Withdrawing Halal Certification or Reducing the Scope*

All requirements given in clauses 9.6.5 of ISO/IEC 17021-1:2015 and clause 7.11 of ISO/IEC 17065:2012 shall apply.

### C9.7 *Appeals and Complaints*



All requirements given in clause 9.7 and 9.8 of ISO/IEC 17021-1:2015, clause 7.13 of ISO/IEC 17065:2012 and the following shall apply.

C9.7.1 Applications in the case of any appeals or complaints regarding Halal certification services shall be raised to the Halal certification body. A committee, or two distinct committees, for appeals and complaints shall be established and be responsible for resolving such cases and informing the concerned parties accordingly.

C9.7.2 The members of this committee shall be independent from the Halal certification activities related to the subject complaint or appeal.

C9.7.3 This committee shall consist of a minimum of three persons, where at least one of them must be a Halal certification expert having knowledge on Islamic Shariah law.

C9.7.4 Complaints by consumers regarding a certified Halal product/service shall be evaluated by the Halal certification body, which will be responsible for making the necessary investigations. As a result of such evaluations, if the complaint is found to be justified then the certificate holder shall be required to compensate for the damage(s) caused under the relevant provisions of the contract.

#### C9.8 *Records of Applicants and Products that are Halal Certified*

All requirements given in clause 9.9 of ISO/IEC 17021-1:2015 and clause 7.8 of ISO/IEC 17065:2012 shall apply.

### **C10 Management System Requirements**

All requirements given in clauses 10.1 to 10.3.4 of ISO/IEC 17021-1:2015 and clause 8 of ISO/IEC 17065:2012 shall apply.



**Annex C-1: Classification of Halal Product / Service Categories  
(Normative)**

The Halal certification body shall use Table C-1.1

- a) to define the scope of its work,
- b) to identify technical qualification (if any) of its auditors that is necessary for that particular category or sector,
- c) to select a suitably qualified audit for a particular category,
- d) to select a suitably qualified audit team for a particular category,
- e) audit time determination is given as per table C-2.1 of this standard,
- f) Identify the appropriate part of the ISO 22002 standard set, if possible, to assess compliance to ISO 22000 standard clause 2.7, and
- g) Specify the scope of the certificate document at the subcategory level.  
(The scope of the given client organization may cover more than one category)

**Table C-1.1 — Food Chain Categories**

<b>Cluster<sup>a</sup></b>	<b>Category</b>		<b>Subcategory</b>		<b>Examples of included Activities</b>
Farming	A	Farming of Animals	AI	Farming of Animals for Meat/ Milk/ Eggs/ Honey	Raising animals (other than fish and seafood) used for meat production, egg production, milk production or honey production  Growing, keeping, trapping and hunting (slaughtering at point of hunting)  Associated farm packing <sup>b</sup> and storage
			AII	Farming of Fish and Seafood	Raising fish and seafood used for meat production Growing, trapping and fishing (slaughtering at point of capture) Associated farm packing <sup>b</sup> and storage

	B	Farming of Plants	BI	Farming of Plants (other than grains and pulses)	Growing or harvesting of plants (other than grains and pulses): horticultural products (fruits, vegetables, spices, mushrooms, etc.) and hydrophytes for food  Associated farm packing <sup>b</sup> and storage
			BII	Farming of Grains and Pulses	Growing or harvesting of grains and pulses for food  Associated farm packing <sup>b</sup> and storage
Food and feed processing	C	Food Manufacturing	CI	Processing of perishable animal products	Production of animal products including fish and seafood, meat, eggs, dairy and fish products
			CII	Processing of perishable plant products	Production of plant products including fruits and fresh juices, vegetables, grains, nuts, and pulses
			CIII	Processing of perishable animal and plant products (mixed products)	Production of mixed animal and plant products including pizza, lasagne, sandwich, dumpling, ready- to-eat meals
			CIV	Processing of ambient stable products	Production of food products from any source that are stored and sold at ambient temperature, including canned foods, biscuits, snacks, oil, drinking water, beverages, pasta, flour, sugar, food-grade salt

