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## 1. Scope

This scheme is applicable to all producers of food, beverages, chemicals, and cosmetics who wish to export Halal products to the Indonesian market.

## 2. Definitions

**Processing aids:** these are substances or materials, excluding equipment or utensils, that are not consumed as ingredients on their own and are intentionally used in processing;

**Halal:** A lawful action or product permitted in Islam ;

**Haram :** This is the opposite of Halal, meaning illicit, forbidden in Islam ;

**Materials:** General term used to indicate raw materials, packaging materials, ingredients, additives, processing aids, cleaning materials and lubricants;

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

**Halal control point:** A step or procedure in Halal production where control can be applied and, as a result, the risk of contamination of the Halal product can be avoided or eliminated;

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

**Qullah** – a unit of measurement for the quantity of water known during the time of the prophet.

**Tathhir Syar'na** – A purification procedure accepted within Islamic law that dictates dilution within a quantity of water (" qullah ") where purity prevails over impurity, thus performing a purification process.

## 3. Introduction

This scheme aims to implement Halal requirements in organizations and to implement the Halal management system.

The Halal Management System (HMS) is developed, implemented, and maintained to regulate materials, production processes, products, resources, and procedures in order to maintain the continuity of the Halal production process. Implementation of the Halal Management System criteria is a mandatory requirement in the Halal certification process.

## 4. Required documents

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

### 4.1 Folder 1 – Legal Documents

- CNPJ card;
- Registration with the SIF or equivalent (when applicable);
- Fire Department Inspection Certificate (AVCB)
- Operating license;
- Descriptive report of the facilities;
- Company registration data – a form containing the company's registration data, including the number of employees, shifts, production capacity, and production lines of the factory.

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- g) Environmental license
- h) Evidence of proper disposal of environmentally relevant waste.
- 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)

#### 4.2 Folder 2 – Materials

- a) "FORM 090 – Raw materials and supplies spreadsheet for Halal products - Traceability and origin validation" duly completed.
- b) Halal certificate for all inputs that are not on Indonesia's positive list and are of animal origin, and Halal certificate or proof of origin (Technical Data Sheet, MSDS, SDS, Product Description, Composition Declaration) for all inputs of other non-animal origins, contained in the form above.
- c) Technical data sheet for the final products included in the certification scope, containing their composition.
- d) Composition of the feed – in order to guarantee that it is not composed of illicit products.

#### 4.3 Folder 3 – Halal Management System

- a) Halal Policy
- b) Halal Procedures
- c) Evaluation of suppliers with Halal requirements.
- d) Halal Hazard Analysis and Critical Control Points (HACCP and PCCH)
- e) Halal internal audit,
- f) Halal Committee

#### 4.4 Folder 4 – Quality Assurance

- a) Good Manufacturing Practices (GMP) and HACCP Program
- b) or operational prerequisite programs (OPRP)
- c) Sketch of the packaging (primary, secondary, tertiary...) and labels of the products within the scope of the certification.

These documents must be updated with CDIAL Halal before scheduling the Phase 2 audit, in case there is a change in scope or an update to the documents by the organization.

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

**Note:** Additional documents may be requested during Phase 2 if necessary.

### 5. Halal Management System (HMS)

The Halal management system **must** be implemented prior to the initial certification audit and maintained in order to manage 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 applied in industries, with the addition of the following mandatory items:

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## 5.1 Halal Policy

A Halal policy is a documented statement of an organization's commitment to implementing Halal standards across all areas of the organization, using Halal materials, and processing and producing Halal products in accordance with Halal certification requirements in a continuous and consistent manner. The organization's Halal policy includes a commitment to take the following actions:

- To provide human resources and facilities that assist in the implementation of the Halal Production Process;
- Comply with the requirements relating to Halal Product Assurance Administration;
- Use Halal materials and implement the Halal Production Process in accordance with the requirements;
- To ensure that the established Halal policy is understood and implemented by all personnel within the organization;
- Communicate the Halal policy to all stakeholders ; and
- Implement Halal policy consistently.

