



## **HALAL SHARIAT ISLAMIC LAW BOARD**

### **PROFILE OF PRODUCT CERTIFICATION**

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## **PROFILE OF PRODUCT CERTIFICATION**

### **INTRODUCTION**

In today's highly competitive international market-place, customers, governments, general public, employees, stakeholders the world over are demanding companies to adopt Halal product certification which provides an assurance of consistent product quality, pollution prevention, waste reduction, safety and health of employees.

To assist the industries and commerce Halal Shariat Islamic Law Board has launched Shariat-e-Halal Certification Scheme in conformity with Sharia'h and ISO IEC 17065:2012 to provide third party mark of Certification against Scheme 5 of ISO/IEC 17067:2013 together with ISO IEC TS 17026:2015 to the organizations which demonstrate that they have implemented and are maintaining an effective Halal certification with mark of conformity to products and operating their processes, activities and operations in accordance with the certification Scheme. The Scheme consists of determination of conformity of Sharia'h law through product sampling, initial testing and assessment of the factory quality management system. The product quality is continuously monitored through surveillance of the factory's quality management system, testing of samples from the factory and open market. The certification services are provided to all applicants without any discrimination

Halal Shariat Islamic Law Board is a Sub-Ordinate Organization of Halal Shariat Islamic Law Trust incorporated as Trust under Indian Trust Act 1882 as a Separate Legal Entity from the Halal Shariat Islamic Law Trust specifically for Halal Food Safety Assessments. It is designing the documenting the system conforming to Sharia'h law and ISO IEC 17065 for getting Accreditation.

HaSIL personnel including its Secretary General and staff are free from any commercial, financial and other pressures for undertaking Halal Product Certification activity and other activities undertaken by it which might influence the results of the certification process.

## **HALAL SHARIAT ISLAMIC LAW BOARD (HaSIL)**

### **Quality Policy**

The Halal Shariat Islamic Law Board is committed to providing high quality certification services and shall work as a partner with industry to offer Halal Product Certification Services to all organizations without discrimination and to the highest standards.

HaSIL will act to continuously enhance satisfaction of its customers from industry, services and other organizations who utilize HaSIL product Certification Schemes.

HaSIL is committed to render its services in full compliance with the requirements of Sharia'h, ISO/IEC 17065:2012 and the other relevant International guidelines as a minimum in the establishment, implementation and operation of the Halal Product Certification.

It is the responsibility of all those concerned in the operation of Halal Product Certification Services including certified organizations, that each task in the operation of the Halal Product Certification Services lead to excellence and enhances the credibility and image of the organization.

HaSIL is committed to identify and comply with all legal, regulatory and other requirements, particularly in respect of Halal product certification activities.

**Secretary General**  
**Halal Shariat Islamic Law Board**

## **HALAL SHARIAT ISLAMIC LAW BOARD (HaSIL)**

### **Quality Objectives**

The objectives of HaSIL Product certification are:

- ❑ To provide consistent quality in certification services to all our clients through :
  - Receipt and processing of application without discrimination,
  - Adherence to surveillance schedules,
  - Ensuring effective corrective actions on Customer Complaints,
  - Monitoring of inspectors' performance regularly,
  - Enhancement in competence of personnel engaged in the certification process
  - Ensuring timely delivery (within 60 working days) of certification services
- ❑ To make continuous efforts for the improvement of its certification schemes to obtain maximum confidence and trust of all stakeholders.

**Secretary General**  
**Halal Shariat Islamic Law Board**

## **HOW TO GET PRODUCT CERTIFICATION?**

### **Application**

Applicants are required to file application on prescribed format available with HaSIL office or can be downloaded from HaSIL website for the relevant certification Marks. The information on the following is provided by the client:

- the scope of certification & the product(s) to be certified,
- the standards and/or other normative documents for which the client is seeking certification,
- the general features of the client, including its name and the address(es) of its physical location(s), significant aspects of its process and operations and any relevant legal obligations,
- general information concerning the applicant, such as its activities, human and technical resources including laboratories and inspection facilities, functions and relationship in a larger corporation, if any,
- information concerning all outsourced processes used by the client that will affect conformity to requirements such as out sourced testing facilities,
- the information needed in accordance with the relevant certification requirements such as information for initial evaluation and surveillance activities, e.g. the locations where the certified product(s) are produced and contact personnel at these locations.

