


**HFFIA**

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| Doc. No.       | FORM EXT-0001 |
| Version        | 2.7           |
| Effective date | 23-02-2018    |
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Title: FORM EXT-0001 - HFFIA Application form (003)

**1. Company details Head Office:**

|                |               |  |
|----------------|---------------|--|
| Company Name   |               |  |
| Address        |               |  |
| Legal Status   |               |  |
| VAT number     |               |  |
| Website        |               |  |
| Contact person |               |  |
| Phone          | Email address |  |

**2. Production plant details :**

|                |               |  |
|----------------|---------------|--|
| Address        |               |  |
| Plant code     |               |  |
| Contact person |               |  |
| Phone          | Email address |  |

**3. Previous Halal certification / application for Halal certification**

 Has your application for Halal certification been rejected by a previous Halal certification body, or have you previously been Halal certified and has the Halal certification been stopped? Yes [  ] No [  ]

If yes: what was the reason for rejection / stopping the Halal certification:

**4. Check the standard for which Halal certification is requested**


|                          |  |
|--------------------------|--|
| <input type="checkbox"/> | GSO 993 - 2015 Animal Slaughtering Requirements According to Islamic Rules                           |
| <input type="checkbox"/> | GSO 2055-1:2015 Halal products - Part one: General Requirements for Halal Food                       |
| <input type="checkbox"/> | Halal Assurance System HAS 23000:1, LPPOM-MUI 2012   |
| <input type="checkbox"/> | Malaysian Halal Standard: Production, Preparation, Handling and Storage-General Guide - MS 1500:2009 |
| <input type="checkbox"/> | The Singapore MUIS Halal Standards (SMHS)  |

**5. Specify the export region for which Halal certification is needed**

|                          |                                  |
|--------------------------|----------------------------------|
| <input type="checkbox"/> | GCC countries                    |
| <input type="checkbox"/> | Other countries, please specify: |

**6. Check the scope for Halal certification:**

|                          |   |                          |  |                          |   |
|--------------------------|---|--------------------------|--|--------------------------|---|
| <input type="checkbox"/> | B: Farming 2 (Plants): Herbs and Spices, Bakery products  | <input type="checkbox"/> | E: Processing 3 (Products with long shelf life at room temperature): Edible oils and Fats, Snacks                                      | <input type="checkbox"/> | N: Other materials manufacturing: cosmetics |
| <input type="checkbox"/> | C: Processing 1 (Perishable animal products): Dairy Products, animal slaughtering, Excluding poultry slaughtering | <input type="checkbox"/> | L: Chemical and Biochemical manufacturing: Chemical products, Enzymes, Mineral and Vitamins, flavours, Food Additives, stomach rennet. | <input type="checkbox"/> | Other scope:                                |

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| <b>7. Mention the products in scope for Halal certification (if more, please enlist in separate document) *:</b> |                        |                        |
|--|------------------------|------------------------|
| <b>Code number</b>   | <b>Type of product</b> | <b>Name of product</b> |
|  |                        |                        |
|  |                        |                        |
|  |                        |                        |
|  |                        |                        |
|  |                        |                        |
|  |                        |                        |
|  |                        |                        |
|  |                        |                        |

*\*Please attach to this document: product specifications of the mentioned products.*

|  |
|--|
| <b>8. Mention the number of raw materials and processing aids used in the products mentioned at point 7:</b> |
|  |

**9. Further information required:**

**9.1. Use of porcine material:**

Does the company use any materials of porcine derived origin: Yes  No

**If yes:** Are the products mentioned at point 7 produced in the same processing and packing facilities?

**9.2. Use of other animal derived materials:**

Does the company use any other animal derived materials: Yes  No

**If yes:** From which animals are these materials derived, and are the products mentioned at point 7 produced in the same processing and packing facilities?

**9.3. Use of alcohol:**

Does the company use any type of alcohol for processing: Yes  No

**If yes:** What type of alcohol(s) is/ are used, what is the origin and what is the reason for use :

**9.4. Processing equipment:**

Are the products mentioned at point 7 produced on dedicated equipment? Yes  No

**If no:** What other types of products are produced on the same equipment:


**9.5. Contract manufacturers / external production or packing:**

Are the products mentioned at point 7 manufactured / handled by third parties? Yes  No

**If yes,** please submit further details (if more than one, please attach further details in separate document):

Name / Address:

Description per contract manufacturer (mention if animal derived materials and/or alcohol is used):

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#### 9.6. In case of slaughtering:

Is any type of stunning used?      Yes [  ]    No [  ]

If **yes**, please specify which type of stunning is used:

Please specify the quantities slaughtered per day and per week:

#### 9.7. Applicable Food Safety and Management Systems

How many HACCP studies are applicable for the products in scope for Halal certification

Which certification schemes are applicable for the facility (BRC, IFS, others)

What is the number of employees involved in the production of the products in scope for Halal certification divided per shift (FTEs)

#### **Please Note:**

- An Application can be denied for the following reasons:
  - If any porcine derivatives are used in the facility / on the lines where the products in scope for Halal are handled
  - Animal derived materials are used and there is no wet cleaning applied
  - Alcohol is being used
  - In case of slaughtering: the use of stunning
  - If there is a conflict of interest or impartiality
- The Application Form will be reviewed and the Applicant will be informed of the decision to undertake or decline to undertake Halal certification.
- If the application is approved, then a meeting or a teleconference with two representatives of HFFIA is arranged with the Applicant.
- The information provided by the Applicant will be kept confidential.

Send the form **completely filled in and signed** to: [application@halal.nl](mailto:application@halal.nl)  
 For questions: Tel: +3170-3649191 or email. Visit address: Address: Neherkade 3140 / 2521 VX The Hague, Netherlands

|  |  |
|--|--|
| <b>This form has been filled in by</b> |  |
| Name representative company            |  |
| Date                                   |  |
| Signature / Company Stamp              |  |