

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	2/42
		Rev. No.	2
		Effective on	04/12/2025

Halal Affairs, the Central Islamic Council of Thailand by Committee for Sefeguarding Impartiality has resolved to set up Requirements on Regulations and Conditions on Audit and Halal Certification for audit and certification of Halal products in accordance with Republic of Türkiye Standard (HAK) to be the critirias of conducting the Audit and Halal Certification of Halal Affairs, the Central Islamic Council of Thailand and conform with Halal Accreditation Agency, the accreditation body of the Republic of Türkiye.

1. Scope

This document defines definition, qualifications of the applicants, conditions for certified person, audit procedure for certification, Surveillance Audit, re-certification, product_sampling, special audit, increase/reduction of certification scope, revoking of certification, termination of certification, appeal, complaint, confidentiality, certification mark display and others relating to certification of Halal slaughtering, eviscerated parts and Halal products exported to The Republic of Türkiye in accordance with the standards of the Organization of Islamic Cooperation (OIC/SMIIC) as well as other relevant standards/laws/regulations implemented by the Halal Affairs Department The Central Islamic Council of Thailand

2. Definition

Definitions of terms in this document shall be in line with those in Regulation of the Central Islamic Council of Thailand on Halal Affairs Management of BE. 2568 and as follows:

2.1 Halal Product Standard Certification means certification granted to slaughtering, eviscerated parts and Halal product production process according to General Requirement for Halal Food (OIC/SMIIC 1) standard. Regulation of the Central Islamic Council of Thailand on the management of Halal Affairs BE.2568. The requirements for halal certification of slaughterhouse and eviscerated parts BE.2568. The requirement for certification process of halal products BE.2568 and the relevant regulations set by The Central Islamic Council of Thailand.

	Regulations and Conditions	CODE R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page 3/42 Rev. No. 2 Effective on 04/12/2025

- 2.2 Laws, Regulations and Standards of the Republic of Türkiye means the laws, regulation, and requirements for Halal Certification of the Republic of Türkiye and the latest 2 OIC/SMIC standards used by the Central Islamic Council of Thailand for certification by the Halal Accreditation Agency (HAK), the accreditation body of the Republic of Türkiye.
- 2.3 The applicant means an entrepreneur who files Halal Certification request in order to export the product to The Republic of Türkiye.
- 2.4 Certified Person means the applicant who has passed the audit and been granted Halal certification from Halal Affairs, the Central Islamic Council of Thailand.
- 2.5 The Committee for Sefeguarding Impartiality means Committee for Sefeguarding Impartiality of Halal Affairs, The Central Islamic Council of Thailand appointed by Secretary General, The Central Islamic Council of Thailand.
- 2.6 The Committee means the Central Islamic Council of Thailand committee with duty consider granting the use of the Halal certification mark for slaughterhouse, eviscerated parts and production process of halal products.
- 2.7 Halal Affairs Sub-committee means Halal Affairs Sub-committee appointed under Regulation of Central Islamic Council of Thailand on duty segmentation for B.E. 2557, Amendment (Paper No. 1), B.E. 2558 and Order of the Central Islamic Council of Thailand No. 7/2558 on Appointment of Halal Affairs Sub-committee to consider granting certification to Halal slaughterhouses, eviscerated parts and Halal products.
- 2.8 The Screening Working Team means the Halal Document Screening Working Team responsible for reviewing the Halal Product Audit Report before bringing it to the meeting of The Halal Affairs sub-committee / Decision Making Committee for consider and judge to cerify.
- 2.9 Halal Islamic Affairs Expert Committee mean the committee that reviews and evaluate the halal certificate and also submits the results of the non-unanimous decision to the Committee for Safeguarding Impartiality for consideration.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	4/42
		Rev. No.	2
		Effective on	04/12/2025

2.10 Halal Islamic Affairs Expert mean a person who provides information on Halal Islamic Law related to the field of halal certification according to the qualification defined.

2.11 The Surveillance Committee means halal products surveillance committee with duty to monitor or investigate truth about compliance with regulations and conditions of Halal Certification Mark use of products receiving Halal certification and violation of the use of the Halal Certification mark in general market or source of sale, distribution, distributing as stipulated in the Regulation of the Central Islamic Council of Thailand on the management of Halal Affairs B.E. 2568.

2.12 Halal Auditor Team means a group of individuals who are responsible for audit halal product standards as specified by the Halal Affairs Department.

2.13 Halal Lead Auditor Team means a person leading Halal audit having qualifications as defined by Halal Affairs Department.

2.14 Halal Auditor means halal product auditor with the qualifications specified by the Halal Affairs Department and is responsible for inspecting halal product standards.

2.15 Audit means a systematic, independent and documented process to obtain audit evidence and to objectively assess whether it meets the audit criteria based on factual evidence. To determine whether the criteria (policies, procedures, or requirements used in the audit) are according to the specified scope.

2.16 Stage 1 Audit means primary screening and document checking to check readiness of an organization interms of document, understanding in Halal regulation based on Halal standard of OIC/SMIIC 1 or other relevant standards including implementation to consider appointment for the Stage 2 Audit.

2.17 Stage 2 Audit means inspection for certification made at the place of establishment to inspect compliance with the regulations.

2.18 Surveillance audit means follow-up to maintain the system before due of re-certification audit is complete to ensure that the system is still maintained as defined by the regulation.

	Regulations and Conditions	CODE R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page 5/42 Rev. No. 2 Effective on 04/12/2025

- 2.19 Re-certification audit means audit after being certified when the certification expires to review the system if the certified person is complying with the halal standard of OIC/SMIIC 1 or other relevant standards have been implemented and are still effective.
- 2.20 Special Audit means audit for specific case which may be conduct for the whole or part of the system.
- 2.21 Certificate means a document that shows that the certified person has complied with the procedures for certification of halal product production standards.
- 2.22 Certification means the certification of a production system or product that is certified to meet the requirements, Procedures for Certification of Halal Product Production Standards.
- 2.23 Certification mark means the certification mark of the certification body that certifies the accredited establishment.
- 2.24 Certification mark means the certification mark of the certification body that certifies the Halal Affairs Department, Office of the Central Islamic Committee of Thailand
- 2.25 Non-conformity means failure which shall be defined by the regulation.
- 2.26 Major non-conformity means non-conformity in the case where there is contamination of forbidden sustances or failure to comply with standard in essential part which creates risk to production process.
- 2.27 Minor non-conformity means non-conformity which is not major ones and has low risk to product or production process.
- 2.28 Observation means item that is not non-conformity but if ignored may possibly leading to non-conformity.
- 2.29 Continuous improvement means incremental and recorded improvement in the operations of the manufacturing group. In various areas that lead to continuous improvement plans, including the results of internal quality monitoring and external audits. Records of complaints and appeals and market demands.
- 2.30 Halal Certification Mark permit mean Halal Certification Mark Permit to use the Halal certification mark of the Central Islamic Committee of Thailand.

