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## 1. 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 :** An action or product that is lawful and permitted in Islam.

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

**Materials :** a 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 Haram product or material.

**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.

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

**Genetically modified products (GMPs):** Products containing DNA from other living species such as plants, animals, or microorganisms.

## 2. Introduction

This scheme aims to implement Halal requirements in slaughtering 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.

## 3. Required documents

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

### 3.1 Folder 1 – Legal Documents

- a) CNPJ card;
- b) Registration with the SIF or equivalent;
- c) Fire Department Inspection Certificate (AVCB)
- d) Operating license;
- e) Descriptive report of the facilities;
- f) 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.
- 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)

### 3.2 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 ingredients of animal origin, and Halal certificate or proof of origin (Technical Data Sheet, MSDS, SDS, Product Description, Composition Declaration) for all ingredients of non-animal origin, as 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.

### 3.3 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

### 3.4 Folder 4 – Quality Assurance

- a) Programs - Animal Welfare, Good Manufacturing Practices (GMP), and HACCP.
- b) Standard operating procedure (SOP) 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.

## 4. 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:

#### **4.1 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:

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

#### **4.2 Halal Committee**

Senior management should appoint an internal Halal committee comprised of a multidisciplinary team (including 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. Meetings should be held as needed, with at least two meetings annually, 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 body in Islamic religious requirements.

Duties and responsibilities of the Halal committee:

- a) To monitor the organization's Halal Production Process;
- b) Determine corrective and preventive actions;
- c) Implement the Halal Management System.
- d) Establish a plan for the Halal Production Process;
- e) Implement risk management controls for the Halal Production Process (PCH and PCCH);
- f) Suggest replacing materials;
- g) 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;
- 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.

#### **4.3 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.

#### **4.4 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.

The Halal procedure is created by organizations when implementing a Halal Management System.

- a) The organization must have documented information on the implementation of the Halal Product Assurance System as described in the Halal manual;
- b) The organization must maintain records of evidence of the implementation of the Halal Product Assurance System requirements; and
- c) 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.

#### **4.5 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.

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.

#### **4.6 Halal Supervisor**

The Halal supervisor must be present at all Halal production sites, verifying that specific requirements are being met at every stage of production. They must be Muslim, competent in Halal requirements, and a representative of an Islamic center or institution. The supervisor must also be part of the Halal committee and actively participate in its meetings.

#### **4.7 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.

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

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

- a) raw materials;
- b) additives;
- c) Technology Support Tools;
- d) Packaging, lubricants, greases, disinfectants that come into direct contact with materials or products;
- e) Technological aids intended for cleaning that come into direct contact with production facilities intended for the production of products; and
- f) 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:

- a) Materials requiring Halal certification; and
- b) 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.

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, these must be segregated from 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.

#### **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.

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.

##### **6.1 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.

## 6.2 Haram Products

- Alcoholic Beverages – Intoxicants and their derivatives
- Genetic modifications using any species Haram
- Blood and blood products
- Any animal-derived products 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.

## 6.3 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;

## 6.4 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;
- Carrion or halal animals that are not slaughtered in accordance with 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.

#### **6.5 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.
- 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.

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

- a) The organization must segregate the storage areas for Halal and non-halal products as follows:
  - I. Materials receiving area;
  - II. Post-processing product receiving area; 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.

#### **6.7 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 be 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 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 areas to product distribution equipment; and
  - II. Means of transport for product distribution.
- b) The organization must segregate Halal and non-halal product dispensing equipment as follows:
  - I. Do not use dispensing equipment interchangeably with that used for the distribution of non-halal products;
  - II. Segregating cleaning instruments from Halal and non-halal dispensing equipment;
  - III. Segregating maintenance tools for Halal and non-halal distribution equipment; and
  - IV. Separating the storage areas for Halal and non-halal distribution equipment.

**6.9 Requirements for each stage of the process.**

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

**Dirty area:**

- Creation
- Receipt
- Wait
- Hanging (for birds )
- Desensitization
- Throat
- Blood
- Scalding/Plucking
- Evisceration
- Inspection

**Clean area:**

- Refrigeration
- Courteous
- Packaging
- Freezing
- Storage
- Expedition

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

**Creation**

During the animal rearing stage, the type of feed the animals are given must be evaluated, especially in the period closest to slaughter, the last 3 days. The animals' feed should not contain any items considered Haram.

Animal welfare must be guaranteed throughout the entire process.

**Receipt**

The animal must be transported in a way that does not cause suffering to the animals.

**Wait**

Rest periods must be respected according to Brazilian law. Animals must be examined by a veterinarian before slaughter to verify their health and ensure they are not sick. If the veterinarian deems an animal unfit for slaughter, it must be separated from the others and not proceed to the production line. The animal must be alive and clean before slaughter.

**Hanging (Exclusively for birds)**

Hanging the animal should not harm it. The professional performing this task must be trained to avoid animal torture. If any dead animal is found, it must be disposed of.

**Desensitization**

Stunning is not recommended, but its use is permitted if necessary to minimize animal suffering.