			CV	Animal slaughtering	Processing of carcasses including slaughtering in slaughterhouses, cutting, cleaning and packing.
	D	Animal Feed Production	DI	Production of Feed	Production of feed from a single or mixed food source, intended for food-producing animals
			DII	Production of Pet Food	Production of feed from a single or mixed food source, intended for non-food producing animals
Catering	E	Catering			Preparation, storage and, where appropriate, delivery of food for consumption, at the place of preparation or at a satellite unit
Retail, transport and storage	F	Distribution	FI	Retail / Wholesale	Provision of finished food products to a customer (retail outlets, shops, wholesalers)
			FII	Food Broking / Trading	Buying and selling food products on its own account or as an agent for others  Associated packaging <sup>C</sup>
	G	Provision of Transport and Storage Services	GI	Provision of Transport and Storage Service for Perishable Food and Feed	Storage facilities and distribution vehicles for the storage and transport of perishable food and feed  Associated packaging <sup>C</sup>
			GII	Provision of Transport and Storage Services for	Storage facilities and distribution vehicles for the storage and transport of ambient stable food and feed

			Ambient Stable Food and Feed	Associated packaging c
Auxiliary services	H	Services		Hospitality services, Islamic banking, veterinary services and provision of services related to the safe production of food, including water supply; pest control services, cleaning services, waste disposal.
	I	Production of Food Packaging and Packaging Material		Production of food packaging material
	J	Equipment manufacturing		Production and development of food processing equipment and vending machines
Biochemical	K	Production of (Bio) Chemicals		Microbiology, Production of food and feed additives, vitamins, minerals, bio-cultures, flavourings, enzymes and processing aids  Pesticides, drugs, fertilizers, cleaning agents, cosmetics, textiles, leather products, etc.
<p>Clusters are intended to be used for accreditation scope of accredited certification bodies, and for accreditation bodies witnessing certification bodies.</p> <p>“Farm packing” means packaging without product modification and processing.</p> <p>“Associated packaging” means packaging without product modification and processing and without altering the primary packaging.</p>				



## **Annex C-2 (Informative) Minimum Audit Time**

### **C-2.1 General**

In determining the audit time needed for each site as required in Clause 9.1.4, the Halal certification body should consider the minimum required time on-site for initial certification given in Table C-2.1.

The minimum time includes stage 1 and stage 2 of the initial certification audit (Clause 9.2.3) but does not include the required time for the preparation of the audit nor the time for writing the audit report.

To avoid duplication where another relevant management system is in place and certified by the certification authority itself, no additional time is required (table C-2.1) and in case of joint audit involving a Food safety management system, the audit time can be reduced if it is justified and documented.

The minimum audit time is established for the audit of a Food System Management System which includes only one HACCP study. A HACCP study corresponds to a hazard analysis for a group of products/services with similar hazards and similar production technology and, where relevant, similar storage technology.

The minimum audit time has been determined to audit the product safety management system, which includes only one HACCP Critical Analysis Point Plan. The HACCP study is the risk analysis of the Group Products / services having similar risks and similar production and storage technology.

The minimum on site surveillance audit time for product and/or services should be, with a minimum of half audit day (Applied to all types of audits).

The number of auditors for each audit day takes into account the effectiveness of the audit and the resources of the entity being subject, as well as the resources of the certification authority.

And where additional meetings are required, for example audit meetings, coordination and briefings audit, an increase in audit time may be required.

The number of employees should be expressed as the number of full-time equivalent employees (FTEs). When an enterprise operates workers in shifts, the products and / or operations are similar, FTE is calculated based on employees in the main shift (including workers, Seasoners) as well as office workers.

Some categories are subject to multi-site sampling, and this can be taken into consideration when calculating audit time.

If sites are sampled, the site sample is selected before the audit period is applied.

Therefore, audit time accounts should be applied to each site in accordance with the requirements of this Annex and Table C-2.1.

If the scope of a single client facility covers more than one category, the audit time account is the highest recommended basic check. Additional time is needed for each risk analysis point and critical control point, (i.e. a minimum of 0.5 man-day audit for each risk analysis point and critical control point).