	Regulations and Conditions	CODE R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page 6/42 Rev. No. 2 Effective on 04/12/2025

- 2.31 Appeal means disagreement with any consideration result or measurement which the Committee for Sefeguarding Impartiality /Committee/the Sub-Committee has made judgment or problems in the consideration result or measurement which needs the Committee for Sefeguarding Impartiality /Committee/the Sub-Committee to review.
- 2.32 Complaints means complaints about non-conformity in operation of the Committee for Sefeguarding Impartiality /Committee/the Sub-Committee the Appeal Committee Halal Auditor or officer of Halal Affairs and complaints against the certified person and about quality of Halal product according to standard of UAE.S or OIC/SMIIC or other country standards that's relevant
- 2.33 Appeal Committee means a group of people appointed by the Committee for Safeguarding Impartiality to consider appeals.
- 2.34 Remote assessment means the convenience of inspection of the Halal Affairs Department from a place other than personal inspection at the establishment/place to be inspected.
- 2.35 Participating Operator means a person, company or organization that owns and/or controls a product, whether it is the owner of a single stage or multiple stages in the supply chain from inception to market.
- 2.36 Unusual circumstances or events refer to situations that are out of control, force majeure or natural disasters, including necessities or emergencies that cannot be forced or controlled. Whether it occurs naturally or humanly, and affects the public, such as floods, earthquakes, epidemics of contagious diseases, wars, strikes, riots, terrorism, other disasters as well as other incidents that could pose a security threat.
- 2.37 Halal products mean to halal products that have been processed, including beverages, food, cosmetics, and food additives.
- 2.38 Finished product means a product that will no longer be improved, including the packaging of a new product

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	7/42
		Rev. No.	2
		Effective on	04/12/2025

3. Qualifications of Applicant

An applicant must have qualifications as defined by the Regulation of the Central Islamic Council of Thailand on Halal Affairs Management of BE. 2568 and as follows:

- (1) Being a juristic person rightly incorporated or normal person.
- (2) Being an owner or person assigned by the owner or right holder to act on his behalf.
- (3) Being a juristic person who is willing to request the certification and to comply with rules and regulations defined by Halal Affairs.
- (4) OIC/SMIIC halal standard products or other standards that's relevent have been implemented, including food safety management systems standard such as GHP, HACCP, ISO 22000 etc
- (5) Not being a person who is revoked certification by Halal Affairs except it is longer than 1 year starting from the certification revoking day.
- (6) Must allow the accreditation body to participate in the observation for the Halal audit from Halal Affairs Department at the applicant's entrepreneur under the scope from the Halal Affairs Department to obtain the system certification or have been certified at all times when selected by the Halal Affairs Department and certification bodies.
- (7) The operator is responsible for the cost of conducting laboratory analysis. Sampling cases are part of the inspection and certification. This is based on the choice of analytical laboratory services registered according to the announcement of the Halal Affairs Department.

When apply the application form must be apply the application form of Halal products (F-CICOT-01-04) along with current evidence and documents which includes food safety management system documents to the Halal Affairs Department, in which one application form will be used to submit a request for certification for a single production location only unable to request multi-site certification.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	8/42
		Rev. No.	2
		Effective on	04/12/2025

When the Halal Affairs Department accepting the application form and sends an invoice to the applicant to pay the fee, if there is any details that need to be revised, the applicant will be notified. And deliver documents / additional information within 7 business days after the request is received

Halal Affairs Department can reject or cancel the application in case of the applicants use the standard that Halal Affairs department without ability or the applicant is unable to proceed in accordance with the rules and conditions that set up.

In this regard, the Halal Affairs Department applications for certification of cosmetic products using water repellent ingredients will not be accepted even if the composition or ingredients of this product are made from Halal materials. But when it is made into a product, it is used as a cosmetic that blocks water from reaching the skin while making ablution (Wudhu), therefore it will not accept certification applications and does not endorse products that fall into the aforementioned scope.

4. Audit Program

In audit certification process, the audit program shall comprise these following methods.

- (1) Inspection for the first certification (2 steps)
- (2) Surveillance Audit to retain the system
- (3) Re-certification audit

Details of the audit shall be as defined in No. 5-7. However, in defining or reviewing of audit program, audited scope and plan, Halal Affairs shall consider these following topics.

- 1) Scope and complexity of management system according to Appendix B
- 2) Product and process.
- 3) Risk level according to Appendix C
- 4) Certification form submitted
- 5) Organization's size.
- 6) Language in customer organization, audit and report.
- 7) Result of the Stage 1 Audit or any inspection done previously.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	9/42
		Rev. No.	2
		Effective on	04/12/2025

- 8) Result of Surveillance Audit.
- 9) Level of effectiveness of the management system shown.
- 10) Eligibility for sampling.
- 11) Customer complaints.
- 12) Complaints about customers Halal Affairs receives.
- 13) Change in place of business, products, process or management system.
- 14) Change in regulation of the certifying body.
- 15) Change in laws.
- 16) Information from the previous audit.
- 17) A copy of the Food Safety Management System Audit Certificate from another certification body that has been accredited

5. Audit Procedure for Stage 1 Audit

5.1 General

- 5.1.1 The audit shall be made for applicants in the kingdom.
- 5.1.2 Period of audit shall depend on number of staff and diversity in products of place of business of the applicant. In case the audit cannot be done during working time, it shall be done from records of the applicants in normal hours.
- 5.1.3 The audit for Stage 1 Audit consists of 3 steps as follows:
 - (1) Appointment of Halal Auditor Team
 - (2) Stage 1 Audit
 - (3) Stage 2 Audit

5.2 Appointment for Halal Auditor Team

- 5.2.1 Halal Affairs shall appoint Halal Auditor Team to check compliance of the applicant.
- 5.2.2 Halal Auditor Team shall be officially appointed and consisted of Halal Lead Auditor Team, Halal Auditor and Halal Islamic affairs Experts in at appropriate

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	10/42
		Rev. No.	2
		Effective on	04/12/2025

amount. There may be technical experts too. The duty of the team must be clearly defined and informed to the applicant.

5.2.3 Appointment of Halal Auditor Team shall be on these following principles.

5.2.3.1 Having qualifications as defined in the Operating Procedure Manual

Selection, Appointment and Competency Assessment auditors and

operators involved in the inspection of halal products in accordance with the standards of the Republic of Türkiye (P-CICOT-24).