**Note:** The electrical current and time must be determined and validated by the industry and approved by the supervisor, taking into account the weight, type of animal and other variable factors.

**Note:** Tests to restore consciousness should be performed after the shock.

**Throat**

The slaughter must be performed by a mentally sound Muslim adult who is knowledgeable about all Halal slaughter requirements and is qualified to do so. The slaughterer must possess a certificate issued by a competent Islamic authority.

At the moment of slaughter, it is recommended that the animal's chest be facing Qibla (21°25'21.0"N 39°49'34.0"E). An animal should not be slaughtered in front of another, and the knife should not be sharpened in front of the animal.

The OA ( Oral Acupuncture) procedure must be performed with a clean, sharp stainless steel blade made with only one edge, cutting no more and no less than the trachea, esophagus, carotid arteries, and jugular veins.

There should be a designated area for sterilizing utensils and washing them with hot water.

At the moment of slaughter, the slaughterer must mention the name of Allah for each animal slaughtered. The animal must be handled carefully, and no sawing motion should be made with the knife. The slaughter must be done quickly with the right hand.

Mechanical slaughter (for poultry) can be used provided the following conditions are met:

- The Muslim bloodletter/supervisor must mention the name of Allah before operating the equipment.
- The Muslim slaughterer/supervisor may only leave the slaughter site after the machine has stopped;
- The Muslim slaughterer/overseer must mention the name of Allah for each animal slaughtered;
- The cut should be made in the same way as in manual slaughter, cutting no more and no less than the pharynx, esophagus, carotid arteries, and jugular veins.

- If the animal is decapitated during mechanical slaughter, these animals are considered Halal and both the head and the carcass can be consumed, however, this practice is considered detestable (Makrooh);
- There should be a designated area for sterilizing utensils and washing them with hot water.
- If the cut is not executed properly, the animal must have its throat slit manually (repass).
- Machinery, utensils, and tools must comply with Brazilian sanitary design standards.

**Blood**

The bleeding process must last long enough for the animal to be completely bled, at least 180 seconds (for poultry), and all other processes should only begin after the bleeding has finished.

**Scalding/Plucking (for poultry)**

This process should only be used after the bleeding is complete, thus ensuring that the animal is dead.

The scalding water should not be boiling, it should be at 55°C ( $\pm 1^\circ\text{C}$ ) and the animal should remain immersed for a maximum of 120s.

The tank should be emptied at least once a day, then washed and disinfected.

**Evisceration**

At this stage, the carcass must be thoroughly cleaned inside and out. The container for disposing of waste from this stage must be sealed and waterproof, thus ensuring that the production line is not contaminated. It is also at this stage that any possible "defects" in the meat should be observed.

**Inspection**

During the inspection stage, carcasses must be visually inspected. For this, the carcasses must be fully opened to expose their entire interior, and any anomalies in the consistency, color, and odor of the bird must be observed. If any anomalies are detected, the carcass must be discarded .

**Cooling**

After cooling, the temperature must be maintained. If cooling is done with ice, the water used to make the ice must comply with drinking water requirements, and the ice cannot be used in any other stage of the production process.

**Courteous**

During the cutting/deboning of poultry, the temperature must be maintained at 4°C or less. Records of meat entering and leaving the cutting facilities must be kept to ensure traceability.

**Packaging**

The packaging area must be completely separate from production to avoid cross-contamination. The temperature must be controlled and not exceed 10°C.

**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 prevent contamination. The means of transport used must prevent contamination of Halal products with non-Halal products.

**6.10 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:

Portion;

- Portion;
- Receiving/Waiting;
- Hang (birds);
- Throat-slitting;
- Bloodletting;
- Scalding;
- Storage/Warehousing;
- 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.

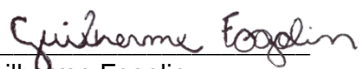
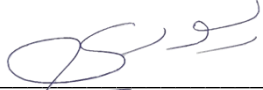


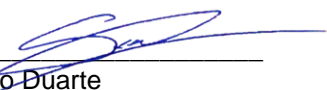
**7. Normative references**

This certification scheme covers several regulatory requirements:

- Halal Requirements for Iraqi Market
- OIC/SMIIC - 1:2019 – General requirements for Halal Food
- OIC/SMIIC - 2:2019 – Conformity Assessment Requirements For Bodies Providing Halal Certification
- OIC/SMIIC - 18:2021 – Halal Quality Management System Requirements
- OIC/SMIIC - 51:2022 – Hygiene and Sanitation Management System

These guidelines can be obtained from the following website: <https://www.smiic.org/en>.

Furthermore, the requirements are also based on the Fatwas of the international council: Fiqh Academy, which can be consulted on the following website: <https://iifa-aifi.org/en/statements>

Preparation	Revision	Approval
 Guilherme Fogolin <b>Quality Analyst</b>	 Yuri Ansare <b>Technical Supervisor</b>	 Walid El Orra <b>Administrative Director</b>
 Munir Chahine <b>Technical Auditor</b>		
 Sergio Duarte <b>Technical Auditor</b>		