## 5.2 Halal Supervisor and Halal Committee

Senior management must appoint an internal Halal committee comprised of a multidisciplinary team (involving representatives from management, quality assurance/quality control, production, R&D, purchasing, and inventory/storage) with clearly defined roles, responsible for creating and monitoring the company's Halal procedures. This committee must be led by a member designated as the Halal supervisor, who will be accountable for the entire Halal process and company decisions.

The Halal supervisor must be present at all Halal production sites, verifying that specific requirements are being met at every stage of production. Ideally, the supervisor should be Muslim and knowledgeable in Halal requirements.

Meetings should be held as needed, with at least two meetings per year, and an agenda should be in place 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 and halal management systems, and the halal supervisor must be trained in specific halal supervision training provided by the certifying body or the Indonesian authority, BPJPH.

Duties and responsibilities of the Halal committee and supervisor:

- To monitor the organization's Halal Production Process;
- Determine corrective and preventive actions;
- Implement the Halal Management System.
- Establish a plan for the Halal Production Process;
- Implement risk management controls for the Halal Production Process (PCH and PCCH);
- Suggest replacing materials;
- To propose halting production or establishing measures to ensure that products that do not meet the provisions of the Halal Production Process are not destined for the Halal market;

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- h) Conduct meetings regarding the implementation and monitoring of the Halal Production Process;
- i) Present the evidence and provide accurate information during the Halal Auditor inspection process.

Note 01: All duties and responsibilities of the supervisor must be documented and recorded.

### 5.3 Halal Training

The organization must conduct training and/or capacity building in the field of Halal Quality Assurance. The training should be tailored to the organization's needs, following these steps:

- a) Train personnel involved in the Halal Production Process as needed.
- b) Maintain training records (training materials, attendance list, certificate, and other possible evidence).
- c) An evaluation of Halal training should be conducted to measure its level of understanding and effectiveness.

### 5.4 Halal Procedure

Documents that describe how Halal production occurs, its control methods, and the guarantee of Halal status, specific to the Halal production process. These procedures should include all activities related to Halal production, such as: supplier approval, receipt of raw materials, production, sanitization of facilities and machinery, handling and storage of raw materials and products – intermediate and final, transportation, and the flow of people integrated into the company's process.

- a) The Halal procedure is created by organizations when implementing a Halal Management System.
- b) The organization must have documented information on the implementation of the Halal Product Assurance System as described in the Halal manual;
- c) The organization must maintain records of evidence of the implementation of the Halal Product Assurance System requirements; and
- d) The organization must prepare a Halal manual that is in accordance with the industrial scale, organizational structure, scope, production process steps, risk level, etc., according to the guidelines and provisions of CDIAL Halal.

### 5.5 Halal Internal Audit

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

- a) The organization must conduct internal audits at least once a year to monitor the implementation of the Halal Management System or whenever 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 in place for internal audits;
- c) The organization must maintain evidence of the implementation of internal audits; and
- d) The organization must present the results of internal audits to the Halal certification body during scheduled audits within the cycle.
- e) The organization must report the list of ingredients and Halal Production Process every 6 (six) months to the Organizing Body for Halal Product Guarantee.

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

## 5.6 Halal Control Points and Critical Control Points (CCP and PCCH)

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

## 6. Requirements for materials

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

- materials ;
- additives ;
- Technology Support Tools;
- Packaging , lubricants, greases, disinfectants that come into direct contact with materials or products;
- Technological aids intended for cleaning that come into direct contact with production facilities intended for the production of products; and
- methods for validating the results of cleaning facilities that come into direct contact with materials or products.

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

- Materials requiring Halal certification; and
- Materials with recommended Halal certification.

The organization must guarantee the Halal status of the inputs.

For ingredients that are not of animal origin, Halal certification is recommended but not mandatory. However, these ingredients must undergo a supplier evaluation, carried out by the company itself, including Halal items, according to the CDIAL Halal raw material validation policy – P003, proving that this ingredient is not produced in the same location as Haram (Non-Halal) products, and a technical data sheet with complete qualitative composition to ensure that there are no contaminants in the products. Decree 1360 of 2021 from the Indonesian Ministry of Religious Affairs, " Materials exempt from the obligation of Halal certification," can be used as a reference.