The process of Product Certification begins with the receipt of an Application in the prescribed Application Form with supporting documents covering the above aspects by the applicant organization, along with an Application Fee of Rs 786/- (Non Refundable in any circumstances)

### **Application Review**

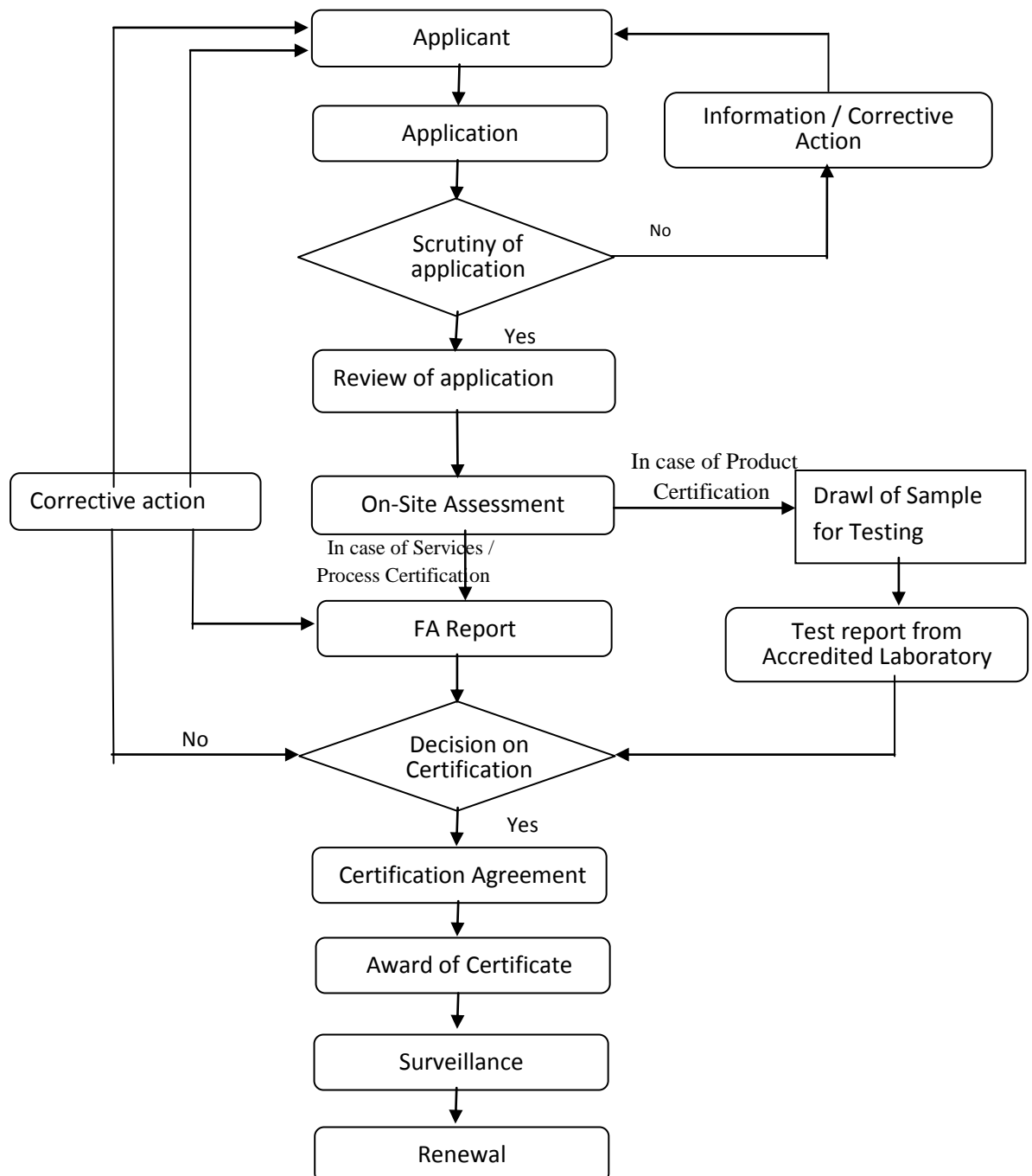
After the application is received, it is reviewed to ensure that:

- a) the information about the applicant and the product is sufficient for the conduct of the certification process,
- b) any known difference in understanding between HaSIL and the client is resolved including agreement regarding standard or normative document,
- c) the scope of certification sought is defined,
- d) the means to perform all evaluation activities are available,
- e) the competence and capability to perform the certification activity, internally or through suitable external (outsourced resources).

