

**SUMMARY**

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## 1. Definitions

**Technology aids:** are substances or materials, excluding equipment or utensils, that are not consumed, by themselves, as ingredients and that are used intentionally in processing

**Halal:** Lawful action or product permitted in Islam

**Haram:** It is the opposite of Halal, that is, illicit, prohibited in Islam

**Materials:** general term used to indicate raw materials, packaging materials, ingredients, additives, technology aids, cleaning materials and lubricants

**Najs:** means impurity, dirt. Something contaminated by a Haram product or material

**Halal critical control point:** Stage at which an essential control must be applied to prevent or eliminate a danger to the Halal status of the product.

**Halal control point:** Step or procedure in Halal production at which control can be applied and, as a result, the risk of contamination of the Halal product can be avoided or eliminated.

**Halal Supervisor:** A Muslim person who is responsible for the Halal product process

## 2. Introduction

This scheme aims to implement Halal requirements in organizations of (scheme type) and implement the Halal management system.

The Halal Management System (SGH) is designed, implemented and maintained with the aim of regulating materials, production processes, products, resources and procedures in order to maintain the continuity of the Halal production process. The implementation of the Halal Management System criteria is a mandatory requirement in the Halal certification process.

## 3. Requested documents

To begin the audit process, the organization must send the following documents to the certification body, as per the list below:

### 3.1 Folder 1 – Legal Documents

- a) CNPJ card;
- b) Registration with SIF or equivalent;
- c) Fire department inspection report (AVCB)
- d) Business license;
- e) Descriptive memorial of the facilities;
- f) Company registration data – form containing the company's registration data in addition to the number of employees, shifts, production capacity, factory production lines.
- g) Environmental license
- h) Evidence of disposal of waste of environmental interest
- i) Evidence from the internal accident prevention committee - CIPA (When applicable)
- j) Technical responsibility annotation (ART)
- k) License for products controlled by the army (When applicable)

**3.2 Folder 2 – Materials**

- a) “FORM 090 - Raw material and input spreadsheet for Halal products - Traceability and validation of origin” duly completed.
- b) Halal certificate for all inputs of animal origin, and Halal certificate or proof of origin (Technical data sheet, MSDS, SDS, Product descriptive memorial, Declaration of composition) for all inputs of origins other than animals, contained in the form above.
- c) Technical sheet of the final products included in the scope of certification, containing their composition.
- d) Composition of feed – in order to ensure that it is not made up of illicit products.

**3.3 Folder 3 – Halal management system**

- a) Halal Policy
- b) Halal Procedures
- c) Assessment of suppliers with Halal requirements
- d) Halal hazard analysis and critical control points (PCH and PCCH),
- e) Halal internal audit,
- f) Halal Committee

**3.4 Folder 4 – Quality assurance**

- a) Programs - Animal Welfare, GMP and HACCP.
- b) Standard Operating Procedure (SOP) or Prerequisite Operational Programs (PPRO)
- c) Sketch of packaging (primary, secondary, tertiary...) and labels of products within the scope of certification.

These documents must be updated with CDIAL Halal before scheduling the Phase 2 audit, if there is a change in scope or updating of documents by the organization.

After document analysis, CDIAL Halal determines whether the unit is prepared for the Phase 2 Audit. If so, the Audit Plan will be sent to the unit, which is a document containing information on the scope of certification, category, objective, standards and reference documents, stage, audit date, audit team and audit schedule.

**Note:** If necessary, additional documents may be requested during Phase 2.

**4. Halal management system (HMS)**

The Halal management system **must** be implemented prior to the initial certification audit and maintained, with the aim of managing the inputs used in production, production processes, products, human resources and procedures in accordance with the established Halal requirements. In other words, it is like a quality management system, traditionally already applied in industries, plus the following mandatory items:

**4.1 Halal Policy**

The Halal policy is documented information of the organization's commitment to implementing Halal throughout the organization, using Halal materials, processing and producing Halal products in accordance with Halal certification requirements on an ongoing and consistent basis. The organization's Halal policy includes a commitment to take the following actions:

- a) Provide human resources and facilities that assist in the implementation of the Halal Production Process;
- b) Comply with requirements relating to Halal Product Warranty Administration;
- c) Use Halal materials and implement the Halal Production Process in accordance with requirements;
- d) Ensure that the established Halal policy is understood and implemented by all personnel in the organization;
- e) interested parties ; It is
- f) Implement Halal policy consistently.