5.2.3.2 Having general knowledge of Islamic principles. It can be applied to the

product/type of product that is being inspected.

5.2.3.3 Having the ability to apply knowledge and skills as follows:

- Apply the principle Procedures and techniques for conducting audits in various situations to conduct audits effectively and systematically
- Determine the scope of the audit and use the audit criteria based on knowledge of product certification and management systems and other relevant documents.
- Have a sufficient understanding of the third-party operational structure
- Have a general knowledge of the legal requirements applicable to third parties.
- In addition, the technical auditor must demonstrate the ability to apply knowledge and skills related to the product category under Halal certification (Annex A of OIC/SMIIC 2) in the following areas:
 - Products, Processes and Practices
 - Product and Service Standards
 - Relevant Halal Regulations

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	11/42
		Rev. No.	2
		Effective on	04/12/2025

5.2.3.4 Knowledge and understanding of Halal certification criteria and procedures for halal product certification.

5.2.3.5 Knowledge of relevant audit methods and audit documents

5.2.3.6 Having technical ability in the activities to be certified according to Halal Auditor List of Halal Affairs Department.

5.2.3.7 Having ability to communicate.

5.2.3.8 Being free from benefits which may cause him not to be impartial, untrustable and unequal and

(1) Halal Auditor must have never given advice or acted as Halal Auditor to the applicant within the past 2 years which may affect the certification process and judgment.

(2) Halal Auditor must not be shareholder in the organization of the applicant.

(3) Halal Auditor must not have any commercial and/or financial pressure.

5.2.4 Duties of Halal Auditor Team are as follows:

1) Inspect and review structure, policy, procedures, operating procedure manual, record and relevant documents to Halal products to be certified or which has been certified of the applicant or certified person and consider if it is in line with all regulations relating to scope of certification.

2) Check if the entrepreneur has prepared procedures and operating procedure manual and applied them and retained the system effectively which is basic of credibility in the management system of the applicant or certified person.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	12/42
		Rev. No.	2
		Effective on	04/12/2025

- 3) Communicate to the applicant or certified person of audit result and do relevant actions for non-conformity between policy, objective, goal and performance of the applicant or certified person.

5.2.5 Before the audit, if Confidentiality Agreement and Non-benefit sharing declaration have not been signed, the Halal Auditor Team and expert (if any) shall sign them.

5.2.6 Names of the Halal Auditor Team and expert (if any) must be informed to the applicant to approve before the audit.

5.3 Stage 1 Audit

5.3.1 This Audit's objectives are

- 1) To evaluate evidence relating to Halal product production.
- 2) To assess place, place of business and readiness for the Stage 2 Audit.
- 3) To review status and understanding of the applicant in terms of Halal product standard regulations.
- 4) To confirm scope and area of certification and gather information necessary for Halal product standard regulation compliance, production process, location and number of places of business to be certified, relevant laws and regulations and conditions as defined by Islamic law such as raw material purchase process, cleaning and slaughtering processes.
- 5) To assess that the applicant has basic PRPs, product safety system (hazard identification and control measurement) compliance with relevant announcements of the Central Islamic Council of Thailand and relevant food safety laws, product safety management system which is in line with policy of the place of business, readiness for the Stage 2 Audit.
- 6) To assess accuracy review of the program improved according to the product safety management system.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	13/42
		Rev. No.	2
		Effective on	04/12/2025

- 7) To review documents of the management system and evaluate internal and external communication including customers, sellers and stakeholders and necessary documents and evaluate knowledge level of the operators.
- 8) To review allocation of resources related to Halal products and agree with the applicant on details of the Stage 2 Audit.
- 9) To use information about information in the management system of the applicant and action of the place of business which may have significant impacts to make plan for the Stage 2 Audit.
- 10) To evaluate that the applicant has prepared plan and conducted internal audit and management review and is ready for the Stage 2 Audit.
- 11) To discuss with the applicant the period of correcting issues found in the inspection to make appointment for the Stage 2 Audit.
- 12) To review sub-contracting unit control documents as defined by Halal regulation and product safety management system.

For the Stage 1 Audit, Halal Affairs shall do at place of business or manufactory and shall report the Stage 1 Audit findings report in writing to the applicant. The report shall cover non-conformity which may possibly be found in the Stage 2 Audit. In case the applicant gets the Stage 1 Audit and finds the number of issues detected which are non-conformity which may be found in the Stage 2 Audit causing the Stage 2 Audit to take too long, Halal Affairs may conduct the Stage 1 Audit again at the place of business one more time. In case the applicant requests and if the Stage 2 Audit more than 6 months after the Stage 1 Audit, Halal Affairs may arrange the Stage 1 Audit again at the place of business or evaluate the documents before the Stage 2 Audit.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	14/42
		Rev. No.	2
		Effective on	04/12/2025

5.4 Stage 2 Audit

The certification audit's objectives are to evaluate compliance and effectiveness of application of Halal standard. The Stage 2 Audit shall cover the following topics.

- 1) All information and evidence of compliance with Halal standard of UAE.S GSO, OIC/SMIIC or standards of other countries all related.
- 2) Monitoring, measuring, reporting or reviewing competency comparing with objectives and goals of the standards.
- 3) Management system and competency whether they comply with laws, rules and regulations of the Central Islamic Council of Thailand.
- 4) Control of production process control.
- 5) Applied legal restrictions, duty and ability of personnel, action, procedures, performance and summary and findings from internal audit.
- 6) Food handling according to Islamic Law and Regulation of the Central Islamic Council of Thailand on Halal Affairs Management and Halal standard of UAE.S GSO OIC/SMIIC or standards of other countries related such as
 - Perform duties with relevant laws on product safety.
 - Production and production control including inspection to release products to consumers by personnel competent in safety system.
 - Inspection to release food products must have proof that the food is safe to consume or in line with product regulation.
 - Record relating to production process, production control, raw material and product checking and other relevant records must be actual.
- 7) In case of certification according to the standards of the Republic of Türkiye, it will be carried out in accordance with OIC/SMIIC 2 standards and the criteria and conditions of The Halal Accreditation Agency (HAK).

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	15/42
		Rev. No.	2
		Effective on	04/12/2025

5.4.1 Opening meeting

Attending opening meetings with top management of the applicant. Objectives of the opening meeting are as follows:

- To introduce Halal Auditor Team to top management of organization.
- To review scope and objective of the audit.
- To explain patterns and methods for the audit.
- To create relationship in communication between the Halal Auditor and audited party.
- To confirm readiness of resources and facilities necessary for the Halal Auditor Team and update status of the documents.
- To confirm date and time to arrange closing meeting.
- To create understanding and solve any doubt and unclear points in setting up the audit date and other relevant points.