HaSIL Assesses from its pool of technical Inspector and Sharia'h experts if it has available to it all the necessary competence and capability to perform the evaluation, review and attestation activities in respect of the certification scheme and the scope of certification asked for and shall ensure that it has the competence and capability for all Halal certification activities it undertakes and maintain a record of the justification for the decision to undertake certification.

Note: Application will be liable to reject in the absence of Application Fees of Rs. 786/-.

**Flow Diagram of Halal Certification (Fig 01)**



## **Factory Evaluation**

A **team** of technical inspectors is constituted to perform evaluation task at the applicant's premises. The team is normally consists of a team leader and technical auditor or Sharia'h experts.

After confirmation of the acceptance of the application, the HASIL-CD makes the necessary arrangements with the client for the initial evaluation in accordance with the evaluation plan and inspection plan. The determination activities are:

- a) initial testing and examination of the product as specified in the product requirements,
- b) inspection the production process; and
- c) audit of the elements of the management system addressed by the client that are critical to product conformity.

A representative sample is drawn by the inspection team during the evaluation and sent for independent test in an approved laboratory. The testing facilities available with the applicant is examined together with competence of testing personnel.

The production process is inspected to demonstrate:

- a) the applicant has the necessary facilities, equipment , personnel and procedure for producing the product in accordance with the product requirements,
- b) the applicant's capability and competence to monitor, measure and test the product during and after production to assure conformity with the specific product requirements,
- c) quality control of the product through the production process from the receipt of inputs, through all transformation processes, through to dispatch of the completed products
- d) the ability of the applicant to identify and separate nonconforming product and to maintain product traceability.

The management system audit critical for product conformity include reviewing:

- a) procedures covering the production processes, including quality control, production resources and personnel competence that can affect product conformity,
- b) documents and records control in relation to production processes and product conformity,
- c) existing management system certifications and associated audit reports,
- d) internal audits and management reviews,
- e) procedures and records associated with product nonconformity, corrective and preventive actions and
- f) the identification, marking, and marketing of conforming products in accordance with certification requirements and license agreements;

## **Evaluation report**

A report of the evaluation is prepared and a brief provided to the applicant identifying all nonconformities following the initial product evaluation, inspection of production process and audit of the elements of the management system and an action plan indicating time within which corrective action on nonconformities would be completed. The report is considered as part of the total package of evidence to demonstrate compliance with the certification requirements for making the certification decision.

## **Review of evaluation report and related information**

When the results of initial product evaluation and the on-site inspection and laboratory testing results are available to provide the necessary evidence that the product and the system for managing product quality fulfill the specified requirements, a review is carried out by a competent officer(s) who has not been involved in the determination activities. If the evidence is sufficient, a recommendation for certification is made.

## **Certification decision**

The HaSIL is responsible for and shall retain authority for its decisions relating to certification.

The HaSIL has constituted Certification Committee which is competent to make the certification decision based on all information related to the evaluation, its review, and any other relevant information. The certification decision shall be carried out by the Secretary General who has not been involved in the evaluation process. The review and certification decision can be completed concurrently by the Certification Committee.

The Secretary General who is assigned to make a certification decision is the Secretary General of the Halal Shariat Islamic Law Board.

Organizational control lies with the Halal Shariat Islamic Law Board which has documented authority within the Halal Shariat Islamic Law Board and Secretary General who makes the certification decision on the recommendation of the Certification Committee.

The HaSIL shall notify the client, if decision is taken not to grant certification, the reasons for the decision.

## **Surveillance**

When continuing use of a certification mark is authorized for placement on a product (or its packaging, or information accompanying it) of a type which has been certified, HaSIL has established surveillance at least once in a Year of marked products to assure ongoing validity of the demonstration of fulfilment of product requirements. Guidance has been taken from ISO/IEC 17067:2013 and Halal Certification Scheme for designing the surveillance programme. The criteria and process for surveillance activities are defined by each certification Marks

When continuing use of a certification mark is authorized for a process or service, surveillance shall be established and shall include periodic surveillance activities to assure ongoing validity of the demonstration of fulfilment of process or service requirements. The criteria and process for surveillance activities are defined by each certification Marks.

If surveillance is required as described by the certification Marks, HaSIL initiate surveillance of the product(s) covered by the certification decision in accordance with the certification Marks.

