ENGAGEMENT SESSION

WITH HALAL-CERTIFIED MANUFACTURERS

Tuesday, 21st November 2023

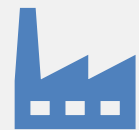**Follow @halalsg**
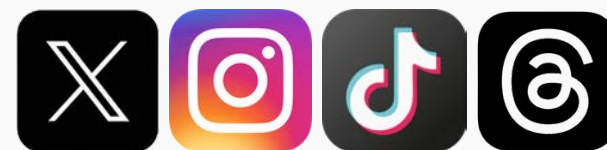
OPENING REMARKS

**Mr Zalman Ali
Director, Halal Development**

Trade Facilitation of Halal Food Products

- Muis has certified **96 Foreign Halal Certification Bodies** (FHCB)

- Muis pursues Halal MOU/MRA with identified key markets to enhance our local businesses' export interests

- In October 2023, Muis signed MOUs with Saudi Food & Drug Authority (SFDA) and UAE's Ministry of Industry and Advanced Technology (MoIAT) which facilitate trading of halal-certified products between Singapore and each respective country

Saudi Arabia, Singapore Sign MoU on Mutual Recognition of Halal Certificates, Product Quality Assurance

2023-10-19
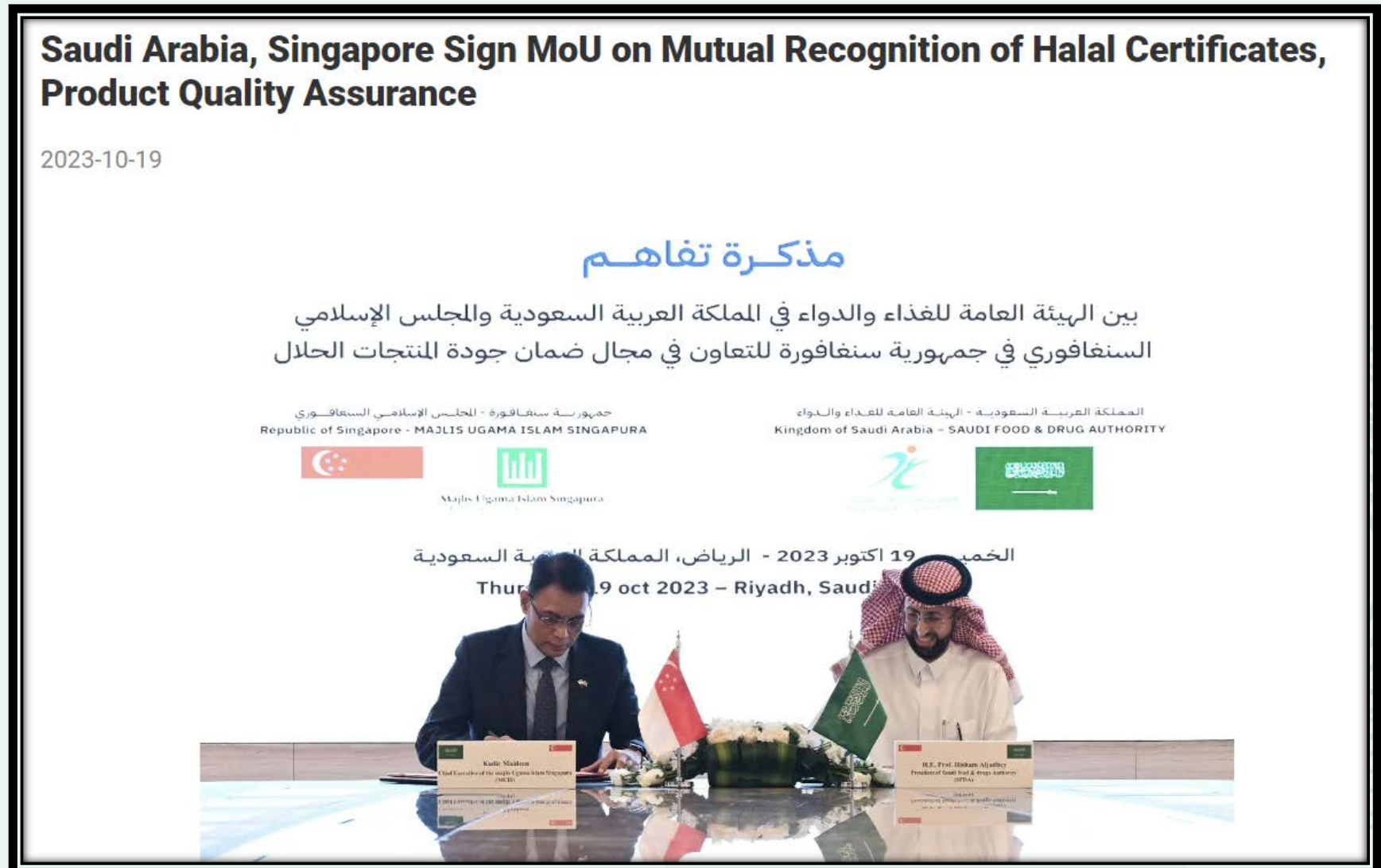
Export Policy on Non-Consumables