#### **4.2 Halal Committee**

Senior management must appoint an internal Halal committee formed by a multidisciplinary team (involving a management representative, quality assurance/quality control, production, R&D, purchasing, stock/storage) trained and with defined functions, responsible for creating and monitoring company's Halal procedures. Meetings must be held as necessary, with at least two meetings per year and have an agenda to discuss Halal, generating auditable records.

The organization must ensure the availability of resources necessary for the development, implementation and continuous improvement of the Halal Product Assurance System;

Committee members must be trained by a competent entity in Islamic religious requirements.

Roles and responsibilities of the Halal committee:

- a) Monitor the organization's Halal Production Process;
- b) Determine corrective and preventive actions;
- c) Implement the Halal Management System.
- d) Establish a Halal Production Process plan;
- e) Implement risk management control of the Halal Production Process (PCH and PCCH);
- f) Propose the replacement of materials;
- g) Propose the interruption of production or establish measures that ensure that products that do not meet the provisions of the Halal Production Process are not destined for the Halal market;
- h) Hold meetings on the implementation and monitoring of the Halal Production Process;
- i) Show evidence and provide correct information during the Halal Auditor inspection process.

#### **4.3 Halal Training**

The organization must carry out training and/or capacity building in the field of Halal Assurance. Training must be carried out according to the needs of the organization, according to the following actions:

- a) Train personnel involved in the Halal Production Process as necessary.
- b) Maintain training records (Training material, attendance list, certificate and other possible evidence).
- c) Assessment of Halal training must be carried out to measure its level of understanding and effectiveness.

#### **4.4 Halal Procedure**

Documents that describe how Halal production occurs, its means of control and guarantee of Halal status, specific to the Halal production process. These procedures must include all activities related to Halal production, such as: approval of suppliers, receipt of inputs, production, cleaning of facilities and machinery,

handling and storage of inputs and products – intermediate and final, transportation and integrated flow of people to the company's process.

The Halal procedure is created by Organizations when implementing the Halal Management System.

- a) The organization must have documented information on the implementation of the Halal Product Guarantee System as described in the Halal manual;
- b) The organization must maintain records of evidence of implementation of the Halal Product Assurance System requirements; It is
- c) The organization must prepare a Halal manual that is in accordance with the industrial scale, organizational structure, scope, stages of the production process, risk level, etc., in accordance with the guidelines and provisions of CDIAL Halal.

#### **4.5 Halal Internal Audit**

Internal auditors must be impartial, trained by an entity competent in technical requirements (ISO 19011) and Halal.

- a) The organization must carry out internal audits at least once a year to monitor the implementation of the Halal Management System or when there are changes that may affect the Halal status of the product, such as changes in management, policy, formulation, material and process;
- b) The organization must have procedures for internal audits;
- c) The organization must maintain evidence of the implementation of internal audits; It is
- d) The organization must present the results of internal audits to the Halal Certification Body during scheduled audits in the cycle.
- e) The organization must inform the list of ingredients and Halal Production Process every 6 (six) months to the Halal Product Guarantee Organizing Body.

The Halal internal audit must generate a report and checklist covering the description of everything that was audited, the internal auditor's conclusions and recommendations. In case of non-conformities, an Action Plan must also be generated to monitor the treatment of non-conformities.

#### **4.6 Halal Supervisor**

The Halal supervisor must be present at all Halal productions, validating that specific requirements are being respected at all stages of production, must be Muslim, competent in Halal requirements and representative of an Islamic center or institution. The supervisor must be part of the Halal committee and actively participate in meetings.

#### **4.7 Halal Control Points and Critical Control Points (PCH and PCCH)**

Process steps that directly affect the Halal classification of the product. These points must be defined and monitored with greater frequency and criticality.

