The Halal Quality Control Group

Criteria for External Halal Certification Bodies V 2.1

Note: This instructional form is linked to the

HQC Certification Scheme and HQC HAP Scheme

Change Log:

- Version 1: Created and issued 18 November 2021
- Version 2: Issued 1 December 2022 [Clause 2 Updated, Annex A Updated]
- Version 2.1 Issued: Hyperlinks added, referring to websites or links; Clicking on icons in Segments A to C refer to websites

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List of Abbreviations

HQC	Halal Quality Control
HCB	Halal Certification Body
WHFC	World Halal Food Council
GCC	Gulf Cooperation Council
UAE	United Arab Emirates
KSA	Kingdom of Saudi Arabia
MoU	Memorandum of Understanding [agreement]

Clause 1: Introduction

This work instruction outlines the requirements to accept a foreign HCB other than HQC during an assessment, supplier approval, or documentation verification.
As several authorities over the world are implementing their own policies or requirements, it has become difficult to have a harmonized list of approved HCBs, which is why this work instruction will try to outline the most suitable process possible as of this version's date.
In some cases, an HCB is only approved within its country of legal registration.

Please note that this work instructions might have newer versions from time to time, and we advise you to request the latest version by e-mailing us at info@halaloffice.com or by contacting your local contact person or auditor.

Clause 2: Segments

All customers of HQC, when providing a foreign HCB to be approved, must provide an HCB which may comply with one of the following segments below:

Segment A	HQC Offices or affiliates
Segment B	Recognized by a mutual accepted authority
Segment C	Accredited by a mutual accepted authority
Segment E	Request for approval by your HQC contact person [if A/B/C do not apply]

More details on the segments are provided on the next page.

Note: You may click on the icon to be referred to the website or list of approved bodies.

Segment A

Segments A outlines the affiliates and partners and includes:

Europe and Asia	Globally
All HQC Offices	WHFC Members

Segment B and C

Segments B and C outline national authorities as showcased below:

Malaysia	Turkey	Indonesia	GCC	Singapore	Thailand
JAKIM	HAK	BPJPH	GAC	MUIS	CICOT Enlisted

UAE/GCC	UAE/GCC	KSA/GCC	KSA/GCC	Qatar/GCC	Morocco
EIAC	ENAS	SFDA HC	SASO Enlisted	MOPH	IMANOR

Note: An HCB is either accredited, recognized, or listed by one of these organizations listed under Segments B or C

Segment D

Created by:	Reviewed by:	Approved by:	Revision Nr.:	Retention Period:
Wassiem al Chaman	Shadi Dabcheh	Shadi Dabcheh	02	5 years

If the external HCB is not applicable to Segments A, B, or C, an email providing the HCB's Halal Certificate should be sent to your contact person. After that, a review will be conducted, followed by a decision.

Clause 3: Scope of Approvals

Due to a broad field of categories that apply to becoming Halal certified, there are restrictions to accepting an external HCB. One of these restrictions is that parties, as mentioned in Segments B and C, may limit the scope of activities of an HCB, which is described in their certificate issued.

Example:

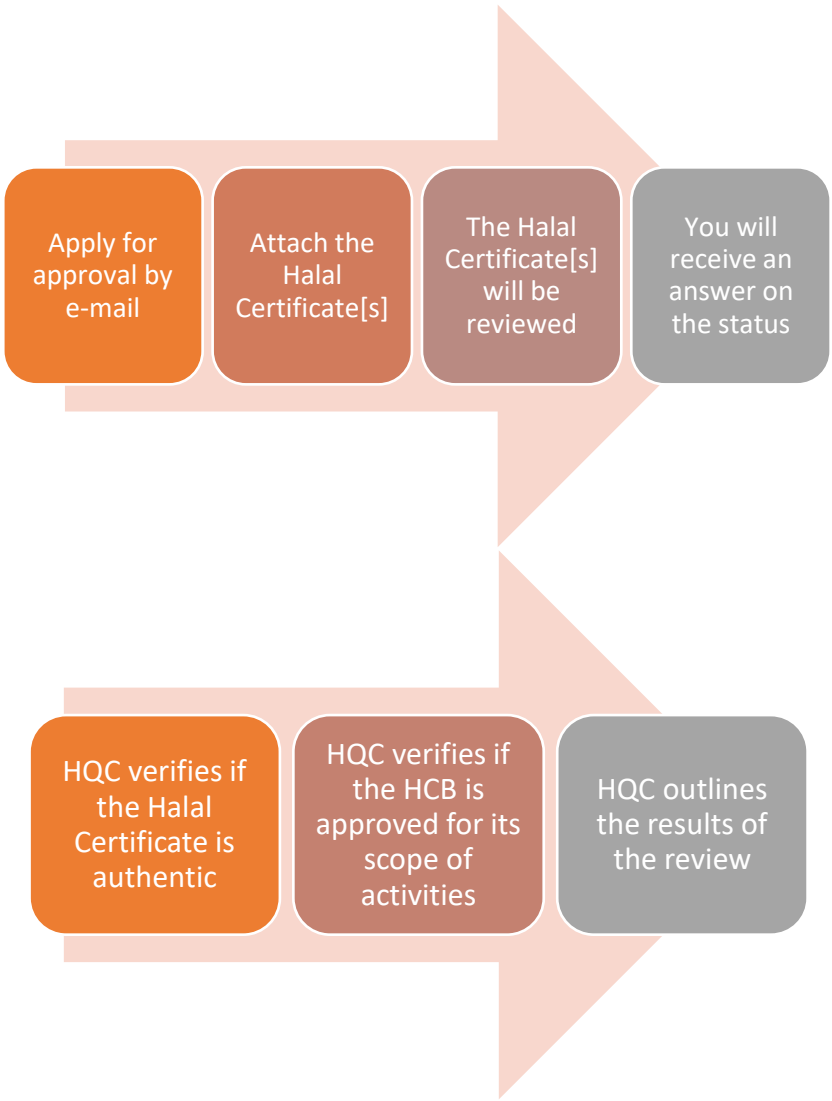
Party A may have an accreditation, but it is limited to only chemicals and dairy. This means that all other types of products may not be approved, limiting their acceptance level.

If an external HCB is dismissed, the reason will be clarified and specified to the customer. The category table of applicable scopes is attached in **Annex A: Category Index**

Clause 4: Types of Certificates

Type of Document	Description
General Halal Certificate	A certificate issued by the HCB was awarded to the mentioned manufacturer. This certificate must include an annex mentioning all approved products and their details.
Halal Shipment Certificate	A certificate issued by the HCB for a specific shipment of an approved manufacturer. Usually used for slaughtering houses which export fresh meats. It should mention the producer, importer, exporter, health certificate number [if applicable], quantities in kilograms or litres, production and expiry dates, product description, a valid signature, and a reference number.
Halal Statement or Declaration	A document issued by the HCB declares a process or premise as Halal-suitable or Halal-compliant. It should contain the premise's name and address, the approved products' date of issue and expiry, and a signature and reference number.

Clause 5: Flow process for HCB approval



Annex A: Category Index