Growing trend towards halal certification of non-consumables globally.

Indonesia has made halal certification of non-consumables mandatory with passing of **Indonesia Halal Law No. 33 in 2014**. The law will be made effective in phases from October 2024 onwards.

Singapore companies would require their non-consumable products to be halal certified for their exports to such markets.

Muis is reviewing its procedures to facilitate halal certification of non-consumable products for export to such markets
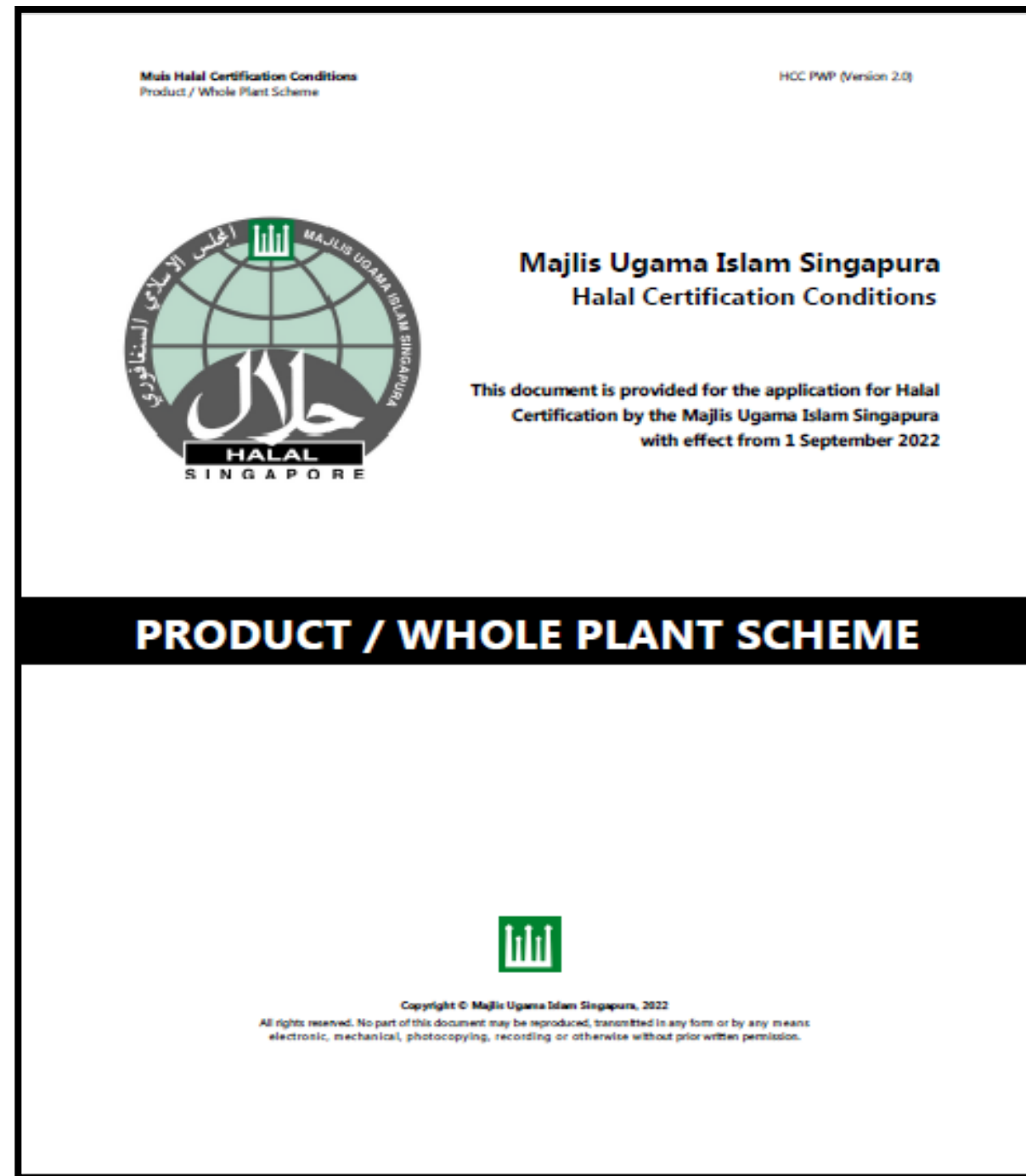
Recent & Upcoming Halal Developments