#### **5. Requirements for materials**

Materials are items to make or produce a product as required in the Halal Management System, which include:

- a) raw material;
- b) additions;

- c) Technology Supporters;
- d) packaging, lubricants, greases, disinfectants that come into direct contact with materials or products;
- e) Technology aids intended for cleaning that come into direct contact with production facilities intended for the production of products; It is
- f) means of validating the cleaning results of facilities that come into direct contact with materials or products.

These materials from animals, plants, microorganisms, materials produced through chemical processes, biological processes or genetic engineering processes can be classified into two categories:

- a) Materials with mandatory Halal certification; It is
- b) Materials with Halal certification recommended.

The organization must guarantee the Halal status of inputs.

For inputs that are not of animal origin, the Halal certificate is recommended but not mandatory. However, these inputs must undergo a supplier assessment, carried out by the company itself, including Halal items, according to the CDIAL Halal raw material validation policy – P003, proving that this input is not produced in the same place as Haram products (Non Halal ), and technical sheet with complete qualitative composition to ensure that there are no contaminants in the products.

In the case of inputs of animal origin (with the exception: milk and eggs), they must have valid Halal certification.

If there are inputs that do not meet Halal requirements, they must be segregated from those that are Halal and it must be ensured that they are not used in Halal production.

**Note:** Only certificates with recognition from Halal authorities are accepted

## 6. General processing requirements

Hygiene, sanitation and product safety are prerequisites in Halal processing. Products must be prepared, processed, packaged, transported and stored in accordance with relevant hygiene and sanitation standards or regulations.

At all stages of production, in addition to complying with good manufacturing and handling practices, it is necessary to comply with Halal requirements – no mixing of Halal inputs and inputs with a dubious Halal classification, as described below.

### 6.1 Halal Product

It is the product that can be consumed by a Muslim. This means that:

- It was manufactured with Islamic values and principles, therefore, this product is considered safe, beneficial and suitable for consumption;
- It does not contain anything illicit (Haram), nor has it been manufactured/processed with any illicit materials;
- Islamic concepts, principles and values were implemented throughout the production chain, from the selection of materials used, processing, handling, packaging, storage, transportation, display and even the preparation service.

## 6.2 Haram Products

- Alcoholic Beverages – Intoxicants and their derivatives
- Genetic modifications using any Haram species
- Blood and derivatives
- Any Haram animal derivatives such as enzymes or lubricants
- Any toxic or harmful substances to health.
- Products extracted from humans, such as L-cysteine
- Narcotic Substances
- Animals not slaughtered in a Halal way
- Products that are in packaging that does not meet Islamic requirements.
- Products that have nomenclatures that do not meet Islamic requirements.

## 6.3 Prohibited Animals

- Pig and Boar;
- Puppies from Crossing a Haram species with a Halal species (Mule/Donkey);
- Insects, Larvae and Pests – with the exception of Grasshoppers;
- Reptiles – with the exception of the Lizard;
- Amphibians;
- Rodents and Mustelids;
- Bats;
- Non-aquatic gastropods;
- Carnivorous predators;
- Animals that have claws or large canines;
- Animals that are already dead;

## 6.4 Najs

Najs according to Shariah law are:

- Dogs, pigs and their descendants or derivatives;
- Halal food contaminated with non-halal materials;
- Halal foods that come into direct contact with non-halal materials;
- Any animal fluid, such as urine, blood, vomit, pus, excrement and placenta;
- Carrion or halal animals that are not slaughtered in accordance with Shariah law and fatwa, except for aquatic animals and certain insects; It is
- Khamr (liquor or any liquid that intoxicates and is prohibited under Shariah law and fatwa): food or drinks that contain or are mixed with khamr.

## 6.5 Location, area and equipment for processing Halal products

- a) The organization must separate places, areas and equipment for processing Halal products from places, areas and equipment for processing non-halal products.

- b) The organization must maintain the cleanliness and hygiene of the production process, ensuring that it is free of impurities and non-halal materials.
- c) The organization must segregate between the following areas of processing Halal and non-halal products:
  - I. Material storage;
  - II. Weighing of material;
  - III. Mixing of ingredients;
  - IV. Product molding;
  - V. Product processing;
  - VI. And/or other processes that affect the processing of the product.
- d) The organization must segregate between Halal and non-halal product processing equipment as follows:
  - I. Not using processing equipment interchangeably with equipment used in the processing of non-halal products;
  - II. Have separate storage areas for Halal and non-halal equipment.