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

If there are inputs that do not meet Halal requirements, they cannot be in the same location or area as those that are Halal, and it must be ensured that they are not used in Halal production.

**Note:** Only certificates recognized by Halal authorities are accepted.

Origin	Type	Points Critics
Animal	Fish , fresh milk and eggs	No certificate required

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	Slaughter and slaughter by-products	Halal Certified
	Food and drinks processed	Halal Certified + Additives used
	Feather, horn and skin	Deceased – Halal Certified Vivo – Rate processes and additives used
Vegetable	Fresh ( raw )	Without resin – No certificate required With resin – Evaluate the resin
	Processed	Analyze the process and additives. used
Microorganisms	-	- Medium of culture he must to be Halal, if the microorganism no it is separate or washed after cultivation .  - Medium of culture non- halal microorganism he must to be Separated and washed .  Microorganism he must to be derived from Halal sources .
Synthetics	-	Analyze the process and additives. used
Enzymes	-	Analyze the source of the enzyme. To analyze additives , fermentation and processing
Packaging materials	-	No he must contain Haram components or Najs

**Note:** All products requiring Halal certification are described in decrees 748 of 2021 and 944 of 2024 of the Indonesian Ministry of Religious Affairs.

## 7. 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.

In all stages of production, in addition to complying with good manufacturing and handling practices, it is necessary to comply with Halal requirements – avoiding the mixing of Halal ingredients with ingredients whose Halal classification is questionable, as described below.

### 7.1 Halal product

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

- It was manufactured according to Islamic values and principles, therefore, this product is considered safe, beneficial, and suitable for consumption.
- It contains nothing illegal ( Haram ), nor was it manufactured/processed with any illegal materials;
- Islamic concepts, principles, and values were implemented throughout the entire production chain, from the selection of materials used, processing, handling, bottling, storage, transportation, display, and even the preparation service.

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## 7.2 Haram Products

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

## 7.3 No Animals Allowed

- Pig and Wild Boar;
- Offspring resulting from the crossbreeding of a Haram breed with a Halal breed (Mule/Donkey);
- Insects, Larvae and Pests – with the exception of the Locust;
- Reptiles – with the exception of the lizard;
- Amphibians;
- Rodents and Mustelids;
- Bats;
- Non-aquatic gastropods;
- Carnivorous predators;
- Animals that have large claws or canines;
- Animals that are already dead;

## 7.4 Najs

- Najs according to Sharia law are:
- Dogs, pigs and their descendants or derivatives;
- Halal foods 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;
- Shariah law and fatwa , except for aquatic animals and certain insects; and
- Khamr (liquor or any liquid that is intoxicating and prohibited according to Shariah law and fatwa ): food or drinks that contain or are mixed with khamr .

## 7.5 Location, area and equipment for processing Halal products.

- a) The organization must segregate the locations, areas, and equipment for processing Halal products from the locations, areas, and equipment for processing non-halal products.
- b) The organization must maintain cleanliness and hygiene throughout the production process, ensuring that it is free from impurities and non-halal materials.



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- c) The organization must segregate the following areas for processing Halal and non-halal products:
  - I. Material storage;
  - II. Weighing of materials;
  - III. Mixture of ingredients;
  - IV. Product molding;
  - V. Product processing;
  - VI. And/or other processes that affect product processing.
- d) The organization must segregate 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. Provide separate storage areas for Halal and non-halal equipment.

#### **7.6 Location and equipment for storing Halal products.**

- a) The organization must segregate storage areas for Halal and non-halal products as follows:
  - I. Location for receiving materials;
  - II. Location for receiving post-processing products; and
  - 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. Do not use storage equipment interchangeably with equipment used for storing non-halal products;
  - II. Featuring separate storage areas for Halal and non-halal instruments.

#### **7.7 Location and equipment for packaging Halal products.**

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

#### **7.8 Location and equipment for distributing Halal products.**

- a) The organization must segregate the distribution areas for Halal and non-halal products as follows:
  - I. Ensuring the means of transport from storage locations to product distribution equipment; and
  - II. Transportation methods exclusively for product distribution.
- b) The organization must determine the equipment specifically for distributing Halal and non-halal products as follows:
  - I. Do not interchange dispensing equipment used for distributing Halal products with non-halal equipment;
  - II. Determine the cleaning tools for Halal and non-halal dispensing equipment;

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- III. Determine the maintenance tools for Halal and non-halal distribution equipment;
- IV. Determine the storage areas for Halal and non-halal dispensing equipment.

