	TECHNICAL DEPARTMENT	Issued Date: May 2024
	Application Form	Review Date: May 2025
	Food Processing	Issue: 8.0

Section 1: Applicant Information

Name of Organization:

Establishment no:

Business / Trading Name:

ABN:

Type of business Legal status <i>(please tick one or more)</i> :		
<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 <i>(please specify)</i>

Trading Site Address:

Mailing Address:

Post Code:

Current Proprietor Established Since:

Estimated Annual Revenue:

Estimated Volume of Shipment *(e.g. units per year/month/week)*

Website:

Section 2: Authorised Representative

Primary Contact Person

Title:

Full Name of Authorised Contact Person:


Position:

Business Number:

Mobile Number:

E-Mail:

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Document Approved By: Hassan Koshin, Operations Manager	
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	Page: 2 of 6

	TECHNICAL DEPARTMENT	Issued Date: May 2024
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Secondary Contact
Title:
Full Name of Authorised Contact Person:
Position:
Business Number:
Mobile Number:
E-Mail:

Section 3: Location Details & Scope (Separate Application Form Required For Each Location)
Please Note, Separate Application Form Required for Each Location
Name of Manufacturing Facility/Site:
Physical Address of the Manufacturing facility/site:
Name of Storage Facility:
Address of Storage Facility:
Scope of Halal Certification being sought: (e.g. Production and packaging of Fresh Chilled Meat)

Do you manufacture under contract or co-manufacture?

☐ No ☐ Yes, please state details

Does your facility produce any Non-Halal/ Non- Certified products?

☐ No ☐ Yes, please state details

Is your facility fully Halal dedicated?


☐ No ☐ Yes

Does your site have a Halal Program?

☐ No ☐ Yes

Exporting destination countries (list where the accredited products are to be offered):

Certification Standard/s:	<input type="checkbox"/> Kingdom of Saudi Arabia – GSO Halal Standard
<input type="checkbox"/> Indonesian Halal Standard	(Specify Category from Table A below)
<input type="checkbox"/> Malaysian Halal Standard	<input type="checkbox"/> UAE Halal Standard
<input type="checkbox"/> Singapore Halal Standard	


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1. Is there any part of the significant processes that is outsourced? (Y/N) *If yes provide details.*
2. Please state the certification your site accredited with (e.g. Food Safety Certification, Government/Local Council regulations, ISO, HACCP)?
3. Number of HACCP studies:
4. Details of any other products produced at the same site that are non-Halal such as non-Halal animal ingredients or consumable alcohol.
5. Details of any other products stored at the same site that are non-Halal such as non-Halal animal ingredients or consumable alcohol.
6. Details of any other products produced at your Establishment that are labelled with a product name that gives the impression of being non-Halal (for example refers to a consumable alcohol as a key ingredient, or products associated with pork or pork by-products):

Total Number of Employees *	Number of employees involved in Halal products manufacturing and handling	Number of Employees/ Shift *	Number of Shifts and Hours

* Employees include permanent and non-permanent (seasonal, temporary, and sub-contracted) personnel.

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	Page: 7 of 6

	TECHNICAL DEPARTMENT	Issued Date: May 2024
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Section 4: Halal Product List

List of the Products to be enlisted on Halal Certificate

Details of Product(s) Requiring Halal Certification *(Please complete Attachment A for each product)*

Please tick the which categories you would like to see on the final Halal Certificate?

☐ Brand Name ☐ Product Code ☐ Product Name

For laboratory testing, do you agree to use ICCV's preferred laboratory and pay related costs?

☐ No ☐ Yes

Alternatively, please provide details of your external Laboratory:

Production and Processing Line

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

☐ No ☐ Yes ☐ N/A

Are Halal and Non-Halal products separated or segregated?

☐ No ☐ Yes ☐ N/A

Is daily documentation kept for Halal and Non-Halal Production?

☐ No ☐ Yes ☐ N/A

Halal Integrity and Tracking

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

☐ No ☐ Yes ☐ N/A

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


☐ No ☐ Yes ☐ N/A

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

☐ No ☐ Yes ☐ N/A

Additional Details/Information if any

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	Page: 8 of 6

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Section 5: Policies

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

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

Section 6: 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 ICCV and/or other halal certification standards.
2. Allow the Authorised Officers / Inspectors of ICCV unrestricted access to inspect the premises at any time without prior notice.
3. Immediately advise ICCV of any change in business and / or change of ownership.
4. Pay the nominated fee for the Halal Certificate and any additional fee that may be imposed because of any breach that may require further inspections by ICCV.
5. Not to transfer the Certificate to anyone or duplicate it under any circumstance.
6. Not to use any Label or Logo of ICCV once the Halal Certificate has expired or has been withdrawn. Not to cook, sell or deal in any product that has not been certified as Halal or is not considered Halal suitable.
7. Not to display the Halal Certificate at any premises other than for which it has been issued to.
8. Return the Halal Certificate to ICCV after its expiry or withdrawal.
9. Not to use its accreditation in such a manner as to bring ICCV into disrepute or make any statement relating to its accreditation misleading.
10. Retain all quality records and technical records supporting results.

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:

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	Page: 9 of 6

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Name of Authorised Representative

Signature

Position Held

Date

Table A - Classification of Halal product/Service Categories

Food and feed processing	C	Food Manufacturing	CI	Processing of perishable animal products	Production of animal products including fish and seafood, meat, eggs, dairy and fish products
			CII	Processing of perishable plant products	Production of plant products including fruits and fresh juices, vegetables, grains, nuts, and pulses
			CIII	Processing of perishable animal and plant products (mixed products)	Production of mixed animal and plant products including pizza, lasagne, sandwich, dumpling, ready-to-eat meals
			CIV	Processing of ambient stable products	Production of food products from any source that are stored and sold at ambient temperature, including canned foods, biscuits, snacks, oil, drinking water, beverages, pasta, flour, sugar, food-grade salt
			CV	Animal slaughtering	Processing of carcasses including slaughtering in slaughterhouses, cutting, cleaning and packing.

FOR OFFICE USE

Approved by _____

Date _____

Approved / Declined Certificate No.

Please Note:

Completed application forms should be sent to ICCV at the above address. For further enquiries, please contact our Office:

Tel: (03) 9380 5467 Email: office@iccv.com.au

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	Page: 10 of 6