#### **6.6 Halal product storage location and equipment**

- a) The organization must segregate the storage areas for Halal and non-halal products as follows:
  - I. Material receiving area;
  - II. Area for receiving post-processing products; It is
  - III. Storage facilities for materials and products.
- b) The organization must segregate storage equipment for Halal and non-halal products, in accordance with the following provisions:
  - I. Not using storage equipment interchangeably with equipment used in the storage of non-halal products;
  - II. Providing separate storage areas for Halal and non-halal instruments.

#### **6.7 Halal product packaging site and equipment**

- a) The organization must ensure that:
  - I. The packaging material is free from any non-Halal material.
  - II. Packaging material is not prepared or manufactured by equipment that is contaminated with non-Halal material during preparation, storage or transportation.
  - III. The packaging material is physically segregated in its storage from any other non-Halal materials.
  - IV. The packaging material does not contain any material that is considered harmful to human health.

#### **6.8 Halal product distribution location and equipment**

- a) The organization must segregate the distribution areas of Halal and non-halal products as follows:
  - I. Ensuring means of transportation from storage areas to product distribution equipment; It is
  - II. Means of transport for product distribution.
- b) The organization must segregate distribution equipment for Halal and non-halal products as follows:
  - I. Not using distribution equipment interchangeably with that used in the distribution of non-halal products;
  - II. Segregating cleaning instruments for Halal and non-halal distribution equipment;



- III. Segregating maintenance instruments for Halal and non-halal distribution equipment; It is
- IV. Segregating storage areas for Halal and non-halal distribution equipment.

### 6.9 Requirements by process stages

To facilitate the description of the requirements, the production process was divided into stages, as shown in the following table:

#### **Dirty area:**

- Creation
- Reception/Corrals
- Wait
- Driving and washing animals
- Stunning
- Sticking
- Sangria
- Skinning and Head Removal
- Evisceration
- Carcass division
- Inspection
- Ultimate toilet

#### **Clean area:**

- Refrigeration
- Cutting/boning
- Packaging
- Storage
- Expedition

The steps demonstrated are illustrative of the slaughter process, in order to facilitate understanding of the scope of the requirements. If there are requirements that fit into more than one stage of the production process, they must be applied to all applicable stages.

#### **Creation**

In the animal breeding stage, the type of food with which the animals are fed must be evaluated, especially in the period closest to slaughter, the last 3 days. Animal food must not contain any items considered Haram. Animal welfare must be guaranteed throughout the entire process.

#### **Reception/Corrals**

The transport of the animal must be done in such a way that the animals do not suffer. The cattle are transported in trucks to the slaughterhouses or slaughterhouses, upon arrival, they are unloaded into the reception pens using suitable ramps, preferably at the same height as the trucks. The animals are inspected, separated into batches according to origin and remain in the pens, resting and fasting, in this way, they recover

from the “stress” of the journey and reduce the animal's stomach and intestinal contents. The disembarkation process must be carried out by a trained professional.

**Wait**

Rest time must be respected in accordance with Brazilian legislation. Animals must be examined before slaughter by a veterinarian in order to check their health and ensure that the animal is not sick. If the animal is found unfit for slaughter by the veterinarian, it must be segregated from the others and not proceed to the production line. The animal must be alive and clean before slaughter.

**Driving and washing animals**

After the rest period, the animals are removed by trained professionals who use flags, body language and whistles to ensure the animals' well-being and reduce stress. They are taken to a fenced passage, a corridor divided into stages between gates, which allows them to be taken towards slaughter while maintaining separation into batches. This passage narrows so that, at the entrance to the slaughter room, the animals walk in a single file (known as a “syringe”). During the journey, the animals are normally washed with jets and/or sprays of chlorinated water. These jets, with regulated pressure, can be installed directed from top to bottom (like showers over the animals), to the sides of the animals and from bottom to top, which allows for better washing of manure and other dirt before slaughter.

