

## GENERAL PROCEDURE FOR HALAL CERTIFICATION -2013-2014

### Important Note

Every Halal food, Cosmetics, Human Consuming Products manufacturing factory must be authenticated by Halal certifying authority in order to issue IPC - (Individual Product Certificate)

#### **-:HFAC:-**

The HFAC (**Halal Factory Authentication Certificate**) elucidate the factory's condition as it is erected of to the standard with all infrastructure to make 100% Halal F&B and other items and all its processing lines and amenities are equipped with Ultra Modern Hi-tech System as per the Halal manufacturing conditions.

#### **-:HIPC:-**

The HIPC (**Halal Individual Product Certificate**) shows that the particular item is 100% Halal and prepared only with Halal ingredients at a Halal authenticated factory.

### Registration for Halal Certification (Free of charge)

You are requested to Register your company (Apply Online in website) with Halal Certification Services (India) Pvt Ltd., prior to make our auditing for Halal Certification.(The certificate is valid for One year not more than two years)

#### STEP 1

1. Requisition is to be made on your official letterhead duly signed by the authority.
2. Format- 1 specifies the Firm Or Company.
3. Format- 2 specifies the Product.

#### STEP 2

1. Format- 3 Vegetarian certificates (for vegetarian products) obtained from your suppliers.
2. Format -4 Assurance from your company that the products are manufactured as per Halal conditions.

#### STEP 3

1. Laboratory certificates - showing the ingredients of your products are not derived from Earthly or Marine animals, Birds, Alcohol, Intoxicate substances.
2. Copy of the manufacturing & Export license
3. Copy of the License/Health certificate from local Panchayath – Municipality.
4. Pest control procedures.
5. Production Flow Chart.

6. Specimen of the products with original packing.
7. Plant Diagram.
8. Images of the company logo, packing & Manufacturing units in JPEG format.
9. Other Documents like ISO, GMP, HACCP, KOSHER.

#### **STEP 4**

- Approval of our Quotation
- 100 % Payment in Advance

#### **STEP 5**

Factory Auditing Project.

- The manufacturing plant will be audited as and when required by the applicant.
- A team of Halal auditors will be visiting the plant and the number of auditors will be decided as per the grade and products of the company.
- Places of Auditing: 1. Processing lines, 2. Stores. 3. Labs. 4. Finished Products. 5. Packaging Areas. 6. Pest Control System. 7. Warehouses. 8. Staffs hygiene.

**Please send soft copies by Email & post hard copies to our office**

**NOTE** : On approval of our Quotation and confirmation with the plant visit & other arrangements a Team of Halal auditors from Halal Certification Services (India) Pvt Ltd., would start processing Halal Certification.

#### **Format 3**

##### **Vegetarian certificate**

(Please obtain from each Supplier)

We hereby certify that the material ..... we supply to ..... is vegetarian and contains no material whole or part which has animal/bird/insect/freshwater/eggs/enzyme and bacteria extracted directly from biological systems or marine animal origin. Further the constituents or components used in the manufacture of this product also do not contain material from animal/bird/insect/freshwater/eggs or product of any such non-vegetarian material of animal origin.

**Format 4 - (on 100 Rs Non judicial stamp paper)**

**Assurance certificate (Affidavit) by the Company**

We hereby affirm and assure that the material manufactured by our ..... unit is 100% pure vegetarian and contains no any material of animal/bird/insects/eggs/Fresh water origin or any ingredients produced from genetically modified or engineered organisms obtained through biotechnology. This information is true to the best of my knowledge and belief.

Solemnly affirmed and signed

By Authorized Signatory / Stamp

**Format 1**

**(Halal Certification Services (India) Pvt Ltd.)**

Details of the company require Halal Authentication Certificate.

Name of the Manufacturer /Company /Firm/Co-Packer.	:	
Office: Address, Phone, Fax, Mobile, Website and email	:	
Factory/Plant.: Address, Phone, Fax and email	:	
Status of the Manufacturer. Ltd. / Pvt. Ltd. /Ownership/Or...	:	
Authority of the application Name/Designation/Mobile/Email	:	
Local Health / Manufacturing license No & Date. Validity period.	:	
Any HFAC awarded by other agency, if so, Please specify with a copy	:	
Name & Nature of the Product.	:	
Products manufactured for Domestic/Export/both	:	
Importers /Local outlets.	:	
Please specify if any of your other unit manufacturing the same product with the same name & brand	:	
Required date of factory inspection	:	

Authorized Signatory

Stamp

**FORMAT 2**

Halal Certification Services (India) Pvt Ltd.,  
Details of the Products requires Halal Certification.

**Name & Nature of the product:**

Please attach sheets for more products / ingredients.

Sr. No.	Name	Ingredients	Ingredient Manufacturers Name & Address Domestic/Foreign
1			
2			
3			
4			
5			

Authorized Signatory

Stamp

Note:

- Halal Certificate is mandatory for the ingredients imported from the overseas country. Please get it prior to import/receive the material.

Formats-

HALAL CERTIFICATION PROCEDURE – Halal Certification Services (India) Pvt Ltd.,  
Phone & Fax :(0424) 2227286. HP : 096880 88880.  
Email : [info@halalcertificate.in](mailto:info@halalcertificate.in)