Other factors may necessitate increasing the minimum audit time (e.g. number of product types, number of product lines, product development, number of CCPs, number of operational PRPs, building area, infrastructure, in-house laboratory testing, need for a translator).

## C-2.2 Calculation of minimum initial certification audit time

**C-2.2.1** The minimum audit time for a single site,  $T_s$ , expressed in days, is calculated as follows:

$T_s = (TD + TH + TMS + TFTE)$ , where

**TD:** is the basic on-site audit time, in days;

**TH:** is the number of audit days for additional HACCP studies;

**TMS:** is the number of audit days for absence of relevant management system;

**TFTE:** is the number of audit days per number of employees.

**C-2.2.2** The audit time for each site in addition to the main site, is calculated according to Table C-2.1 with a minimum of 1 audit day per site.

When properly documented and justified, a reduction can be made for a less complex organization measured by number of employees, size of the organization and/or product volume or within categories having a ( $T_s$ ) time of less than 1,5 audit days.

**Table C-2.1**

Category <sup>a</sup>	Basic on-site audit time, in audit days <i>TD</i>	Number of audit days for each additional HACCP study <i>TH</i>	Number of audit days for absence of certified relevant management system <i>TMS</i>	Number of audit days per number of employees <i>TFTE</i>	For each additional site visited
A	0,75	0,25	0,25	1 to 19 = 0	50% of Minimum on-site audit time
B	0,75	0,25		20 to 49 = 0,5	
C	1,50	0,50		50 to 79 = 1,0	
D	1,50	0,50		80 to 199 = 1,5	
E	1,00	0,50		200 to 499 = 2,0	
F	1,00	0,50		500 to 899 = 2,5	
G	1,00	0,25		900 to 1299 = 3,0	
H	1,00	0,25		1300 to 1699 = 3,5	
I	1,00	0,25		1700 to 2999 = 4,0	
J	1,00	0,25		3000 to 5000 = 4,5	
K	1,50	0,50		> 5000 = 5,0	

### **C-2.3 Calculation of minimum surveillance and recertification audit time**

The minimum surveillance audit time shall be one-third of the initial certification audit time, with a minimum of 1 audit day (0,5 audit day for categories A and B). The minimum recertification audit time shall be two-thirds of the initial certification audit time, with a minimum of 1 audit day (0,5 audit day for categories A and B). When properly documented and justified, a reduction to the minimum can be made in a less complex organization measured by number of employees, size of the organization and/or product volume or within categories having an initial minimum audit time of less than 1,5 audit days.

## Part D: Criteria for Evaluating Halal Product Certification Schemes

### D1 Scope

This standard is applied for all Halal product certification schemes. The Schemes Owners shall ensure that their Halal product certification schemes are complying with the requirements of ISO/IEC 17065 and this document. The Halal certification bodies who are willing to obtain accreditation from National Accreditation Body as recognized by the Competent Authority of India shall comply with these requirements.

Requirements specified in this document are general requirements for Halal product and are applicable to any sub-scope e.g. food, cosmetics, pharmaceuticals, utilities product (tissue, textile, resin), disinfectant and cleaning agent, etc. during all stages of processing.

### D2 Normative References

The following referenced documents are indispensable for the application of this document. The latest edition of the referenced document (including any amendments) applies:

- ISO/IEC 17000: Conformity assessment - Vocabulary and general principles.
- ISO/IEC 17007: Conformity assessment - Guidance for drafting normative documents suitable for use for conformity assessment.
- ISO/IEC 17065: Requirements for bodies certifying products, processes and services.
- ISO/IEC 17067: Conformity assessment - Fundamentals of product certification and guidelines for product certification schemes
- ISO 22000: Food Safety Management Systems - Requirements for any organization in the food chain
- IAF MD 25: Criteria for evaluation of Conformity Assessment Schemes

### D3 General Requirements for Halal Product Certification Schemes:

Any Scheme developed for Halal product either related to food, cosmetics, pharmaceuticals, textile and leather etc., and to related process and services shall comply with Type 5 Scheme as described in standard ISO/IEC 17067 and the following:

D3.1 Within the content of the certification scheme, the following shall be clearly defined:

- The competencies related to its scope (s);
- Brief about the scheme owner; either if it is an accreditation body, government, certification body etc.;
- Parties involved in developing the scheme;



- Declaration that the scheme is based on the requirements of ISO/IEC 17065 Standard: Conformity assessment - Requirements for bodies certifying products, processes and services and does not contradict the requirements of this international standard;
- Scope of the scheme with regard to the sectors/products covered under the halal certification process with specifying any exclusions, if any;
- Specify the qualified applications for the scheme;
- Conditions for the clients seeking halal certificate/halal mark for their products;
- Clearly defined criteria for evaluation;
- Reference standards/regulations/legislations that shall be met;
- Any additional requirements that shall be met in a specific sector; either related to premises, staff, systems, processes, transportation...etc. (if any);
- Description of the certification process, or reference to any relevant document that describes the certification process;
- The stages of certification activities, to include as minimum selection, determination, review, decision on certification and attestation
- Description of the competency criteria required for staff involved in the halal certification process for the product(s) within the scheme scope;
- Description of the decision-making process or reference to any relevant document that describes the decision-making process;
- Requirement for the client to have arrangements for segregation and procedure to prevent cross contamination.
- Requirement for the client to have arrangements for handling nonconformities related to halal products/halal activities; this includes taking strict measures to prevent re-occurrence of such non-conformities.
- Description of the mechanism for handling claims related to halal certified products;
- General conditions for using halal certificates and marks or reference to any relevant document;
- Provisions for misuse halal certificates or marks;
- Description of the monitoring process for issued halal certificates and marks.

D3.2 The certification scheme shall comply with the country-specific Halal regulations of manufacture and final destination.

D3.3 For high-risk scope products as defined in the scheme (e.g. animal derivatives and gelatin) the determination activities shall include sampling and inspection, and/or testing.

D3.4 The certification scheme shall ensure that the following requirements are met for products declared “HALAL”. These requirements shall be clearly stated within the certification scheme:

- Halal product shall not contain any element/part/or traces of animals that are non-halal or that comes from animals which are not slaughtered according to Islamic law;



- Halal product shall not contain synthetic alcohols, liquors, or wines;
- Halal Product shall not be subjected to come in contact with any processing aid which is Haram.
- Halal product shall not contain narcotic drugs;
- Hygiene requirements shall be met for halal products.
- Any equipment/tool contaminated with non-halal elements or Najis shall not be used in any step of the preparation, manufacturing, packaging, storage, and transportation of the halal product.
- Source of materials used in the halal products shall be halal;

D3.5 The certification body shall appoint minimum of one staff in a permanent supervisory post who is competent and well trained in Halal requirements.

**D4 Additional Requirements for Halal Food Product Certification Schemes:**

D4.1 Halal Food Product Certification Schemes shall require implementation of other relevant systems like Food Safety Management Systems (FSMS), Hazard Analysis Critical Control Points (HACCP) and/or Good Manufacturing Practices (GMPs) as applicable, in manufacture and services for Halal foods in the scheme owner's country, and/or as required in the country of export.

D4.2 Products covered within the scheme shall fulfil the countries relevant polices and requirements of concerned authority(ies).

**D5 Additional Requirements for Halal Pharmaceuticals Certification Schemes:**

D5.1 Halal Pharmaceuticals Certification Schemes shall require compliance with Good Manufacturing Practices (GMP) and compliance with Good Distribution Practices (GDP) as applicable, in the scheme owner's country, and/or as required in the country of export.

**D6 Additional Requirements for Halal Cosmetics:**

D6.1 Halal Cosmetic Certification Schemes shall require compliance with Good Manufacturing Practices (GMP) as applicable, in the scheme owner's country, and/or as required in the country of export.

D6.2 Products covered within the scheme shall fulfil the countries relevant polices and requirements of concerned authority(ies).

## Part E: Requirements for Accreditation Bodies accrediting Halal CBs

### E1 Scope

This standard specifies the requirements for competence, consistent operation and impartiality of the accreditation bodies offering accreditation services to Halal certification bodies in accordance with the requirements of ISO/IEC 17011:2017 and this document.