When surveillance utilizes evaluation, review or certification decision, the requirements shall be fulfilled.

### **Termination, reduction, suspension or withdrawal of certification**

HaSIL shall consider and decide on reduction, suspension and/or withdrawal of certification upon substantiating nonconformity with any certification requirement.

Review and decisions to continue, reduce the scope, suspend or withdraw certification based on substantiated nonconformities with product requirements on the basis of all information available regarding the substantiated nonconformity.

If certification is terminated (by request of the client), suspended or withdrawn, HaSIL shall take actions specified by the certification Marks and shall make all needed modifications to formal certification documents, public information, authorizations for use of marks, etc. to ensure it provides no indication that the product continues to be certified. If a scope of certification is reduced HaSIL shall take actions specified by the Halal certification Marks and shall make all needed modifications to formal certification documents, public information, authorizations for use of marks, etc. to ensure the reduced scope of certification is clearly communicated to the client and clearly described in certification documentation and public information.

### **Complaints and Appeals**

To ensure that all complaints and appeals received on the services and decisions of HaSIL are redressed in timely manner.

## **ACTIONS AND METHODS TO ACHIEVE SYSTEM ELEMENT REQUIREMENTS**

1. HASIL have a documented process to receive, evaluate and make decisions on complaints and appeals. HaSIL shall record and track complaints and appeals and actions undertaken to resolve them.
2. Upon receipt of a complaint or appeal, HaSIL shall confirm whether the complaint or appeal relates to certification activities for which it is responsible, and if so, shall deal with it.
3. HaSIL shall acknowledge receipt of a formal complaint or appeal.
4. HaSIL is responsible for gathering and verifying all necessary information (to the extent possible) to progress the complaint or appeal to a decision.
5. The decision resolving the complaint or appeal shall be made by, or reviewed and approved by, person(s) not involved in the certification activities related to the complaint or appeal.
6. To ensure that there is no conflict of interest, personnel who have provided consultancy for, or been employed by a client, including those acting in a managerial capacity, shall not



be used by HaSIL to review or approve the resolution of a complaint or appeal for that client within two years following the end of the consultancy or employment.

7. Whenever possible, HaSIL gives formal notice of the outcome and end of the complaint process to the complainant.

8. HaSIL gives formal notice of the outcome and end of the appeal process to the appellant.

9. HaSIL takes any needed subsequent action to resolve the complaint or appeal.

### **PRIVILEGES OF LICENSEE**

Original Certification license which can be shown by the licensees to anyone concerned. If need be, it can be photocopied and displayed at various locations.

Use of Certification Mark on letter-heads, in advertisements, brochures, complimentary and for other promotional purposes.

Each license shall be listed in the register of licenses maintained by HaSIL.

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## APPLICATION FORM FOR HALAL CERTIFICATION

To

Halal Shariat Islamic Law Board,  
B-1, Second Floor, Gareeb Nawaz Complex,  
433/79, Ram Nagar, Campwell Road,  
Lucknow - 226003

Dear Sir,

I / We, have been engaged in the food business, the details of which is given below:

**Application Type**

☐

**New**

☐

**Renewal**

### **ORGANIZATION DETAILS**

**1. Name of firm:** \_\_\_\_\_

Postal address: \_\_\_\_\_

City: \_\_\_\_\_

Street name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Tele fax: \_\_\_\_\_

Website Url: \_\_\_\_\_

**2. Factory address** (if different from above):

Name of factory: \_\_\_\_\_

Postal address \_\_\_\_\_

City: \_\_\_\_\_

Street name \_\_\_\_\_

Telephone: \_\_\_\_\_ Tele fax: \_\_\_\_\_

**3. Type of Organization:**

I. Proprietor

II. Partnership

III. Pvt. Ltd.

IV. Others \_\_\_\_\_

**4. Yearly Turnover :** \_\_\_\_\_

**5. Categories as per MSME:**

I. Micro

II. Small

III. Medium

IV. Large

**6. Number of Staff :** Male: \_\_\_\_\_ Female: \_\_\_\_\_

**7. Relevant Documents: (enclose the copy of each certificate with Application form)**

I. Udyog Aadhaar/MSME: \_\_\_\_\_

II. PAN: \_\_\_\_\_

III. GST: \_\_\_\_\_

IV. Shop and Estb. License: \_\_\_\_\_ Renewal date \_\_\_\_\_

V. FSSAI: \_\_\_\_\_ Renewal date \_\_\_\_\_

VI. If **ISO 9001(QMS) / ISO 22000 (FSMS)/GMP/GHP/HACCP** Certified or any other certification provide Details (Date of Issue, Date of Expiry/Scope of Activities):

