



SICHMA

Supreme Islamic Council of Halal Meat in Australia

Unit 1 / 35-37 Harrow Road
Auburn NSW 2144

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Website : www.sichma.com.au

Tel : 02 9643 7775
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APPLICATION FOR HALAL CERTIFICATION

SECTION 1: APPLICANT INFORMATION (PLEASE USE CAPITAL LETTERS)

Name of Organisation: _____

Business / Trading Name: _____

Est No. : _____ ABN: _____ Type of Business _____

Legal status (please tick one or more):

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> Sole Trader | <input type="checkbox"/> Partnership | <input type="checkbox"/> Trust |
| <input type="checkbox"/> Private Company | <input type="checkbox"/> Public Company | <input type="checkbox"/> Other: _____ |

Trading Site Address: _____

Mailing Address: _____ Post Code _____

Invoicing Email Address: _____

Current Proprietor established since: _____

Is the Applicant part of a Larger Group? No

Yes Name of the Group _____

Website: _____

SECTION 2: CONTACT PERSON / AUTHORISED REPRESENTATIVE FOR THIS APPLICATION

Full Name of Contact Person: _____ Title _____

Position: _____ Relationship with the Applicant: _____

Full Name of Authorised Representative: _____ Title _____

Position: _____ Relationship with the Applicant: _____

Mailing Address: _____ Post Code _____

Contact Number: Business: _____ Mobile: _____

E-Mail: _____



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SECTION 3: LOCATION DETAILS AND SCOPE (Separate Application Form Required For Each Location)

Name of Facility / Site: _____

Physical Address of the Production Facility / Site: _____

Scope of Certification being sought: *(e.g. Production and packaging of Fresh Chilled Meat)*

Geographical locations (countries) where the accredited product /s are to be offered from this facility:

Certification Standard/s:

- A. Indonesian Halal Standard B. GSO Halal Standard: _____ (Specify Category from Table A Page 6)
- C. Malaysian Halal Standard D. Any other Halal Standard: _____ (Specify)

Audit Type:

- A. Initial Certification B. Change in Scope – Addition of Products /Services
- C. Re-Certification D. Change in Scope – Addition of Sites or Decrease of Scope

Per your scope, what are the significant processes and /or products to be covered under the certification?

Is there any part of the significant processes being outsourced? _____

Are there legal/regulatory requirements relevant to the scope of the Certification?
(e.g., Food Safety Certification, Government/Local Council regulations)?

Details of any Management system certification (like ISO, HACCP) already obtained:



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Details of any other product /s produced at the same site that is Non-Halal:

Details of any other product /s produced at the same site that contains Pig or Pig Derivative ingredients:

Details of any other product /s produced at the same site that contains Alcohol:

Facility Information

*Only Total Number of Facility Employees	*Only Total Number of Facility Shifts and Hours	*Only Total Number of Facility Employees Per Shift
* Employees include permanent and non-permanent (seasonal, temporary and sub-contracted) personnel.		

Convenient days, dates and times for Initial Audit

Days	Monday	Tuesday	Wednesday	Thursday	Friday
Time					

Products and Ingredients

Details of Product /s requiring Halal Certification (Please use attached Sichma Product Data Spreadsheet)

Laboratory Testing

Do you agree to use SICHMA's preferred laboratory & pay any related costs? Yes

No - Please provide your preferred laboratory contact details below:

Laboratory Name: _____ Tel: _____

Contact Person: _____ Position: _____

Address: _____ Post Code _____



Production and Processing Line

Are Halal and Non-Halal products processed by the same equipment?

N/A No Yes

Are Halal and Non-Halal products processed in the same day?

N/A No Yes

Are Halal and Non-Halal products separated or segregated at Cold Storage?

N/A No Yes

Is there daily documentation for the Halal and Non-Halal Production?

N/A No Yes

Name of Document: _____

Halal Integrity and Tracking

Is there a procedure to ensure Halal products are not contaminated with Non-Halal products?

N/A No Yes

Is there a procedure to trace or back track Halal and Non-Halal products?

N/A No Yes

Is there a routine cleaning procedure for the equipment and premises?

N/A No Yes

Is the cleaning product free from Non-Halal ingredients or materials?

N/A No Yes

Additional Details/Information



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SECTION 4: POLICIES

Confidentiality Policy: SICHMA has policies and procedures in place regarding its management of confidential information. All information obtained from the application will remain confidential.

Non-Discriminatory Policy: SICHMA shall make its services accessible to all applicants whose activities fall within its scope of operations. All application will be treated fairly.

SECTION 5: CONDITIONS OF CERTIFICATION

To attain and maintain certification, an applicant must agree to:

1. At all times abide by rules, fulfill the requirements and the guidelines for certification set by Supreme Islamic Council on Halal Meat in Australia and/or other halal certification standards.
2. Allow the Authorised Officers / Inspectors of SICHMA unrestricted access to inspect the premises at any time without prior notice.
3. Immediately advise SICHMA of any change in the nature of business and / or change of ownership.
4. Pay the nominated fee for the Halal Certificate and any additional fee that may be imposed as a result of any breach that may require further inspections by the Islamic Certifying Body.
5. Not to transfer the Certificate to anyone or Duplicate it under any circumstance.
6. Not to use any Label or Logo of SICHMA once the Halal Certificate has expired or has been withdrawn.
7. Not to cook, sell or deal in any product that has not been certified as Halal.
8. Not to display the Halal Certificate at any premises other than for which it has been issued to.
9. Return the Halal Certificate to SICHMA after its expiry or withdrawal.
10. Not to use its accreditation in such a manner as to bring SICHMA into disrepute or make any statement relating to its accreditation misleading.
11. Retain all quality records and technical records supporting results.
12. All information must be provided as requested by the Fatwa Board.

In order to apply, The Applicant's Authorised Representative must agree to the above conditions for accreditation and must attest that all statements made on the application are correct to the best of his / her knowledge.

I / We, acknowledge that breach of any of the above conditions and / or guidelines may result in the Cancellation of Halal Certificate.

Signed on behalf of the Applicant:

Name of Authorised Representative

Signature

Position Held

Date



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Table A - Classification of Halal product / Service Categories per GSO 2055-2

Category Codes	Categories	Examples of Sectors
C	Processing 1 (Perishable Animal Products)	includes all activities after farming, e.g. Animal Slaughtering , Poultry, Eggs, Dairy and Fish Products
E	Processing 3 (Products with long shelf life at room temperature)	Beverages; Biscuits; Canned Products; Drinking Water; Flour; Oil; Pasta; Snacks; Salt ; Sugar;
L	Chemical and Biochemical Manufacturing	Cleaning Agents; Dietary Supplements; Food additives; Microorganisms Processing Aids,

OFFICE USE

Reviewed by _____
Name Signature

Date: _____

Approved Declined

Please Note :

Completed application forms should be emailed to:

Office Manager : Email: halal@sichma.com.au

For further enquiries please contact :

Office Manager Tel : (02) **9643 7775**