CONTENT

- HCC Updates

- Update on the exports to Indonesia

- Halal Competency Assessment

HCC Review Timeline for 2023

10 Nov 2023

Release of Muis HCC (Version 3.0)

NOV	DEC

1 Dec 2023

Effective date of Muis HCC (Version 3.0)

HCC Updates
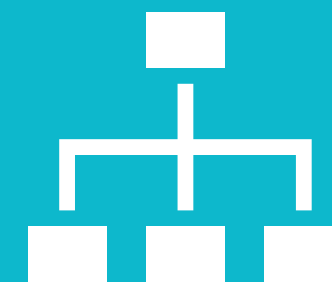
HCC Updates - Key Changes

Blackout period after rejection or revocation

New conditions for Research & Development

Additional conditions for marketing

Inclusion of ingredients risk categorisation definitions

HCC Updates

1 Blackout period after application rejection or certificate revocation

"**Blackout Period**"

- The premises will not be able to submit a new application for <u>at least 90 days</u> after application rejection of certificate revocation.

- Any new application submitted during this period will be automatically rejected.

- Any payment made for the application is non-refundable.

HCC Updates

2 Research & Development

Applicants who intend to conduct research and development (R&D) within the premises shall comply with the following:

(a) Submit a letter of undertaking to Muis via email.

(b) Submit list of high-risk R&D ingredients with supporting documents to Muis via email. Approval must be obtained first.

(c) Store R&D ingredients in a dedicated area clearly marked with appropriate signage.

(d) Maintain the following documents and records:

    i.   Updated list of R&D ingredients, and its supporting documents

    ii.   Original invoices and delivery orders that clearly indicate the ingredients used for R&D

    iii.   Records of R&D production

HCC Updates

3 Additional Conditions for Marketing

The applicant must ensure that all advertising, signboards, and corporate materials (such as business cards and invoices) shall not:

- mislead on the Halal status of the establishment, menu items and products sold including any collaborations with non Halal-certified business entities;

- make false claims that premises beyond the scope of certification are Halal-certified;

- resemble those belonging to non Halal-certified businesses, including logos and uniforms; and

- include elements that may offend or be insensitive towards any race or religion.

HCC Updates

4 Ingredients Risk Categorisation

Types of Halal Risk	Low	Medium-Low	Medium - High	High
Definitions	Primarily derived from non-animal sources, which are unprocessed or minimally processed	Primarily derived from non-animal sources that go through further processing without any animal-based additives	Have been highly processed, may involve fermentation or have animal-derived substances added	Contain flavouring, gelatine or meat and its derivatives
Added Examples	Vegetables Fruits Sugar	Flour	Yeast	-

Refer to HCC for the full listing.

HCC Updates

Exports to Indonesia

- At present, the certification body "Majelis Ulama Indonesia (MUI) or Indonesian Council of Ulama" is the only Muis recognised FHCB from Indonesia.

- New Indonesian government agency called Badan Penyelenggara Jaminan Produk Halal - BPJPH had been recently formed.

- A mutual recognition agreement (MRA) with BPJPH to continue facilitating the export of halal-certified products to/from both countries is still in progress.