**Stunning**

- **Without stunning and with the use of a containment box .**

To facilitate the positioning of the animal before slaughter, the organization may use containment box equipment. The organization must ensure that the equipment and containment box:

- Immobilizes the animals in order to facilitate the slaughter process and be safe;
- It is maintained and inspected regularly (results must be documented).

The procedure for slaughter without stunning must be available and must be carried out by trained personnel. The person responsible for preparing for slaughter must have the ability to position ruminant animals to facilitate the slaughter process.

- **With Stun**

Stunning the animal is permitted to facilitate slaughter and avoid stress.

This stunning process must use a containment box, which must have a head and neck support.

The organization must ensure that the person responsible for stunning is competent and under the supervision of the Halal Supervisor.

The Organization must ensure that the stunning process does not kill the animal and does not result in permanent injury.

The slaughter process must be carried out immediately after the ruminant animal has fainted for less than 30 seconds.

Stunning of animals is only permitted by non-penetrative mechanical methods, using cartridges or compressed air (pneumatic) or hydraulic energy.

If a non-penetrative stun causes damage to the skull, penetrates the brain, or kills the animal, the Halal supervisor must separate it as a non-Halal product.

If an animal is not stunned, the animal must be stunned again immediately.

The organization must ensure that the stunning method and equipment used have been validated. Validation is performed before implementation and any changes to methods and equipment are made.

Records of validation results must be documented.

The organization must carry out a check before the slaughter process to ensure the stunning process in accordance with the validated method. Verification is carried out by competent personnel at least once a year.

**Note:** In addition to the undamaged skull, at least one of the following must be present to ensure the stun is Halal:

- Non-rhythmic breathing
- Brain activity – eyelid reflex
- Pulsative pattern of bleeding after slaughter

**Sticking**

Slaughtering must be carried out by a Muslim slaughterer, who is aware of all Halal slaughter requirements and is qualified to do so. At the time of the beheading, a supervisor representing an Islamic center or institution must be present.

The Bleeder must have a certificate issued by a competent Islamic authority.

At the time of sticking, the animal's chest must be facing the Qibla (21°25'21.0"N 39°49'34.0"E).

An animal must not be slaughtered in front of another and the knife cannot be sharpened in front of the animal. Slaughter must be carried out using a clean and sharp instrument, cutting no more or less than the trachea, esophagus, carotids and jugular veins.

There must be a place to sterilize utensils and wash them with hot water.

At the time of slaughter, the name of God must be mentioned and the animal must be treated carefully, and the sawing movement must not be performed with the knife.

The slaughter must be done quickly with the right hand.

Machinery, utensils and tools must follow Brazilian sanitary design standards.

Table 1: Minimum number of cutthroats by the number of ruminants slaughtered per day

No.	Number of ruminants slaughtered per day	Minimum number of Halal cutthroats on each ruminant slaughter line
1	1-50	two
two	51-101	3
3	102-200	4

**Bleeding**

The bleeding process must last long enough for the animal to be bled completely, and all other processes must only begin after the bleeding has finished, and the supervisor has confirmed its death.

**Skinning and head removal**

This step corresponds to the removal of the cowhide and can be carried out manually, semi-automatically or automatically.

First, the front legs are cut before removing the hide, to use the mocotós. As a rule, the hind legs are only removed after the udder and genitals have been removed, and the anus and bladder are tied to prevent contamination of the carcass by any excrement.

The leather receives some cuts with knives at specific points, to facilitate its removal, which is then done with equipment that uses two chains attached to the leather, and a roller (horizontal motorized cylinder), which pulls these chains and removes the leather from the animals.

Manual removal of the hide can also be carried out, using only knives; the operation must be carried out with care so that there is no contamination of the carcass by hair or any fecal residue, possibly still present in the leather.

The head is removed, which is taken for washing, paying special attention to cleaning its cavities (mouth, nostrils, pharynx and larynx). At this point, the heads must be checked for stunning, thus ensuring that only carcasses that have been adequately stunned go through the Halal process.

**Evisceration**

It corresponds to the removal of the internal organs from the carcass, separating the white viscera (gastrointestinal tract) from the red ones (heart, lungs, etc.). It must be done carefully to avoid breaking the organs and contaminating the carcass.