#### **7.9 alcohol use .**

- a) The use of microorganisms and microbiological products must comply with the following provisions:
  - I. Microorganisms are inherently Halal, provided they are not harmful and are not exposed to impurities;
  - II. Microorganisms that have grown in pure culture media are considered Halal;
  - III. Microorganisms that have grown in impure culture media, if the microorganisms can be separated from the medium, will be considered Halal after purification;
  - IV. Products derived from microorganisms that have grown in pure culture media are considered Halal;
  - V. Products originating from microorganisms that have grown in impure culture media, if the microorganisms can be separated from the medium, will be considered Halal after purification;
  - VI. Culture media, additives and/or processing aids used with microorganisms must not be derived from swine or swine byproducts;
  - VII. Microorganisms and microbiological products derived from microorganisms that have grown in culture media exposed to impurities and then religiously purified ( *tathhir*. *syar'an* ), that is, through the application of at least two *qullah* (equivalent to 270 liters) of pure water, are considered Halal;
  - VIII. Microbiological materials obtained without separation of their culture media must use pure, Halal culture media; and
  - IX. Microbiological materials used to manufacture products using genetic engineering methods should not incorporate genes from pigs or humans.
- b) Food products and beverages containing alcohol/ethanol must meet the requirements as set forth below:
  - I. Alcoholic beverages are:
    - i. Beverages containing ethanol and other compounds, including methanol, acetaldehyde , and ethyl acetate , produced by fermentation through the engineering of various types of plant-based feedstocks containing carbohydrates, or
    - II. Beverages to which ethanol and/or methanol are intentionally added.
      - i. Drinks containing *khamr* are considered *Haram* ;
      - ii. Alcoholic beverages classified as *khamr* are considered *Najis* (impure) and *Haram*. (prohibited ) , regardless of quantity;
      - iii. *khamr* alcohol/ethanol (whether it is a product of chemical synthesis (from petrochemicals) or a product of non- *khamr* fermentation ) as an ingredient in a food product is permitted provided it is not harmful from a medical point of view;
      - iv. *Khamr* alcohol/ethanol (whether a chemically synthesized product (from petrochemicals) or a non- *Khamr* fermentation product ) as an ingredient in a beverage is permitted provided that it is not harmful from a medical point of view and the alcohol/ethanol (C<sub>2</sub>H<sub>5</sub>OH) content in the final product is less than 0.5%;
      - v. Ethanol derived from other sources, such as cassava, corn, or molasses, can be used as long as it is not harmful from a medical standpoint and is not intoxicating;
      - vi. Byproducts of the *khamr* (alcoholic beverage) industry or its derivatives that are in liquid form and physically separated cannot be used;

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- vii. Industrial by-products (alcoholic beverages) or their solid derivatives (e.g., brewer's yeast) may be used after a washing process that complies with the precepts of Islamic Law ( *tathhir*). *syar'an* );
- viii. The use of intermediate products that are not directly consumed (such as flavorings containing non-khamr alcohol/ethanol ) as ingredients in food products is permitted, provided they are not harmful from a medical standpoint;
- ix. The use of intermediate products that are not directly consumed (such as flavorings containing non-khamr alcohol/ethanol ) as beverage ingredients is permitted, provided they are not medically harmful and the alcohol/ethanol (C<sub>2</sub>H<sub>5</sub>OH) content in the final product is less than 0.5%.
- x. Fermented beverages containing at least 0.5% alcohol/ethanol are considered *Haram* ;
- xi. Fermented beverages containing less than 0.5% alcohol/ethanol are considered Halal as long as they are not harmful from a medical standpoint;
- xii. Non-fermented beverages containing less than 0.5% alcohol/ethanol that are not produced in *khamr* are considered Halal, provided they are not medically harmful, such as flavored soft drinks containing alcohol/ethanol;
- xiii. khamr alcohol/ethanol are considered Halal, provided the process does not use *Haram ingredients* and they are not harmful from a medical standpoint;
- xiv. Food products resulting from lactic fermentation in a paste/solid state that contain alcohol/ethanol are considered Halal, provided that the process does not use *Haram ingredients* and is not harmful from a medical point of view; Vinegar originating from *khamr* , whether occurring naturally or through engineering, is considered Halal and pure.
- xv. Food products resulting from lactic fermentation in a paste/solid state that contain alcohol/ethanol are considered Halal, provided that the process does not use *Haram ingredients* and are not harmful from a medical point of view.
- xvi. Food products to which *khamr is added* are considered *Haram* ; and
- xvii. The use of alcohol/ethanol not derived from the *khamr industry* (whether a chemical synthesis product [from petrochemicals] or a non- khamr fermentation product ) in liquid or non-liquid pharmaceutical ingredients is permitted provided the following conditions are met:
  - c) It is not harmful to health;
  - d) There should be no abuse;
  - e) Be safe and be at the correct dosage;
  - f) Do not use it intentionally to get people drunk.

