|  |  |  |  |
| --- | --- | --- | --- |
|  | Version: | Identification No. | Page: |
| **Procedure for managing the records of the Halal conformity assessment body** | **3.0** | **PP Kazstandard 31** | **1of 4** |

**Annex B**

(mandatory)

Application form for certification of mass production of Halal products

F PP KazStandard 31-02 Application for certification of Halal products of

mass production. Version 2.0

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. **INFORMATION ABOUT THE ORGANIZATION** | | | | | | | | | | | |
| Company name | | | |  | | | Tel:  Fax: | | | |  |
| Legal address/actual | | | |  | | | Е-mail: | | | |  |
| Bank details | | | |  | | | Веб сайт | | | |  |
| Role of the applicant organization (manufacturer, distributor, agent, etc.)\* | | | |  | | |  | | | |  |
| Organization that owns the product (including contact persons and contact details) | | | |  | | |  | | | |  |
| Agreement between the applicant and the product owner | | | |  | | |  | | | |  |
| 1. **INFORMATION ABOUT THE ORGANIZATION** | | | | | | | | | | | |
| **Date of creation**  **Main activities**  **Production volume per year** | | | | | | | | | | | |
| 1. **DIRECTOR/MANAGEMENT** | | | | | | | | | | | |
| Name and surname of the manager | | | |  | | | Tel.: | | | |  |
| Position | | | |  | | | Email address: | | | |  |
| Name and position of the person responsible for the quality of Halal products\* | | | |  | | | Tel.: | | | |  |
| Position | | | |  | | | Email address: | | | |  |
| Contact person | | | |  | | | Tel.: | | | |  |
| Position | | | |  | | | Email address: | | | |  |
| 1. **4. Scope of certification / main production activities** | | | | | | | | | | | |
|  | GSO 993/ UAE.S GSO 993  Requirements for the slaughter of animals in accordance with Islamic rules | | | | | | | | | | |
|  | GSO 2055-1/ UAE.S GSO 2055-1 Halal Food Products - Part One: General Requirements | | | | | | | | | | |
|  | OIC /SMIIC 1 General requirements for Halal food products | | | | | | | | | | |
| **Category of Halal products or services that your organization plans to certify** | | | | | | | | | | | |
|  | | | | | | | | | | | |
| **List of Halal products for certification that your company plans to certify** | | | | | | | | | | | |
|  | | | | | | | | | | | |
| **List of products not intended for Halal certification** | | | | | | | | | | | |
|  | | | | | | | | | | | |
| **Markets/countries/regions where your organization places its products** | | | | | | | | | | | |
|  | | | | | | | | | | | |
| **Production capacity, per month, per year** | | | | | | | | | | | |
| 1. **Number of employees employed in production/production sites** | | | | | | | | | | | |
| Total number of employees | | | | |  | | Number of shifts | | | |  |
| Number of employees engaged in production | | | | |  | | Work schedule | | | |  |
| Number of employees working in shifts | | | | |  | | Number of production lines | | | |  |
| Place(s) (physical address(es)) of production of halal product(s)\* | | | | |  | | | | | | |
| Branches / production sites\* | | | | | Address | | | | | | Number of employees (total, in production) |
|  | | | | |  | | | | | |  |
| **Business processes outsourced** | | | | | | | | | | | |
| **No** | | Business processes | | | | | | | Name of supplier | | |
|  | |  | | | | | | |  | | |
|  | |  | | | | | | |  | | |
| 1. **Other standards** | | | | | | | | | | | |
| No. | | Name of the standard (ISO, FSСС others) | | | Year of implementation / no. and date of certificate | | | | Name of the certification body | | |
|  | |  | | |  | | | |  | | |
| **The company uses consulting services in the development of management system documents in your organization** | | | | | | | | | | | |
|  | | **Yes**, please indicate the name of the consulting company | | | | | | |  | **No** | |
| 1. **Информация о продуктах Халал** | | | | | | | | | | | |
| Does the company use any pork-derived materials? | | | | | | ☐ Yes ☐ No  If yes, please indicate if there is cross contamination in the production line: | | | | | |
| Does the company use any animal-derived materials? | | | | | | ☐ Yes ☐ No  If yes, from which animal: | | | | | |
| Does the company use any types of alcohol? | | | | | | ☐ Yes ☐ No  If yes, what type of alcohol is used and the reason for use: | | | | | |
| Are there Halal certificates for raw materials, ingredients, materials in contact with Halal products? | | | | | | ☐ Yes ☐ No  If yes, please indicate: | | | | | |
| Is any method of stunning used in case of slaughter?\* | | | | | | ☐ Yes ☐ No  If yes, please indicate what type of stunning is used: | | | | | |
| 1. **Declaration of acceptance of conditions** | | | | | | | | | | | |
| By signing this document, we confirm: | | | | | | | | | | | |
| 1) We confirm the rules and criteria applied in the production of Halal food products issued by the competent certification body Halal CAB.  2) That we are willing to apply certain rules regarding Halal in our production process to produce quality Halal products.  3) That we are willing to identify haram critical control points and take all necessary measures to prevent or eliminate threats to the safety of Halal products.  4) That we are ready to provide all the necessary support to auditors for certification of CCB bodies during audits.  5) Under material and criminal liability, we declare that in the production of certified Halal products we will apply the rules, certain rules of certification of the CCB.  6) We declare our readiness, upon satisfactory completion of the assessment, to enter into the appropriate certification agreement and licensing agreement, if not previously entered into.  6) Under financial and criminal liability, we declare that all data provided in this Application is true and correct.  NOTE: All management and employees have been advised of the contents of this statement. This statement should be posted on the notice board. | | | | | | | | | | | |
| Full name | | | Date | | | | | Stamp and signature of the authorized person | | | |
|  | | |  | | | | |  | | | |