5.4.2 Conducting Inspection and Product Sampling

5.4.2.1 The audit process consists of interviews. Examination of documents and records, laboratory analysis report of halal products. Activity Observation Record what may lead to non-compliance. An audit may also examine details that are not written in the checklist. The information obtained from the interview must be corroborated by other independent sources, such as observations, measurements, and recordings. The Chief Halal Product Inspection Team may change the inspection schedule as appropriate with the approval of the auditee in order to ensure that the inspection is effective and achieves the objectives of the inspection.

5.4.2.2 Sampling of products to check for contamination of prohibited substances according to the provisions of Islam. In case there is a reason to doubt the materiality, such as the case where the production process is monitored with a very serious defect. The sample will be randomly collected to check for

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	16/42
		Rev. No.	2
		Effective on	04/12/2025

contamination of prohibited substances, then the sample number will be determined, the sample will be identified, and the sample collection record will be written, and the name of the agency that will send the sample will be sent for testing/verification of qualifications and used as information for making decisions on the inspection by a competent laboratory that has been certified according to OIC/SMIIC 35 or ISO/IEC 17025 and accepted by the Halal Affairs Department.

- Product sampling at the Establishmen/or complaints received. Sampling of products is carried out by sampling from the production line to be analyzed in the laboratory.
- Random sampling of products on the market. Determine sampling plans and sampling methods for products at the market. The product is randomly selected to have the most complete and suitable for the product group in order to achieve a comprehensive verification of the traceability system

Shall be compliance with the standard of The Republic of Türkiye in Product Sampling in accordance with the standard of Republic of Türkiye (WI-CICOT-06)

No	Products	Test Type	Sampling	Normal Sample Number	Relaxed Sample Number	Criteria
1	Meat production process or products made from meat (including chicken)	Porcine Protein	Product	5	3	Not found



Regulations and Conditions

Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)

CODE	R-CICOT-06
Page	17/42
Rev. No.	2
Effective on	04/12/2025

No	Products	Test Type	Sampling	Normal Sample Number	Relaxed Sample Number	Criteria
2	Products that use animal ingredients as elements, such as meat, bones, skins, etc	Porcine DNA/DNA by RTPCR	Product	5	3	Not found
	Animal derivatives	Porcine DNA/DNA by RTPCR	<ul style="list-style-type: none"> Raw materials such as collagen, heparin, Diocyclic acid Products such as meat extracts, gelatin (including fish), chondroitin sulfates. 	5	3	Not found
3	Beverage	Ethyl Alcohol Test	Product	5	3	below LOQ=0.00 4%W/V
4	Products containing oils or fats;	Oil and Lipid Test	Product	5	3	No similarities were found with pig fat.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	18/
42			
Rev. No.		2	
Effective on		04/12/2025	

No	Products	Test Type	Sampling	Normal Sample Number	Relaxed Sample Number	Criteria
5	Cosmetic	Water Resistant Test	Product	5	3	<u>Non-Waterproof</u>

- In the case of the second stage of the audit, a large number of severe defects are found that show that the auditee has not implemented the OIC/SMIIC Halal Standards or other relevant standards effectively and and the applicant wishes to terminate the audit so that the entire system can be re-audited in the next audit. The Halal Affairs Department can proceed as desired.

5.4.3. Recording of findings

All the findings must be recorded and after the audit the Halal Auditor Team must meet to analyze collected data and evidence in the Stage 1 Audit and Stage 2 Audit to review and summarize the findings and define topics which are non-conformity. Report of non-conformity must be concise having concrete supporting evidence and reference to the regulations. The non-conformity shall be recorded in Halal corrective and preventive actions notice.

For the Stage 1 Audit, the Halal Auditor Team shall report findings from audit without identifying non-conformity.

5.4.4. Closing Meeting

After the audit is complete, the Halal Auditor Team shall conduct closing meeting to report the results and findings from the Stage 1 Audit or non-conformity found in the Stage 2 Audit (if any) to top management of the audited person to correctly create understanding in the results. The management shall sign to acknowledge

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	19/42
		Rev. No.	2
		Effective on	04/12/2025

the findings or non-conformity (if any) and make a copy of the findings from Stage 1 Audit or Halal corrective and preventive actions notice (if any).

In case of finding non-conformity, the Halal Auditor Team shall inform the applicant to prepare direction for corrective and preventive actions for the non-conformity to present to Halal Affairs within 30 days starting from the day of issuing non-conformity report for minor non-conformity. If the applicant cannot do it within 30 days starting from the day of issuing non-conformity report, Halal Affairs may give warning and/or present to the Sub-Committee to consider auditing the whole system as a case may be.

5.4.5. Making the audit report for the applicant After the audit is complete, the Halal Lead Auditor Team /Halal Auditor shall prepare audit report presenting to the Sub-Committee to consider certifying.

Documents to submit to the applicant are as follows:

- 6 Slaughterhouse and Eviscerated parts Certification Audit Report and/or Halal Product Production Process Certification Evaluation Form
- 7 Stage 1 Audit Findings Report or Halal corrective and preventive actions notice (if any)
- 8 Record of product sampling (if any)

5.4.6. In case no non-conformity is found or only minor non-conformity is found, the Halal Auditor Team can summarize a report presenting to the Sub-Committee to grant certification after the Halal Auditor Team considers the corrective and preventive actions proposed by the applicant to be acceptable.

In case of finding a major non-conformity or over, the Halal Auditor Team shall not prepare a summary report to the Sub-Committee but shall do as follows:

- (1) Set up schedule with the audited party for Surveillance Audit which must be within 30 days starting from the day of issuing the non-conformity report. If

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	20/42
		Rev. No.	2
		Effective on	04/12/2025

the period exceeds 30 days, the application for certification shall be cancelled or shall be as the Committee determines.

In case corrective action for the non-conformity is within 30 days but there are huge changes of management system or documents relating to the audited system and the applicant desires that the whole system is audited and such non-conformity is cancelled, Halal Affairs can take action accordingly.

- (2) For Surveillance Audit of major non-conformity, the Halal Auditor Team shall audit only the non-conformity but may do random check with any relevant units. The Surveillance Audit shall be done with every item of major and minor non-conformity. If the correction is found to be ineffective, the Halal Auditor Team shall adjust the minor level to major level.