### E2 Normative References

- E2.1 ISO/IEC 17000: Conformity assessment - Vocabulary and general principles.
- E2.2 ISO/IEC 17011: Conformity assessment — Requirements for accreditation bodies accrediting conformity assessment bodies.
- E2.3 IHAF/RD 03: Criteria for Halal accreditation body

### E3 General Requirements

#### *E3.1 Legal Responsibility*

Requirements of clause 4.1 of ISO/IEC 17011:2017 shall be applicable.

In addition, the accreditation body shall have the responsibility to ensure compliance to applicable Islamic requirements by the Halal certification bodies, and shall have a mechanism and structure to ensure it while providing its accreditation services.

#### *E3.2 Accreditation Agreement*

Requirements of clause 4.2 of ISO/IEC 17011:2017 shall be applicable.

#### *E3.3 Use of Accreditation Symbols and Other Claims of Accreditation*

Requirements of clause 4.3 of ISO/IEC 17011:2017 shall be applicable.

In addition, accreditation body providing accreditation services to Halal certification bodies shall be signatory to the International Accreditation Forum (IAF) MLA for Product Certification (ISO/IEC 17065) and/or the International Halal Accreditation Forum (IHAF) MRA for Halal.

#### *E3.4 Impartiality Requirements*

Requirements of clause 4.4 of ISO/IEC 17011:2017 shall be applicable.

#### *E3.5 Financing and Liability*

Requirements of clause 4.5 of ISO/IEC 17011:2017 shall be applicable.

#### *E3.6 Establishing accreditation schemes*



The accreditation body shall establish halal compliant accreditation schemes that define rules and processes of accrediting conformity assessment bodies as per the requirements of clause 4.6 of ISO/IEC 17011: 2017 and this document.

#### **E4 Structural Requirements**

Requirements of clause 5 of ISO/IEC 17011:2017 shall be applicable.

In addition, the accreditation body shall:

- i) Have the authority and be responsible for its Halal compliant accreditation decisions, which shall not be subject to approval by any other organization or person.
- ii) Document the duties, responsibilities and authorities of top management and other personnel associated or involved in the accreditation process for Halal.
- iii) Develop policies related to Halal conformity assessment practices.
- iv) Identify requirement for decision making for Halal compliant accreditation process.
- v) When authorities are delegated to other committees or individuals, the accreditation body shall ensure competency of such parties in Halal principles and practices.
- vi) Have access to needed expertise in the field of Halal. Access to the necessary expertise may be obtained through one or more committees (either ad-hoc or permanent), each responsible within its scope.
- vii) For committees formed to be involved in halal compliant accreditation, the accreditation body shall ensure the competency of committee members including expertise in Islamic affairs matters.
- viii) Comply to Halal regulation within their territory.

#### **E5 Resource Requirements**

##### *E5.1 Competence of Personnel*

E5.1.1 Requirements of clause 6.1 of ISO/IEC 17011:2017 shall be applicable.

E5.1.2 Determination of Competence Criteria: Requirements of clause 6.1.2 of ISO/IEC 17011:2017 shall be applicable.

In addition; the accreditation body shall:

- a) Have a documented process for determining and documenting the competence criteria for personnel involved in the management and performance of Halal compliant accreditation and assessment activities. Competence criteria shall be determined with regard to the requirements of Halal accreditation schemes and shall include the required knowledge and skills for performing Halal compliant accreditation activities.
- b) Ensure that its personnel who work in the field of Halal are having the required knowledge in Halal compliant conformity assessment practices.

- c) Ensure the assessment team, and the accreditation body personnel who review documents, review assessment reports, and make accreditation decisions includes personnel who demonstrate knowledge of Halal and are qualified, shall be reviewed by the accreditation body (*refer ISO/IEC 17065 clause 4.6.3*).
- d) Ensure the assessment team, and the accreditation body personnel who review assessment reports, make accreditation decisions and manage accreditation schemes, demonstrate knowledge of risk-based assessment principles related to Halal compliant accreditation activities/practices.
- e) Ensure the assessment team has personnel who demonstrate(s) knowledge of Halal compliant practices and processes of the conformity assessment body's business environment.
- f) Ensure that the group or individual that takes the accreditation decisions totally understand the applicable Halal compliant accreditation scheme requirements and shall have competence to evaluate the outcomes of the Halal compliant assessment, including where appropriate related recommendations of the assessment team related to Halal compliance.