- Muis will continue recognising products certified by MUI and BPJPH for use at Muis-certified establishments.
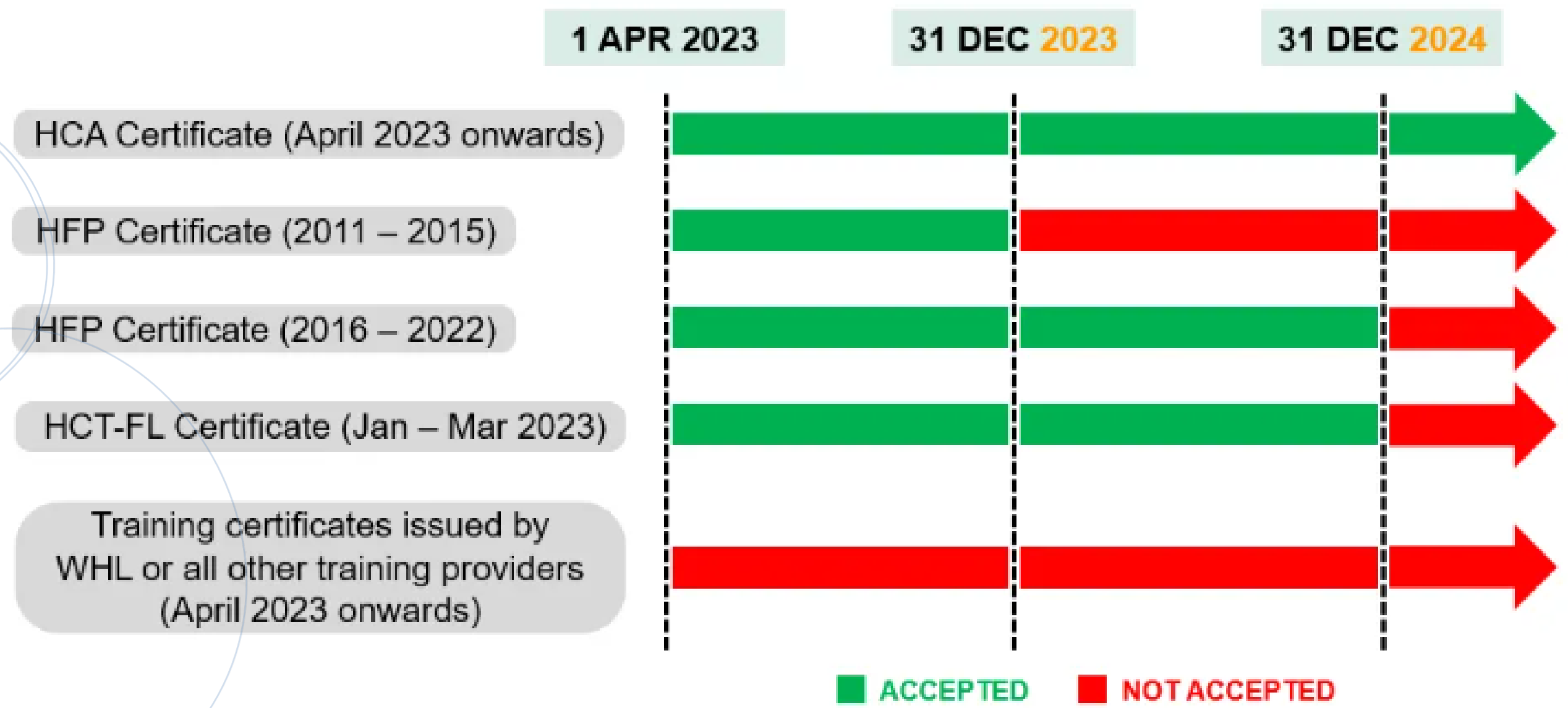

Export to Indonesia

Halal Competency Assessment (HCA)

- Launched in April 2023

- HCA is an assessment to **recognise individuals' Halal competency** as part of the **requirement for Muis Halal Certification**.