The container for disposing of waste from this stage must be covered and waterproof, thus ensuring that the production line is not contaminated. It is at this stage that possible “defects” in the meat must also be observed.

**Carcass division**

Once the viscera are removed, the carcasses are sawed lengthwise in half, following the spinal cord. Between one animal and another, the saws receive a spray of water to clean the fragments of meat and bones generated.

**Inspection**

At the inspection stage, the carcasses must be visually inspected. To do this, the carcasses must be completely open, in order to expose their entire interior, and anomalies in consistency, color and odor must be observed. In case of detected anomalies, the carcass must be discarded.

**Ultimate Toilet**

Then, the half carcasses go through a cleaning process, in which small shavings of fat with some meat and others are removed with knives.

**Refrigeration**

After the toilet, the half carcasses are stamped with food grade ink, weighed, washed with pressurized water to remove bone particles and cooled to reduce the internal temperature to below 7°C, they are cooled in cold

chambers with temperatures between 0 and 4°C. The normal cooling time for beef carcasses is between 24 and 48 hours.

### **Cuts/Boning**

When cutting/boning, the temperature must be maintained at 4°C or below. Records must be kept of meat entering and leaving cutting facilities to ensure traceability.

### **Packaging**

The packaging sector must be completely separated from production in order to avoid cross-contamination. The temperature must be controlled and not exceed 10°C.

**Note 1** : Each slaughtered, chilled or frozen animal must have a Halal seal on its final packaging, the CDIAL Halal seal may be used.

**Note 2** : A barcode must be used to avoid mixing with non-Halal products where all necessary information is present, including the type of slaughter

### **Storage**

Storage facilities for frozen and chilled meat must be adequate. The internal temperature of the carcasses must not exceed 4°C.

### **Expedition**

Shipping docks must be covered to avoid contamination. The means of transport used must avoid contamination of Halal products with non-Halal products.

## **6.10 Halal Hotspots**

The definition of Halal critical points is a very important step for Halal certification, since the definition of these points will assist in the control of the Halal product warranty.

The methodology used to determine these points is very similar to the HACCP Plan, which is based on the analysis of all production stages, defining, identifying, evaluating and controlling significant Halal hazards. We divide the points into:

- PCH – Halal control point;
- PCCH – Halal Critical Control Point;

The PCCH are the points that directly affect the Halal status of the product and must be monitored more frequently and critically.

Some possible PCCHs are:

- Portion;
- Receiving/Waiting;
- Stunning
- Sticking;
- Bleeding;

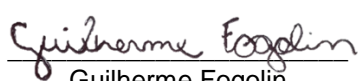
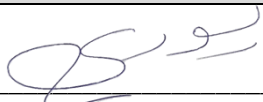


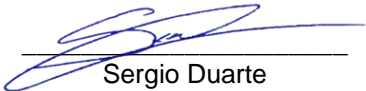
- Inspection;
- Storage/Storage;
- Expedition.

The PCC and PCCH must be raised and defined by the company, in accordance with a study carried out, evaluating all stages of the process in accordance with the regulations and this scheme.

**7. Normative references**

This certification scheme includes some requirements of Indonesian legislation:

- SNI 99003:2018 Halal Slaughter of Ruminants
- Decree of the Minister of Religious Affairs Number 748 of 2021 regarding the types of products that must be Halal certified;
- Decree of the Minister of Religious Affairs Number 1360 of 2021 regarding Materials Exempt from the Halal Certification requirement;
- Decree of the Head of the Halal Product Guarantee Organizing Agency Number 77 of 2023 on guidelines for implementing the Halal Product Guarantee System in Ruminant and Poultry Slaughterhouses.
- Decree of the Head of the Organizing Agency for Halal Product Assurance Number 20 of 2023 on amending the decision of the Head of the Organizing Agency for Halal Product Assurance Number 57 of 2021 regarding the criteria for the Halal product guarantee system
- These laws can be consulted on the following website: <https://bpjph.Halal.go.id/>
- Furthermore, the requirements are also based on the MUI (Magelis Ulama Indonesia) Fatwas, which can be found on the following website: <https://Halalmui.org/en/mui-fatwa/>
- Official verdicts from the SHAFII school of jurisprudence.

elaboration	Revision	Approval
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