In case corrective action of the non-conformity is effective but other non-compliance with Halal standard of OIC/SMIIC or other related standard is found, the Halal Auditor Team shall prepare list of the found non-conformity categorizing it according to the non-conformity criteria. In case of major non-conformity, correction and Surveillance Audit shall be done within 30 days starting from the day of issuing non-conformity report. If it exceeds such period, the whole system must be re-audited. However, if the newly found non-conformity is minor, the Halal Auditor Team can prepare report presenting to the Sub-Committee to grant certification after the Halal Auditor Team has considered corrective and protective actions to be acceptable.

5.4.7 Consideration of contamination test result by Rule of Islam by laboratory

- 1) Halal Auditor Team considers the result and informs the contamination test result in Halal product by laboratory to the applicant with following documents.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	21/ 42
		Rev. No.	2
		Effective on	04/12/2025

(1) Letter to inform the lab result.

(2) Lab result report.

(3) Non-conformity report (if any).

2) If no contamination is found, the Halal Auditor Team shall prepare summary report presenting to the Sub-Committee to certify.

3) If contamination of forbidden substance is found, the Halal Auditor Team shall prepare report presenting to the Sub-Committee to reject the application and inform the applicant.

6. Surveillance Audit

6.1 After the applicant passes the audit and gets certification, Halal Affairs shall regularly do the Surveillance Audit within 1 and 2 years of certification period. Halal Affairs shall prepare Surveillance Audit plan. For every audit, Halal Affairs shall inspect internal audit, management review, review of corrective and preventive actions for non-conformity found in the previous audit, management of complaints, effectiveness of relevant management system to achievement of goals of the certified person, progress of continuous improvement plan, continuous control, review of any changes and use/reference Accreditation Symbol / Certification Logo and Certificate and Halal Certification / Certification of Halal Affairs.

6.2 The certified person shall retain and follow procedures of the place of business to be in line with Halal standard of UAE.S GSO, OIC/SMIIC or standards of other countries related. Failure to do so shall result in reduction of certification scope or revoking of certification.

6.3 The Surveillance Audit shall be done at least once a year starting from the last day of the Stage 2 Audit. Every item in the Halal standard of UAE.S GSO, OIC/SMIIC or standards of other countries related shall be covered before the audit term completes to renew the certification.

6.4 The Surveillance Audit activities shall include inspection at the place of business to evaluate if the certified system is in line with Halal standard of UAE.S GSO, OIC/SMIIC. or

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	22/ 42
		Rev. No.	2
		Effective on	04/12/2025

standards of other countries related Moreover, it includes other Surveillance Audits such as

- (1) Inquiry to the certified person about problems in certification.
- (2) Reviewing public relations of the certified person's statement done such as brochures, website etc.
- (3) Requesting documents and records from the certified person.
- (4) Other methods to monitor competency of the certified person.
- (5) Random of Products Sampling Proceed in accordance with Clause 5.4.2.2

The Surveillance Audit, which is planned at least once a year, may be adjusted to be more frequent or more surveillance audit through entire system without prior notice in these following cases.

- (1) There is a reason to doubt that the competency is lowered.
- (2) After analyzing complaints or data, it is found that the certified person does not follow the Islamic law or regulations of Halal Affairs, the Central Islamic Council of Thailand.
- (3) Result of the previous audit is not sufficient in some parts.

Halal Affairs reserves the right to conduct special audit with short notice for a certified person in necessary cases as follows:

- (1) It is necessary to have investigation due to complaint about the certified person.
- (2) There is review or follow up of changes in major part of any management system certified by Halal Affairs such as change in legal and commercial status of organization or owner, management, name and location of the place of business, certified scope and major changes to the management system and process.
- (3) When getting to warn from trading partner country or relevant government agency about possible problems with consumers.
- (4) In case of having a resolution from the committee, Committee for Safeguarding Impartiality and the Sub-Committee to have additional audit.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	23/42
		Rev. No.	2
		Effective on	04/12/2025

6.5 The Surveillance Audit in the plan shall be allowed to follow procedures of the Stage 2 Audit. If non-conformity is found, the certified person shall present corrective and preventive actions for the non-conformity to Halal Affairs to consider within 15 days starting from the day of issuing the non-conformity report. If the actions are acceptable, Halal Affairs shall present them to the Sub-Committee to acknowledge and retain the certification (in case of minor non-conformity) or make an appointment with the certified person to do Surveillance Audit for correcting the non-conformity (in case of major non-conformity). If the certified person fails to do it within 60 days starting from the day of issuing the non-conformity report, Halal Affairs may give a warning and/or present to the Sub-Committee to consider revoking the certification as a case may be. If the audited person has any necessity or emergency that is unavoidable, Halal Affairs shall consider appropriate action and/or present to the Sub-Committee to acknowledge or consider as a case may be.

For Surveillance Audit of major non-conformity, the Halal Auditor Team shall audit only the non-conformity but may do random check with any relevant units. The Surveillance Audit shall be done with every item of major and minor non-conformity. If the Surveillance Audit finds that the certified person has effectively done the corrective and preventive actions, Halal Affairs shall present to the Sub-Committee to consider and retain the certification.

If the Surveillance Audit finds that the certified person has not have effective corrective action for the non-conformity, the Halal Auditor Team shall adjust severity level from minor to major non-conformity or in case the corrective action is effective but there is non-compliance with other standards, the Halal Auditor Team shall prepare list of additional non-conformity categorizing level according to non-conformity level criteria. For major non-conformity, the corrective action and the Surveillance Audit must be done within 30 days starting from the day of issuing the major non-conformity report for the first time of such Surveillance Audit of the management system. If it is found that the

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	24/42
		Rev. No.	2
		Effective on	04/12/2025

corrective and preventive actions are effective, Halal Affairs shall present to the Sub-Committee to consider and retain the certification. If the action cannot be done within the due date, Halal Affairs may give a warning and/or present to the Sub-Committee to revoke the certification as a case may be. If the additionally found non-conformity is minor, Halal Affairs shall present to the the Sub-Committee to consider and retain the certification after the Halal Auditor Team considers the corrective and preventive actions proposed by the applicant to be acceptable.

Note: Entrepreneurs who do not wish for a Surveillance or Recertification Audit, and then change the decision to request the audit within a valid certification period, an authorized person of the establishment must submit the official request for the audit with the reasons to the Halal Affairs Officer to be presented to the Committee for consideration on a case-by-case basis.

7. Re-certification Audit

7.1 Before the validity period is complete, Halal Affairs shall conduct an audit for the entire system to re-certification for the certified person who shall submit the re-certification application not less than 6 months before expiry date of the Certificate and Halal Certification Logo.

Note: Entrepreneurs who do not wish to apply for annual monitoring or renewal of certification and then change their mind to request inspection later without the certification period has expired must make a written request for inspection from the authorized person of the establishment. with the reason to the Halal Affairs Officer to present to the committee on a case-by-case basis.