- Mandatory for Halal Team Leader and one Halal Assurance Officer

Halal Competency Assessment

Halal Competency Assessment (HCA)

	1 APR 2023	31 DEC 2023	31 DEC 2024
HCA Certificate (April 2023 onwards)	ACCEPTED	ACCEPTED	ACCEPTED
HFP Certificate (2011 – 2015)	ACCEPTED	NOT ACCEPTED	NOT ACCEPTED
HFP Certificate (2016 – 2022)	ACCEPTED	ACCEPTED	NOT ACCEPTED
HCT-FL Certificate (Jan – Mar 2023)	ACCEPTED	ACCEPTED	NOT ACCEPTED
Training certificates issued by WHL or all other training providers (April 2023 onwards)	NOT ACCEPTED	NOT ACCEPTED	NOT ACCEPTED

■ ACCEPTED ■ NOT ACCEPTED

HFP: Halal Foundation Programme
HCT-FL: Halal Certification Training – Foundation Level

Halal Competency Assessment

Halal Competency Assessment (HCA)

HCA IS NOW AVAILABLE IN MALAY!
Demonstrate your Halal competency and lead the way with HCA
REGISTER NOW

Majlis Ugama Islam Singapura
(Islamic Religious Council of Singapore)

ABOUT MUIS ˅   OUR SERVICES ˅   MEDIA ˅   CAREERS   MUIS CLARIFIES

Halal

About   Religious Guidelines   Halal Certification   FAQs   Resources   Contact

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Benefits

FHCB

GoBusiness

HALAL COMPETENCY

Scheme Types & Eligibility Criteria HCC

Majlis Ugama Islam Singapura (Muis) introd   CA) in March 2023.
HCA is mandatory for the following personn

Halal Quality Management System

Application Fees

Eating Establishment (Category 1)	hemes
	Halal Competency
(i) Owner Representative (ii) Muslim Personnel	Certified Eating Establishments
	n Leader nce Officer

SELF-STUDY RESOURCES

Module 1 Introduction to Halal - Basic Concepts & Requirements   English | Malay

Module 2 Halal Certification Conditions   English | Malay

Module 3 Halal Management Quality System   English | Malay

Module 4 Risk Categorisation of Ingredients   English | Malay

Module 5 Traceability and Verification of Ingredients   English | Malay

Module 6 Halal-related Breaches   English | Malay

Halal Competency Assessment

THANK YOU

Resources

Follow @halalsg

Operational Updates

CONTENT

- Product and Whole Plant schemes

- Requirements for Contract-Manufactured Products

- Declaration of Ingredients and Products

- Labelling of Products

- Criteria for 2 -year Certification

- Preparation for a Halal Audit

- Best Practices

Product and Whole Plant Scheme

	Product	Whole Plant
Scheme Eligibility	• Applicable to <u>selected products</u>, which are manufactured or partly processed / packed in Singapore, meant for retail sale. **Not Applicable to** : 1. Trading items manufactured outside the applicant's premises; 2. Products that are manufactured overseas without any further processing in Singapore; 3. Food products packed in non-retail containers for use locally (i.e for supply to food manufacturers or food services for further use), unless primary trade of manufacturer is manufacturing; 4. Manufacturing facility that has a valid Halal certificate under the Whole Plant scheme, which is not due for renewal.	• Applicable to manufacturing facility, including <u>all products</u> manufactured therein, in Singapore. **Not Applicable to** : 1. Manufacturing facility operating outside Singapore; 2. Poultry abattoir certified under Poultry scheme; 3. Food products packed in non-retail containers for use locally (i.e. for supply to food manufacturers or food services for further use), unless primary trade of manufacturer is manufacturing; 4. Manufacturing facility that has a valid Halal certificate under the Product scheme, which is not due for renewal; 5. Brand owners who solely contract-manufacture products; 6. Manufacturing facility that solely manufacture products for brand owners; 7. Flavour houses.

Muis HCC Clause 1.6 to 1.9

Requirements for Contract-Manufactured Products

Who shall be the Halal applicant?

Scenario A

If the product packaging bears the details of both brand owner and contract manufacturer, either the <u>contract manufacturer</u> or <u>brand owner</u> shall be the applicant.

Scenario B

If the product packaging bears the details of brand owner only, the <u>brand owner</u> shall be the applicant.

Declaration of Ingredients

Muis HCC Clause 3.4

Declaration of ingredients shall be done during the application. Details of ingredients' declaration shall include:

For meat and meat-based (including poultry) items
    (a) item name, **brand** and/or description
    (b) name of supplier (as reflected on invoice)
    (c) **name of Halal certification body**

For all other items
    (a) item name and/or description
    (b) name of supplier (as reflected on invoice)

Declaration of Products

Muis HCC Clause 2.8

Declaration of products to be certified by Muis shall include:
    (a) **Exact** names printed on the packaging;
    (b) Product description (if product name does not reflect nature of product);
    (c) Brand name (if any);
    (d) Product code (if any);
    (e) Artwork of product packaging.