E5.1.3 Competence Management: Requirements of clause 6.1.3 of ISO/IEC 17011:2017 shall be applicable.

In addition:

- a) The accreditation body shall have access to expert personnel who can evaluate assessors conducting assessments in the field of Halal.
- b) Each assessor working in Halal compliant assessment shall be observed at regular intervals. This shall be at least every three years, unless there is sufficient supporting evidence that the assessor is continuing to perform competently.

## E5.2 *Personnel Involved in the Accreditation Process*

Requirements of clause 6.2 of ISO/IEC 17011:2017 shall be applicable.

In addition, the accreditation body shall:

- a) Describe the qualifications, experience, knowledge, competence and training required for personnel who are working in Halal compliant conformity assessment practices.
- b) Have access to experts in Halal who can carry out Halal compliant assessments, review Halal compliant schemes and documents, and can be involved in decision making process of Halal compliant accreditation.
- c) Ensure that assessors and, where relevant, experts who will work in the field of Halal compliant accreditation:
  - i) familiar with Halal, competent and well trained on different aspects of the Halal regulation and Halal requirements in the specific area of specialization.
  - ii) familiar with halal compliant accreditation procedures, IAF and/or IHAF requirements for conformity assessment schemes, accreditation criteria, and other relevant requirements,

- iii) have undergone a relevant assessor training related to Halal compliant.
- iv) Have access to at least one assessor/expert and one Islamic affairs expert for each halal discipline that is within its scope of work.

#### *E5.3 Personnel Records*

Requirements of clause 6.3 of ISO/IEC 17011:2017 shall be applicable.

In addition, the accreditation body shall maintain records of relevant qualifications, training, experience and competence of each person involved in the accreditation process related to halal compliance.

#### *E5.4 Outsourcing*

Requirements of clause 6.4 of ISO/IEC 17011:2017 shall be applicable.

In addition, if the accreditation body outsources any of its IAF and/or IHAF recognized accreditation activities, then it shall have a policy describing the conditions under which outsourcing may take place, and any outsource of service or part of service shall be done with an IAF and/or IHAF MRA signatory accreditation body.

### **E6 Process requirements**

#### *E6.1 Accreditation Requirements*

Requirements of clause 7.1 of ISO/IEC 17011:2017 shall be applicable.

In addition, Halal compliant conformity assessment scheme shall comply with accreditation rules and procedures related to halal field and to iCAS Part D - Criteria for Evaluating Halal Product Certification Schemes.

#### *E6.2 Application for Accreditation*

Requirements of clause 7.2 of ISO/IEC 17011:2017 shall be applicable.

#### *E6.3 Resource Review*

Requirements of clause 7.3 of ISO/IEC 17011:2017 shall be applicable.

#### *E6.4 Preparation for Assessment*

Requirements of clause 7.4 of ISO/IEC 17011:2017 shall be applied.

In addition, the accreditation body shall appoint an assessment team consisting of a team leader and a suitable number of assessor(s)/expert(s) who is/are qualified in halal and competent enough in halal products and services requirements as per the scope of the halal certification scheme.

When selecting the assessment team, the accreditation body shall ensure that the expertise brought to each assignment is appropriate. In particular, the team as a whole:

- a) shall have appropriate expertise in the specific scope of halal compliant accreditation;
- b) shall have sufficient understanding to make a reliable assessment of the competence of the conformity assessment body to operate within its halal' compliant scope of accreditation.

#### *E6.5 Review of Documented Information*

Requirements of clause 7.5 of ISO/IEC 17011:2017 shall be applicable.

#### *E6.6 Assessment*

Requirements of clause 7.6 of ISO/IEC 17011:2017 shall be applicable.

#### *E6.7 Accreditation Decision-making*

Requirements of clause 7.7 of ISO/IEC 17011:2017 shall be applicable.