When the certified person files re-certification application and pays fee, Halal Affairs shall make an appointment to do audit for the entire system before the expiry date of the Certificate and Halal Certification Mark Permit. Procedures of the re-certification audit shall

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	25/ 42
		Rev. No.	2
		Effective on	04/12/2025

be the same as the Stage 1 Audit except for the details in No. 4.3 of the Stage 1 Audit. There shall be competency review of the system management of the certified person during the period of certification and review of Surveillance Audit report for the previous certification period and inspect to use of Accreditation Symbol/ Certification Logo and Halal certificate.

In case the certified person has any significant change such as change in production process, Halal Affairs may consider conducting the Stage 1 Audit by evaluating documents and/or doing initial inspection which shall be considered by Halal Affairs on a case by case basis.

Halal Affairs shall define effective date of the certification after the expiry date of the old certificate only in case that re-certification audit is made before the certificate expires and the corrective and preventive actions for non-conformity have been effectively done before the expiry of the certificate (in case major non-conformity is found) or the certified person has prepared the corrective and preventive actions for non-conformity and submit to Halal Affairs to consider that they are acceptable before the expiry of the certificate (in case minor non-conformity is found). If the certified person cannot arrange the audit to re-certify according to the above regulations, it is considered that the audit shall be like for the first time and the effective date shall be the date the Sub-committee resolves to grant the certification.

8. Certification

8.1 Halal Affairs certifies slaughterhouse, eviscerated parts and Halal product production according to Halal standard of OIC/SMIC or other related standards to HAK of the Republic of Türkiye set and announcement of the Central Islamic Council of Thailand No. 12 (BE. 2568) on Regulation on Halal Certification for Slaughterhouse and Eviscerated parts of BE. 2568 and Announcement of the Central Islamic Council of Thailand No. 10 (BE. 2559) on Regulations on Certification of Halal Product Production Process of BE. 2568.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	26/42
		Rev. No.	2
		Effective on	04/12/2025

8.2 When the Sub-Committee (Decision Making) approves the certification, Halal Affairs shall issue the Certificate and Halal Certification Logo which are effective on the day the Sub-Committee approves the certification. Certificate and Halal Certification Logo's validity for 3 years and cannot be transferred to other people.

The certified person can request to use the Halal Certification Logo as defined by Regulations of the Central Islamic Council of Thailand on Halal Affairs Management of BE. 2568.

Remark: The use of the certification mark shall be in accordance with the conditions of the accreditation bodies of HAK.

8.3 In case of change in certification scope, the change must be notified to Halal Affairs. If it does not affect Halal standard compliance (such as reduction in certification scope), Halal Affairs shall present it to the Sub-Committee to consider. When it is approved, Halal Affairs shall issue a new Certificate and Halal Certification Logo having validity period equal to remaining period of the old Certificate and Halal Certification Logo. The certified person shall return the old ones to Halal Affairs. If there is impacts on compliance with Halal standard (such as expansion of certification scope), Halal Affairs shall additionally inspect the expanded scope in the same manner as the Stage 2 Audit as in No. 5.4 or shall inspect it with the Surveillance Audit before presenting to the Sub-Committee to consider approving the expansion of certification scope. Halal Affairs shall issue a new Certificate and Halal Certification Logo having validity period equal to remaining period of the old Certificate and Halal Certification Logo. The certified person shall return the old ones to Halal Affairs.

For transfer of business and change in place of business location or production site, the certified person shall notify it to Halal Affairs in writing to inspect and present to the Sub-Committee to consider granting certification and terminate the old Certificate and Halal Certification Logo. Once decertified, Reference to credentials is not allowed. It is important to use the Halal Certification Mark as well as the Halal Certification Mark until notified by the Halal Affairs Department to consider conducting a new audit and issue a new

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	27/ 42
		Rev. No.	2
		Effective on	04/12/2025

certificate. The new Certificate and Halal Certification Logo having validity period equal to remaining period of the old Certificate and Halal Certification Logo. The certified person shall return the old ones to Halal Affairs.

8.4 Urgent Certification: In case of a request for certification decision in urgent case or before the scheduled subcommittee meeting. The certification decision will be made by a committee appointed by the Central Islamic Commission of Thailand on a case-by-case basis, which will determine the results of product inspection by auditors with no major nonconformity and the ground reasons from the notice requesting for the audit as the basis for issuing the certificate. New certificates and the authorization to use the halal certification mark will be issued to replace the old one with the same validity as the remaining original certificate. Certified clients must return the old certificates and the authorization to use the halal certification mark to the Halal Affairs Department, which may charge fees or fines in accordance with current and future Halal Affairs Rules and Notices. Halal Audits will be conducted when the certification period has not yet expired.

9. Conditions for the Certified Person

The certified person shall follow these following conditions.

- 9.1 The certified person shall retain standard of Halal Standard of OIC/SMIIC or other related standards to the Republic of Türkiye and relevant regulations, requirements and rules during the period of certification.
- 9.2 The certified person can display the certification logo on the product. By referring to the certification only in the scope of certification, the certification logo shall be in accordance with the Announcement of the Central Islamic Council of Thailand No. 11 (B.E. 2568) regarding the requirements for terms requesting the use of Halal certification logo and the use of Halal certificate logo on the product and packaging.
- 9.3 The certified person shall not use the Accreditation Symbol refer on the packaging

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	28/ 42
		Rev. No.	2
		Effective on	04/12/2025

- 9.4 The certified person shall not use the Certificate and Halal Certification Logo/ Accreditation Symbol in a way possibly causing damage to Halal Affairs. If desiring to make photocopies for other parties, he shall copy all the certification documents.
- 9.5 The certified person shall not use the Certification Logo in laboratory test reports or other documents that may lead to misunderstanding.
- 9.6 The Certified companies must have traceability system which identify information as follows: date and place of production, expiration date, allergens, net weight, product brand, laboratory analysis results (if any), certificate and number of certificates, importer, label, and product code.
- 9.7 When there is reduction, revoking or termination of certification due to any reason, printed media, advertisement media and reference to the certification and/or certification within the certification scope shall be stopped.
- 9.8 The certified person shall consent accreditation body to observe audit of the Halal Auditor of Halal Affairs at his place of business for the area Halal Affairs applies for accreditation or has been accredited all the time if being selected by Halal Affairs or the accreditation body.
- 9.9 The operator is responsible for the cost of conducting laboratory analysis. Sampling cases are part of the inspection and certification. This is based on the choice of analytical laboratory services registered according to the announcement of the Halal Affairs Department.
- 9.10 If there is any change in production scope process in essential part, the certified person shall immediately file request for change to Halal Affairs so that it considers doing further action. If it considers that it is changing in essential part, Halal Affairs may set up additional audit and present the result for consideration. Halal Affairs shall issue a new Certificate and Halal Certification Mark Permit having validity period equal to remaining period of the old Certificate and Halal Certification Logo. The certified person shall return the old ones to Halal Affairs before getting the new ones. If the change affects

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	29/ 42
		Rev. No.	2
		Effective on	04/12/2025

quality and safety of products or causes risks in contamination, Halal Affairs may consider ordering such certified person to stop selling, distributing or giving away such products until inspection results show that the change creates no impacts on production process and products.