Naming of products to be certified shall take into account cultural and religious sensitivities, and may be subject to change if Muis deems that the product name is inappropriate.

Similar products bearing different brand names and/or product descriptions shall be treated as separate products.

Declaration of Products

Product	Whole Plant	Brand Owner
ABC Pte Ltd	XYZ Pte Ltd	123 Trading Pte Ltd

Item Name	Supplier Name	Item Name	Supplier Name	Item Name	Supplier Name
BEEF PEPPERONI SLICED		BEEF PEPPERONI SLICED	123 Trading Pte Ltd	BEEF PEPPERONI SLICED	
BEEF SAUSAGE 3"		BEEF SAUSAGE 3"			
CHICKEN CHEESE MEAT BALL		CHICKEN CHEESE MEAT BALL			

Labelling of Products

The applicant shall ensure that all ingredients and products are labelled in **English**, minimally with the following information for **traceability** purpose:

(a) product name and description,

(b) manufacturer/brand owner's name;

(c) manufacturer/brand owner's address;

(d) abattoir / plant number*;

(e) Halal slaughtering and packing date*;

(f) Halal mark or equivalent*.

*Only for high-risk items such as imported meat / poultry.

Muis may also consider alternative documents to determine the traceability of a Halal certificate / documents to an ingredient / raw material.

Preparing for a Halal Certification Audit

- **Halal File:**
  - Relevant license(s) e.g. SFA / NEA
  - Floorplan (labeled, includes floor size details)
  - Raw materials supporting documents e.g. Halal Certificates, Halal Questionnaires, etc
  - HalMQ Plan & Records
    - Halal Team Appointment letters
    - Training records, etc.
    - Invoices (minimally past 3-6 months records)
    - Product Packaging

- **Halal Team (Leader and members)** to be present during opening and closing meetings

- **Conducive venue** to conduct the opening and closing meetings
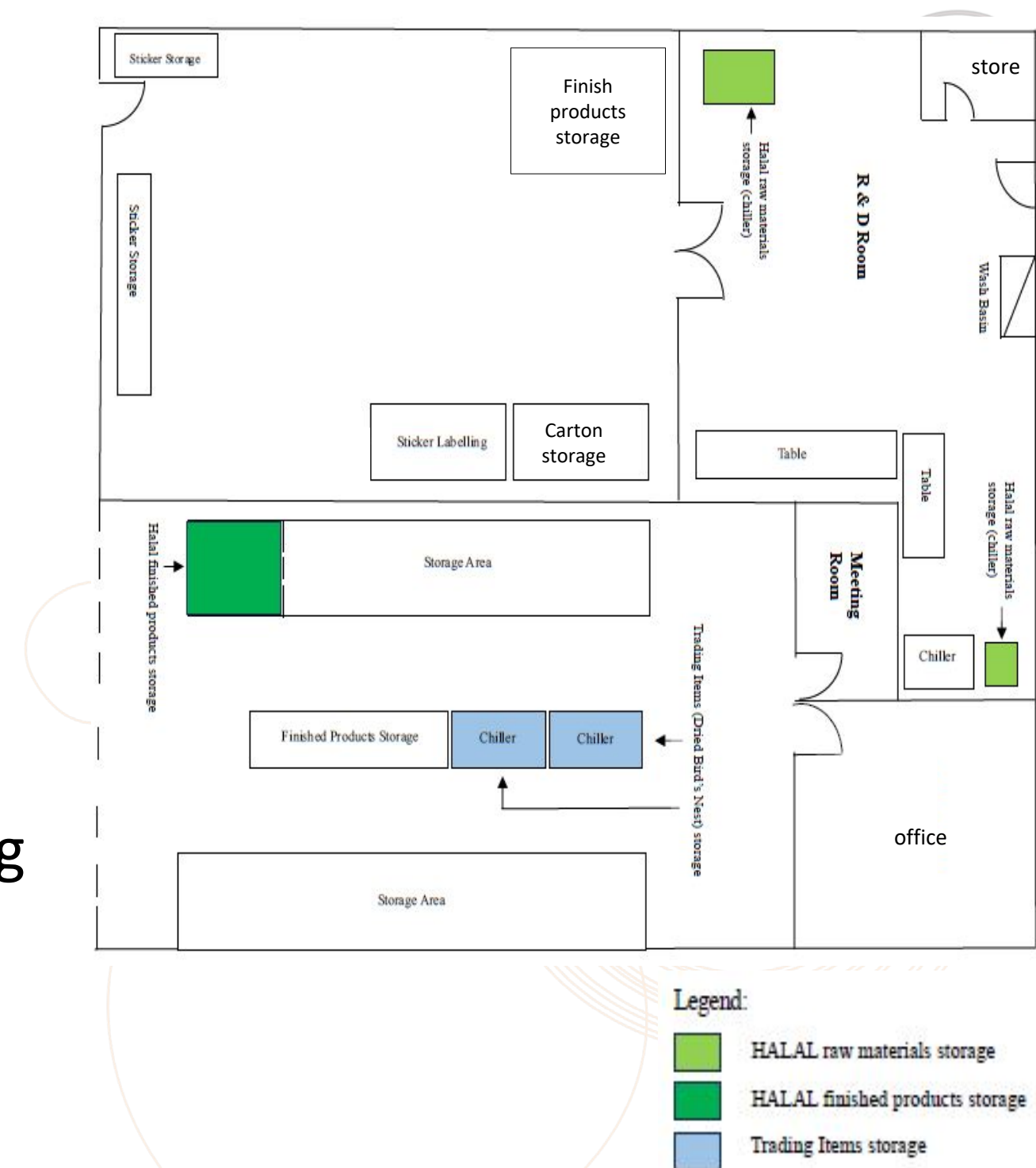
Preparing for a Halal Certification Audit

