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Application for Certification

if you wish to submit an application for Halal certification, please provide the information and fill the form below. The information may include supporting documents to assist the Management of **JMUIM HALAL PAK** in optimum processing of your application. All areas contained by this form are mandatory to be filled by the applicant.

Applicant's Privileges

By completing this form and submitting your application to our office, you will be entitled as 'Applicant' to various rights provided by the Management, including;

- A formal receipt/acknowledgement of submission.
- Adequacy of your application.
- Notification of process initiation.
- An opportunity to make submissions on the application, and what you feel are appropriate disciplinary or corrective measures.

Depending on the information provided, this application may or may not result in processing and you will not have the same rights as an 'Applicant' as set out above. All Applications are recorded and reviewed by the Management.

A. Company Profile

Company Overview:

Company Name:			
Ownership:	<input type="checkbox"/> Muslim	<input type="checkbox"/> Christian	<input type="checkbox"/> Jew <input type="checkbox"/> Other_____
Primary Business:			
Allied Business(es):			
Affiliation(s) with any business group	<input type="checkbox"/> No	<input type="checkbox"/> Yes (Name) _____	
Annual Turnover (PKR):			
Legal Registrations:	NTN No.:	GST No:	
No. of Employees:	Total employees:		
	Production: Quality: Admin & HR:	Logistics: Others:	
Shift Details:	<input type="checkbox"/> Morning	<input type="checkbox"/> Evening	<input type="checkbox"/> Both



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Scope of Operation(s):	
No. of Products to be certified:	
Third Party Manufacturing:	Name: _____ Contact: _____
Standard(s) to be Audited:	<i>Please check the standard you are applying for conformity assessment. You can check both.</i> <input type="checkbox"/> PS:3733 <input type="checkbox"/> MS:1500
Geographical Location(s):	HEAD QUARTER: Address: _____ _____
	Tel: _____ Email: _____
	No. of Production Sites: _____
	SITE 01: Address: _____ _____
	SITE 02: Address: _____ _____
	Tel: _____ Email: _____ _____ Email: _____ _____

Management Contact:

Name:			
Designation:	Email:	Website:	

Internal Halal Contact:

Name:			
Designation:	Email:	Website:	



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Halal Management Committee:

Sr.	Name	Designation	Email	Mobile Number
01				
02				
03				
04				
05				

Halal Assurance System: *(Please describe briefly how do you assure compliance of Halal system in your company)*

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Declaration:

It is hereby stated that all information provided along with this application is true to the best of my knowledge and is duly supported by the necessary documents. Furthermore, I agree to provide any other information or document required by **JMUIM HALAL PAK** for the purpose of Halal audit.

Signature:

Date:

Company Stamp:



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Factory Layout Drawing: (Please provide factory layout drawing for each site)



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B. Product Profile

Product Information: (Use this form for each product)

Brand Name:	
Process Details:	(Please provide the flow diagram of the product manufacturing process)



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Product Composition / Processing Materials / Chemicals:

(Enlist each & every ingredient / chemical used during the product processing.)

Sr.	Ingredients	Produced by (Name / Address / Contacts)	Supplied By (Name / Address / Contacts)	Halal Certified By (Name / Address / Contacts)
01				
02				
03				
04				
05				
06				
07				
08				
09				
10				

Product Packaging:

Sr.	Material	Produced by (Name / Address / Contacts)	Supplied By (Name / Address / Contacts)	Halal Certified By (Name / Address / Contacts)
01				
02				
03				
04				



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Note: Please use extra sheet if necessary to provide the details of PRODUCT COMPOSITION /PROCESSING MATERIALS / CHEMICALS for each product



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FOR JMUIM HALAL PAK USE ONLY

Application Category:

- A - Farming 1 (Animals)
- C - Processing 1 (Perishable animal products)
- E - Processing 3 (Products with long shelf life at ambient temperature)
- F - Feed production
- L - (Bio)chemical

Resources are available to conduct timely assessment according to **JMUIM HALAL PAK** policies, competence and availability of suitable Auditors/Experts.

- Yes
- NO

Application Reviewed by:

Name:

Position:

Signature:

Date of Review:

Remarks:

Application Approved by:

Name:

Position:

Signature:

Date of Approval:

Remarks:



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Annex A

LIST OF CERTIFICATES/DOCUMENTS FOR INITIAL CERTIFICATION APPLICATION

No.	Items	Check
1	Company profile.	
2	Application & MOU	
3	Training Schedule	
4	Halal Assurance System	
5	Employees contract (Shariah Advisor)	
6	Company registration certificate.	
7	Name and product description/menu for verification.	
8	Type of packaging materials.	
9	Design and label of products.	
10	Contents of ingredients.	
11	Names and addresses of manufacturers / supplier of the ingredients.	
12	Halal status for the ingredients and the Halal certificate or the product specification for critical ingredients (if applicable).	
13	Manufacturing process flow chart and production procedures.	
14	Manufacturing license from Control Authority (for health products).	
15	Premise/factory location map.	
16	Copy of valid Halal certificate of ingredients or Copy of product specification.	



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17	Copies of identity cards and offer letter for two(2) Muslims with Pakistani citizenship at the production area, or chef at the food outlet/premises.	
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