\_\_\_\_\_  
\_\_\_\_\_

## **PRODUCT DETAILS**

**8. Brand Name:** \_\_\_\_\_

**9. Scope of Certification Applied For:** \_\_\_\_\_  
\_\_\_\_\_

**10. No. of Product to be Halal Certified:** \_\_\_\_\_

**11. Total no. of Product produced in the Unit:** \_\_\_\_\_

**12. Commodity details: (Kindly enclose Process/Production Flow chart)**

**12.1** Brief description: \_\_\_\_\_

### **For Food Products**

#### **Product(s) Information**

|          | <i>Name of the Product</i> | : | <b>Nature of the Product:</b> Organic / Inorganic / Synthetic / Others | Brand Name |
|----------|----------------------------|---|--|------------|
| <b>1</b> |                            |   |  |            |
| <b>2</b> |                            |   |  |            |
| <b>3</b> |                            |   |  |            |
| <b>4</b> |                            |   |  |            |

## CONTENTS (INGREDIENTS) OF THE PRODUCT

| Sr. No. | Ingredient Name | INS / E-Number | Manufactured by: | Ingredient Manufacturers Address, Phone, Fax, Etc. | Halal Certification details |
|---------|-----------------|----------------|------------------|--|-----------------------------|
| 1       |                 |                |                  |  |                             |
| 2       |                 |                |                  |  |                             |
| 3       |                 |                |                  |  |                             |
| 4       |                 |                |                  |  |                             |
| 5       |                 |                |                  |  |                             |
| 6       |                 |                |                  |  |                             |
| 7       |                 |                |                  |  |                             |
| 8       |                 |                |                  |  |                             |
| 9       |                 |                |                  |  |                             |
| 10      |                 |                |                  |  |                             |

Do you want to Print HALAL logo on the product Packing?

YES ☐

NO ☐

## **For Abattoirs** **Product(s) Information**

|  |   |  |
|--|---|--|
| <b><i>Bovine (buffalo)/ Mutton / Chicken</i></b>     | : |  |
| <b>Slaughter House: Name &amp; Location</b>          | : |  |
| <b>Contact person</b>                                | : |  |
| <b>No. of Halal Supervisors:</b>                     | : |  |
| <b>No. of Halal Butchers</b>                         | : |  |
| <b>No. of cattle / birds slaughtered per day</b>     | : |  |
| <b>Domestic consumption / export</b>                 | : |  |
| <b>Country of destination</b>                        | : |  |
| <b>Specific Halal format requirement by Importer</b> | : |  |

\_\_\_\_\_  
**Authorized Signatory**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_.

**AFFIDAVIT / DECLARATION**

**(To be printed either on a Rs. 100 Stamp Paper or Letter Head of the Organisation)**

We M/s. (\_\_\_\_\_) situated at (office address) AND having our factory/plant at (factory/plant address), on solemn affirmation state and declare as follows:

1. That we are the manufacturers of the Following Product(s):  
(\_\_\_\_\_);
2. That the above mentioned product/s does not contain any ingredient/s, which is Haram, forbidden under Shariah Islamic Dietary Law
3. That there is no un-Islamic or unlawful process/ingredients used in the manufacturing of the above products.
4. Post Certification, In future, if Haram Ingredients were found on my products, I'll be solely responsible for the said event and any liability occurs by it, and fully affirm that Halal Shariat Islamic Law Board reserves the right to terminate the Certification of my product / process.
5. That whatever stated above and information provided in application form are true to the best of my knowledge and belief.
- 6.

Solemnly affirmed at (\_\_\_\_\_) on this (\_\_\_\_) day of (\_\_\_\_) (\_\_\_\_).

(Company Stamp)

Authorized Signatory.

**12.2 Trade mark(s):** \_\_\_\_\_

**12.3 Food Chain Categories (See Table A-1):** \_\_\_\_\_

**13. According to my/ our best knowledge the quantity of the mentioned commodity/ process and quantity of export and its price is given bellow:**

| Year   | Production | Unit | Value |
|--|------------|------|-------|
| a) For the last year<br>From----- to-----    |            |      |       |
| b) For the Current year<br>From----- to----- |            |      |       |
| Exports Year-----                            | Export     | Unit | Value |
| a) For the last year<br>From-----to-----     |            |      |       |
| b) For the Current year<br>From----- to----- |            |      |       |

**14.** With a view to ensure the similarity of the process of production of the mentioned commodities as per related standard, I/ We, am/ are using the schedule of Inspection & Testing in our manufacture. The regular records or all such similar records of inspection kept/ will be kept in the supplied form in detail.