Other documentation to be furnished during the audit :

- Internal audit records

- Past Management Review Meeting minutes

- List of Brand Owners – especially those applying for halal

- Trading items list

- Others: Letter of explanation/declaration e.g. R&D, Waiver against Muis HCC – ensure correct version of HCC, clause quoted, and efforts taken is justifiable.

Criteria for 2-year Certification

1. **Level of Commitment**
    *   Good records/documents keeping
    *   Adequate and proper controls and processes are in place to ensure halal compliance
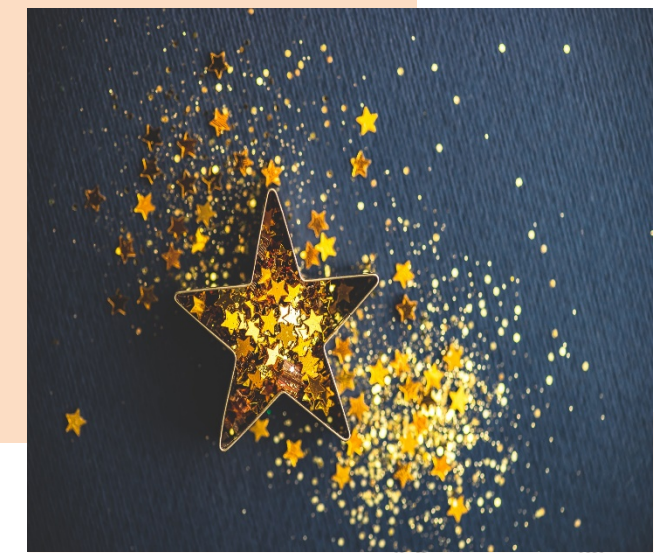
2. **Competency of halal team**
    *   HCA Completion
    *   Entire halal team demonstrates knowledge & shows commitment to ensure compliance

3. **Compliance history**
    *   No Enforcement/Suspension records
    *   No public feedback
    *   No misuse of Muis Halal Certification Mark online and offline (e.g. social media, invoices, etc)

Best Practices

✓ Formation of a **multidisciplinary, competent** Halal team

✓ Halal Team is **not dependent** on a single person or any external parties

✓ Halal Team **conducts internal audits** to continuously identify halal gaps

✓ Halal Team develops, implements and maintains **good record-keeping and tracking systems** (e.g. development and implementation of a tracking mechanism for the sourcing and procurement of raw materials capturing information such as supplier address, manufacturer address, halal cert expiry etc.)

✓ Matters related to the RFA (Request For Action) are clarified with the Muis officer on-site during the closing meeting, to minimize the need for clarification post-audit

THANK YOU

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