- 9.11 In case of transferring business or change of owner, Top Management, Key personnel of the organization the certified person must file notice of change to Halal Affairs. Halal Affairs reserve the right to consider it on case by case basis.
- 9.12 In case of change in name of juristic person with the same registered commercial number with the same address, the certified person must file request to Halal Affairs in writing. Halal Affairs shall consider issuing a new Certificate and Halal Certification Logo having validity period equal to remaining period of the old Certificate and Halal Certification Mark Permit. The certified person shall return the old ones to Halal Affairs and the current Halal Certification Mark Permit that is currently in force for the Halal Affairs Department.
- 9.13 The certified person shall give cooperation to Halal Affairs in every audit by consenting Halal Auditor to inspect the place of business and do the random check of sample in case there is any doubt.
- 9.14 The certified person shall prepare record in the record form in the Quality Management System for the scope to be certified so that the Halal Auditor can check if it complies with the standard.
- 9.15 The certified person shall hand over updated documents relating to the certification to Halal Affairs upon request.
- 9.16 If desired to request termination of certification, he shall inform Halal Affairs in writing in advance using Certificate and Halal Certification Logo termination Request form of Halal Affairs.
- 9.17 If desired to renew the Certificate and Halal Certification Logo, he shall file a request to Halal Affairs at least 6 months in advance before expiry date of the Certificate and Halal

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	30/42
		Rev. No.	2
		Effective on	04/12/2025

Certification Logo. For renewal case, it is not necessary to return the existing Certificate and Halal Certification Logo to Halal Affairs.

9.18 The certified person shall keep record of complaints received from external parties and actions with the complaints relating to the certified scope and hand over the record to Halal Affairs upon request. In case the complaints are not in writing, the certified person shall inform the Halal Auditor in the audit. If the certified person conceals the truth about complaints and Halal Affairs learns about it later, the Certificate and Halal Certification Mark Permit may be revoked as a case may be.

10. Expansion/Reduction of Certification Scope

10.1 Expansion of Certification Scope

A certified person who desires to expand the scope such as increase in production area after being certified shall inform Halal Affairs in writing. Halal Affairs shall inspect and summarize a report presented to the Sub-Committee to consider expansion of the certification scope. If the Sub-Committee resolves to expand it, Halal Affairs shall issue a new Certificate and Halal Certification Mark Permit having validity period equal to remaining period of the old Certificate and Halal Certification Logo. The certified person shall return the old ones to Halal Affairs.

10.2 Reduction of Certification Scope

In case of a certified person who cannot retain some parts of the certified system such as reducing production area after being certified or the certified person informs the request to reduce certification scope in writing, Halal Affairs shall present it to the Sub-Committee to consider reduction of the certification scope to issue a new Certificate and Halal Certification Logo having validity period equal to remaining period of the old Certificate and Halal Certification Logo. The certified person shall return the old ones to Halal Affairs.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	31/42
		Rev. No.	2
		Effective on	04/12/2025

11. Changing of Certified Details

A certified person who desires to change details of certification such as name or surname of the certified person or name of juristic person with the same registered commercial number and product name with the same address must inform this in writing enclosing proof of change. Then Halal Affairs shall present it to the Sub-Committee to consider granting the certification of the changed details. When the Sub-Committee resolves to change the certified details, Halal Affairs shall issue a new Certificate and Halal Certification Logo having validity period equal to remaining period of the old Certificate and Halal Certification Logo. The certified person shall return the old ones to Halal Affairs.

12. Certification Termination and Revoking

12.1 Certification Termination

Halal Certification shall be terminated when it is found that the certified person has done this or these following action(s).

- (1) The certified person is dead or there is request to change name of the certified person who is not husband/wife or child who jointly produces the product.
- (2) The certified person becomes bankrupt.
- (3) The certified person requests the termination in writing.
- (4) There is change in the certification standard which the certified person cannot follow.
- (5) A number of non-conformities are found from other Surveillance Audits or any activity but there is no corrective action.

12.2 Certification Revoking

Halal Certification shall be revoked if it is found that the certified person has done this or these following action(s).

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	32/42
		Rev. No.	2
		Effective on	04/12/2025

- (1) Failure to follow regulations and conditions defined by Committee for Safeguarding Impartiality or regulations, announcement or rules defined by the Board/Halal Affairs which seriously affects the certification.
- (2) Fail to comply with Halal standard or violate Regulation of Islam.
- (3) There is complaint considered to seriously affect the certification.
- (4) The certified person has used the Certificate and Halal Certification Logo and Certification Permit to create misunderstanding which damage the certification body or forged such Certificate and Halal Certification Logo and Certification Permit.
- (5) Cancellation of operation for certified activities/scope of certified and not notifying the Halal Affairs department to cancel certification or the Halal Affairs department unable to contact the certified person to proceed the rules, criteria, and conditions set by the Halal Affairs department or not paying fees or other expenses involved with an audit or certification.
- (6) Not be allowed the Halal Affairs department to follow-up or verify for renewal certificate at the specified frequency without a reasonable reason and without informing the Halal Affairs Department
- (7) The laboratory analysis test result found the contamination of prohibited substance by Islam law and also, this include the analysis result obtained from Department of Livestock Development.
- (8) Other actions which Halal Affairs consider to damage the certification system. Halal Affairs shall propose to the Sub-Committee to revoke the certification and the certified person shall return the Certificate and Halal Certification Logo to Halal Affairs. The right in using the Certificate, Halal Certification Logo, Certification Logo and Accreditation Symbol of the certified person shall terminate immediately so they must be abstained from being used or referred on any advertisement media or published media such as leaflet, brochure and advertisement board. Halal Affairs shall announce list of the revoked person to the public.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	33/42
		Rev. No.	2
		Effective on	04/12/2025

13. Appeal and Complaint

13.1 Appeal

- (1) If an applicant granted certification having qualification as in No. 3 or the certified person does not agree with any resolution or measurement made by the Committee for Sefeguarding Impartiality /the Sub-Committee (Decision Making) At least 1 Islamic Affairs Expert has decided unanimously, if has any problem in such solution or measurement and desires that the Committee for Sefeguarding Impartiality /the Sub-Committee reviews, he can file appeal within 30 working days starting from the day of issuing a notice or he officially knows the notice. The appeal must be in writing and submitted to Halal Affairs. If sent by mail, the mail must be registered and the stamp date on the envelope shall be considered.
- (2) Appeal Committee will select from 3 members from the Committee for Safeguarding Impartiality at least one of whom is an Islamic Affairs Expert. The position of term for a period of 3 years shall consider the appeal and inform the resolution within 60 working days starting from the day of receiving the appeal.
- (3) During the period the appeal is not final, it shall be considered that the existing resolution is taking effect.
- (4) Resolution of the committee shall be final.