The organization must have supporting documentation proving the origin of materials in the form of Halal Certificates for materials that require them, according to its bylaws.

**Note :** Materials with the following characteristics must be accompanied by a Halal certificate:

- a) Meat and animal products, such as sausage, meat powder, chicken extract, bone/skin gelatin, and enzymes.
- b) Premixes of flavors and vitamins, taking into account the complexity of the materials.
- c) Materials that are difficult to trace for Halal integrity due to variations in suppliers and supplier manufacturing processes, such as whey protein concentrate and lactose.

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### 7.10 Halal critical points

Defining Halal critical points is a very important step in Halal certification, as defining these points will help in ensuring the quality of the Halal product.

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

We divided the points into:

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

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

Some possible PCCHs are:

- Supplier evaluation
- Receipt
- Metal detector
- Alcohol content
- Storage
- Expedition

PCCs and PCCHs must be identified and defined by the company, based on a study evaluating all stages of the process according to regulations and this scheme.

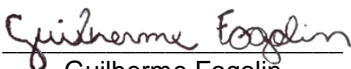
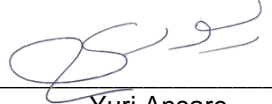


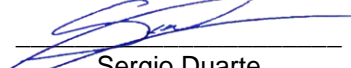
## 8. Normative references

This certification scheme covers some requirements of Indonesian legislation:

- SNI 99004:2021 General requirements for Halal foods
- Decree of the Head of the Organizing Agency for Halal Product Guarantees Number 20 of 2023 on the amendment to the decision of the Head of the Organizing Agency for Halal Product Guarantees Number 57 of 2021 concerning the criteria for the Halal product guarantee system.
- Decree of the Head of the Organizing Agency for Halal Product Guarantee Number 26 of 2019 Implementation of the Halal Product Guarantee
- Decree of the Head of the Organizing Agency for Halal Product Guarantee Number 33 of 2014 Halal Product Guarantee
- Decree of the Head of the Organizing Agency for Halal Product Guarantee Number 39 of 2021 Number 39 - Implementation of Product Guarantee
- Decree of the Head of the Organizing Agency for Halal Product Guarantee 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 Guarantees Number 360 of 2021 Materials Exempt from Halal Obligation
- Decree of the Minister of Religious Affairs Number 748 of 2021 concerning the types of products that must be Halal certified;

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- Decree of the Minister of Religious Affairs Number 944 of 2024 concerning amendments to Decree number 748 of 2021;
- Decree of the Minister of Religious Affairs Number 778 of 2023 Guidelines for Halal Certification of Processed Foods and Beverages
- Decree of the Minister of Religious Affairs Number 1360 of 2021 concerning Materials Exempt from the Halal Certification Requirement;
- These laws can be consulted on the following website: <https://bpjph.Halal.go.id/>
- Furthermore, the requirements are also based on the Fatwas of the MUI ( Majelis Ulama Indonesia), which can be consulted on the following website : <https://Halalmui.org/en/mui-fatwa/>
- verdicts from the SHAFII school of jurisprudence

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