Annex 1 to the application

(mandatory)

Information about raw materials and ingredients, products,

in contact with Halal products Халал

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Name of raw materials, ingredients, products in contact with Halal products | Name of supplier | Availability of Halal certificate  (No., date, name of the issuing organization) | Availability of a test report (No. and date, name of the issuing organization) |
| Raw materials | | | | |
|  |  |  |  |  |
| Food additives. Ingredients | | | | |
|  |  |  |  |  |
| Containers and packaging materials | | | | |
|  |  |  |  |  |
| Lubricants for food processing equipment | | | | |
|  |  |  |  |  |
| Disinfectants and detergents | | | | |
|  |  |  |  |  |

Annex 2 to the application

(Mandatory)

List of documentation attached to the application

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Name of the document | Indicate the number and date of the document, attach to the application | |
| 1 | Certificate of registration of a legal entity |  | |
| 2 | Order on the appointment of a director |  | |
| 3 | Organizational structure showing key personnel involved in production and their roles, staffing |  | |
| 4 | Information about production sites (name, address, production) |  | |
| 5 | Sanitary and epidemiological conclusion for food production |  | |
| 6 | Product range |  | |
| 7 | Certificates and test reports for products |  | |
| 8 | Certificates and test reports for raw materials, ingredients and materials in contact with products |  | |
| 9 | Certificates for feed and preparations for animals |  | |
| 10 | Floor plans and equipment layouts |  | |
| 11 | Technological diagrams |  | |
| 12 | List of internal regulatory documents Guidelines, procedures for food safety  OPRP plan, HACCP plan, verification plan |  | |
| 13 | Production control.  Test report for measurements of air, working surfaces, etc. |  |
| 14 | Information on initiation and control of Halal production |  |
| 15 | Certificates for personnel training in Halal |  |
| 16 | Certificates of verification/calibration of measuring instruments |  |
| 17 | Specify other documents regarding the food safety management system |  |
| 18 | *Names of slaughterers, slaughterer training certificates* |  |
| 19 | *Information on stunning*  *Type of stunning, name, type, model of the stunning device (attach documents for the stunning device)* |  |