In addition:

- a) The accreditation body shall ensure that personnel involved in halal compliant accreditation decision-making are having appropriate knowledge on halal requirements including Islamic affairs.
- b) The accreditation body shall define the criteria of competency for personnel involved in halal compliant accreditation decision making.

#### *E6.8 Accreditation Information*

Requirements of clause 7.8 of ISO/IEC 17011:2017 shall be applicable.

#### *E6.9 Accreditation Cycle*

Requirements of clause 7.9 of ISO/IEC 17011:2017 shall be applicable.

#### *E6.10 Extending Accreditation*

Requirements of clause 7.10 of ISO/IEC 17011:2017 shall be applicable.

#### *E6.11 Suspending, Withdrawing or Reducing Accreditation*

Requirements of clause 7.10 of ISO/IEC 17011:2017 shall be applicable.

#### *E6.12 Complaints*

Requirements of clause 7.12 of ISO/IEC 17011:2017 shall be applicable.

In addition, the decision to be communicated to the complainant shall be made by, or reviewed and approved by, individual(s) not involved in the activities in question and knowledgeable in Halal compliant accreditation process and halal requirements.

#### *E6.13 Appeals*

Requirements of clause 7.13 of ISO/IEC 17011:2017 shall be applicable.

In addition, the decision to be communicated to the appellant shall be made by, or reviewed and approved by, individual(s) not involved in the activities in question and knowledgeable in Halal compliant accreditation process and Halal requirements.

#### *E6.14 Records on Conformity Assessment Bodies*

Requirements of clause 7.14 of ISO/IEC 17011:2017 shall be applicable.

### **E7 Information Requirements**

#### *E7.1 Confidential Information*

Requirements of clause 8.1 of ISO/IEC 17011:2017 shall be applicable.

#### *E7.2 Publicly Available Information*

Requirements of clause 8.2 of ISO/IEC 17011:2017 shall be applicable.

### **E8 Management System Requirements**

#### *E8.1 General*

Requirements of clause 9.1 of ISO/IEC 17011:2017 shall be applicable.

#### *E8.2 Management System*

Requirements of clause 9.2 of ISO/IEC 17011:2017 shall be applicable.

In addition, the accreditation body shall ensure having all needed procedures and policies that enables it to fulfil requirements related to halal accreditation in conformity assessment practices.

#### *E8.3 Document Control*

Requirements of clause 9.3 of ISO/IEC 17011:2017 shall be applicable.

#### *E8.4 Records Control*

Requirements of clause 9.4 of ISO/IEC 17011:2017 shall be applicable.





#### *E8.5 Nonconformities and Corrective Actions*

Requirements of clause 9.5 of ISO/IEC 17011:2017 shall be applicable.

#### *E8.6 Improvement*

Requirements of clause 9.6 of ISO/IEC 17011:2017 shall be applicable.

#### *E8.7 Internal Audits*

Requirements of clause 9.7 of ISO/IEC 17011:2017 shall be applicable.

#### *E8.8 Management Reviews*

Requirements of clause 9.8 of ISO/IEC 17011:2017 shall be applied.

In addition, the inputs to management reviews shall include:

- a) Considering results of peer evaluations done under IAF and/or IHAF.
- b) Feedback from interested parties in field of halal.



## ABBREVIATIONS

FSSAI : Food Safety and Standards Authority of India  
GCC : Gulf Cooperation Council  
GSO : GCC Standards Organization  
HCBs : Halal Certification Bodies  
IAF : International Accreditation Forum  
IHAF : International Halal Accreditation Forum  
ISO : International Organization for Standardization  
MS : Malaysian Standard  
OIC : Organization of Islamic Cooperation  
SMIIC : Standards and Metrology Institute for Islamic Countries

## REFERENCES

- IHAF Criteria for Halal Accreditation Body (IHAF/RD 03)
- IHAF Criteria for Evaluating Halal Schemes (IHAF/RD 04)
- GSO Standards for Halal Products (GSO 2055 Part 1, 2 & 3)
- Malaysian Standard for Halal Food (MS 1500)
- OIC/SMIIC Standards for Halal Food (OC/SMIIC 1, 2 & 3)