I/ We, are ae willing to change or amend our inspection and testing program as may be required from time to time to keep in line with our policy which may be directed by you.

**15.** If the HaSIL desires to make a preliminary inspection or investigation then I/We, we agree to give all our reasonable opportunity and privileges to the HaSIL according to our ability and I/We, also we agree to make payment of all the charges including charges of the above inspection or all the expenses incurred in the investigation or the time and way in which the HaSIL will decide,

**16.** If the certificate is awarded, I/We am/ are promising to abide by all the terms and conditions of the certification so long it remains valid for use and also promising to comply with the rules and regulations. If the license becomes prolonged or it is cancelled, then I/We, are giving this promise that any use of the Standard mark on any commodity under the license will be stopped immediately and all related advertisement, materials will be taken back and other necessary action will be taken

Name :

Designation :

Organization :

Phone (if any) :

Date :

(Signature with Seal of the Company)

**Table A.1-Food Chain Categories**

| CLUSTER <sup>a</sup>     | CATEGORY |                    | SUB CATEGORY |   | EXAMPLES OF INCLUDED ACTIVITIES  |
|--------------------------|----------|--------------------|--------------|---|--|
| <b>Farming</b>           | <b>A</b> | Farming of Animals | <b>A1</b>    | 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<br>Growing, keeping, trapping and hunting (slaughtering at point of hunting)<br>Associated farm packing <b>b</b> and storage |
|                          |          |                    | <b>AII</b>   | Farming of Fish and Seafood   | Raising fish and seafood used for meat production<br>Growing, trapping and fishing (slaughtering at point of capture)<br>Associated farm packing <b>b</b> and storage  |
|                          | <b>B</b> | Farming of Plants  | <b>BI</b>    | 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<br>Associated farm packing <b>b</b> and storage  |
|                          |          |                    | <b>BII</b>   | Farming of Grains and Pulses  | Growing or harvesting of grains and pulses for food<br>Associated farm packing <b>b</b> and storage  |
|                          | <b>C</b> | Food Manufacturing | <b>CI</b>    | Processing of perishable animal products                            | Production of animal products including fish and seafood, meat, eggs, dairy and fish products  |
|                          |          |                    | <b>CII</b>   | Processing of perishable plant products                             | Production of animal products including fish and seafood, meat, eggs, dairy and fish products  |
|                          |          |                    | <b>CIII</b>  | Processing of perishable animal and plant products (mixed products) | Production of mixed animal and plant products including pizza, lasagna, sandwich, dumpling, ready to-eat meals   |
|                          |          |                    | <b>CIV</b>   | 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  |
| Food and feed processing | <b>D</b> |                    | <b>DI</b>    | Production of   | Production of feed from a single or  |

|  |   |   |     |  |   |
|--|---|---|-----|--|---|
|  |   | Animal Feed Production                              |     | Feed   | 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<br>Associated packaging c   |
|  | G | Provision of Transport and Storage Services         | GI  | Provision of Transport and Storage Services for Perishable Food and Feed     | Storage facilities and distribution vehicles for the storage and transport of perishable food and feed<br>Associated packaging c                                  |
|  |   |   | GII | Provision of Transport and Storage Services for Ambient Stable Food and Feed | Storage facilities and distribution vehicles for the storage and transport of ambient stable food and feed<br>Associated packaging c                              |
| Auxiliary services   | H | Services  |     |  | Provision of services related to the safe production of food, including water supply, pest control, 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                       |     |  | Production of food and feed additives, vitamins, minerals, bio-cultures, flavourings, enzymes and processing aids Pesticides, drugs, fertilizers, cleaning agents |
| a Clusters are intended to be used for accreditation scope of accredited certification bodies, and for accreditation bodies witnessing certification bodies. |   |   |     |  |   |
| b “Farm packing” means packaging without product modification and processing.  |   |   |     |  |   |
| c “Associated packaging” means packaging without product modification and processing and without altering the primary packaging.                             |   |   |     |  |   |