13.2 Complaint

Complaint must be submitted in writing or by phone, which can be traced or verified accurately or source of information which is exclusive to verbal complaint without source reference. If the topic of complaint is about certified person and quality of product, the complaint must be made in writing backed up with sufficient evidence in order that relevant officer can take further action. The Halal Affairs Department will select a complaint review committee of 3 members from the Committee for

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	34/42
		Rev. No.	2
		Effective on	04/12/2025

Safeguarding Impartiality at least one of whom is an Islamic Affairs Expert. The term of position for a period of 3 years

14. Confidential

Halal Affairs shall keep data and documents given by the applicant and/or the certified person including other confidential information which Halal Affairs receives from other sources secret but shall not be responsible for any damage arising to the applicant and/or the certified person caused by disclosure of data by another party except for action made by Halal Affairs.

In case of accreditation body with whom Halal Affairs files request for certification or is certified who will have access to secrecy of the applicant and/or the certified person, Halal Affairs shall arrange such accreditation body to do the same as Halal Affairs to keep secret information of the applicant and/or the certified person safe.

Information Halal Affairs can reveal is data in Certified Person List, Revoked and Cancelled Person List. Disclosure of information may be done in case there is possible danger to consumers or in case of disclosed data according to Official Information Act of BE. 2540 or in case of receiving written consent from the applicant and/or the certified person or in case it is disclosure of information to relevant government agencies.

15. Product Traceability

The Halal Affairs Department will conduct traceability of Halal products and sampling in each product area for a period of 1 year by sampling from the market or sampling of products for traceability and analysis of products according to Halal standards for product traceability. Sampling details based on product sampling (according to Appendix D)

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	35/ 42
		Rev. No.	2
		Effective on	04/12/2025

Annexation A

In the case of the certified person is affected by an unusual circumstance or event or unable to permit the Halal Affairs Office to inspect at the establishment, the following actions will be performed.

- Follow-up Assessment

The certified person must send a written notice about the reasons to postpone the follow-up assessment to the Halal Affairs Office. The Halal Affairs Office will make consideration and assess the risks of the continued certification in order to consider the expansion of the period of the follow-up assessment for not more than 6 months (i.e. not more than 18 months from the first certification in case of the first follow-up assessment and not more than 18 months from the end of the latest follow-up assessment in case of any of the subsequent follow-up assessments).

In the event that the certified person shuts down the operation due to an unusual circumstances or event that can be assessed for a period of not more than 6 months, the certified person must send a letter notifying the reasons for the need to postpone the assessment to the Halal Affairs Office. The Halal Affairs Office will make consideration and will evaluate the risks of the continued certification before expanding the follow-up assessment period until the certified person can resume its operation. After that the certified person must make notification for the Halal Affairs Office to make an immediate follow-up assessment.

At the end of the time period the Halal Affairs extends, if the certified person is unable to let Halal Affairs Office conduct the follow-up audit within the specified period of time, the Halal Affairs Office will submit the matter to the Subcommittee to make consideration in pursuance of the certification rules and conditions so as to revoke the certification further.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	36/42
		Rev. No.	2
		Effective on	04/12/2025

The Halal Affairs Office will adjust the assessment/audit program for any of the subsequent follow-up assessments as per the certification rules and conditions and will make such notification to the certified person.

- Audit / Assessment for Certification Renewal

If the certified person is affected by an unusual situation or event that cannot permit the Halal Affairs Office to make a new assessment at the establishment, the certified person must send a notice letter about the reasons for the assessment postponement to the Halal Affairs Office. The Halal Affairs Office will take those reasons into consideration and assess the risks of the continued certification before considering the expansion of the certification period for not more than 6 months from the expiration of the certificate. (The effective period of the new certificate for 3 years will continue from that of the old one.) Upon the end of the time period expansion, if the certified person cannot yet permit the Halal Affairs Office to make the new assessment within the time specified, the Halal Affairs Office will carry out the assessment for the first certification, for which the certificate will be effective for 3 years from the certification granting date. Nonetheless, in the 1st stage of the assessment for the said 1st certification, the Halal Affairs Office will conduct the audit/assessment at the establishment or make evaluation of the documents / review of the performance of the certified person upon the case-by-case consideration basis.

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	37/
42			
Rev. No.		2	
Effective on		04/12/2025	

Appendix B

Certification Scheme according to OIC/SMIIC 2

Cluster	Category	Sub category	Example of Included activities	Normative Documents/Standard	Type of product certification Standard
Food and feed processing	C-Food Manufacturing	CI	Halal slaughtering & processing of perishable animal products including fish and seafood, meat, eggs, dairy and fish products including cutting and packaging.	<ul style="list-style-type: none"> ● OIC/SMIIC 1 ● CODEX STAN 1 ● CAC/RCP 1 ● ISO 22000 ● ISO/TS 22002 ● ISO 22005 	N
		CII	Processing of perishable plant products including fruits and fresh juices, vegetables, grains, nuts, and pulses		
		CIII	Processing of perishable animal and plant products (Meat based food, mixed products) including pizza, lasagne, sandwich, dumpling, ready to-eat meals		
		CIV	Processing of ambient stable products. Production of Halal food products from any source that are stored and sold at ambient temperature, including canned foods,		

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	38/42
		Rev. No.	2
		Effective on	04/12/2025

			biscuits, snacks, oil, drinking water, beverages, pasta, flour, sugar, food-grade salt		
Biochemical	K-Production of (Bio) Chemicals		Production of food and feed additives, vitamins, minerals, bio-cultures, flavourings, enzymes and processing aids esticides, drugs, fertilizers, cleaning agents		

Translation

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	39/42
		Rev. No.	2
		Effective on	04/12/2025

Appendix C

Risk level in Halal certification

The Halal Affairs Department will consider the risk level into 3 levels according to the raw materials used in the production/product/service. The level of risk will be taken into account in planning the audit and creating the audit schedule.

Halal Certification Risk Level Table

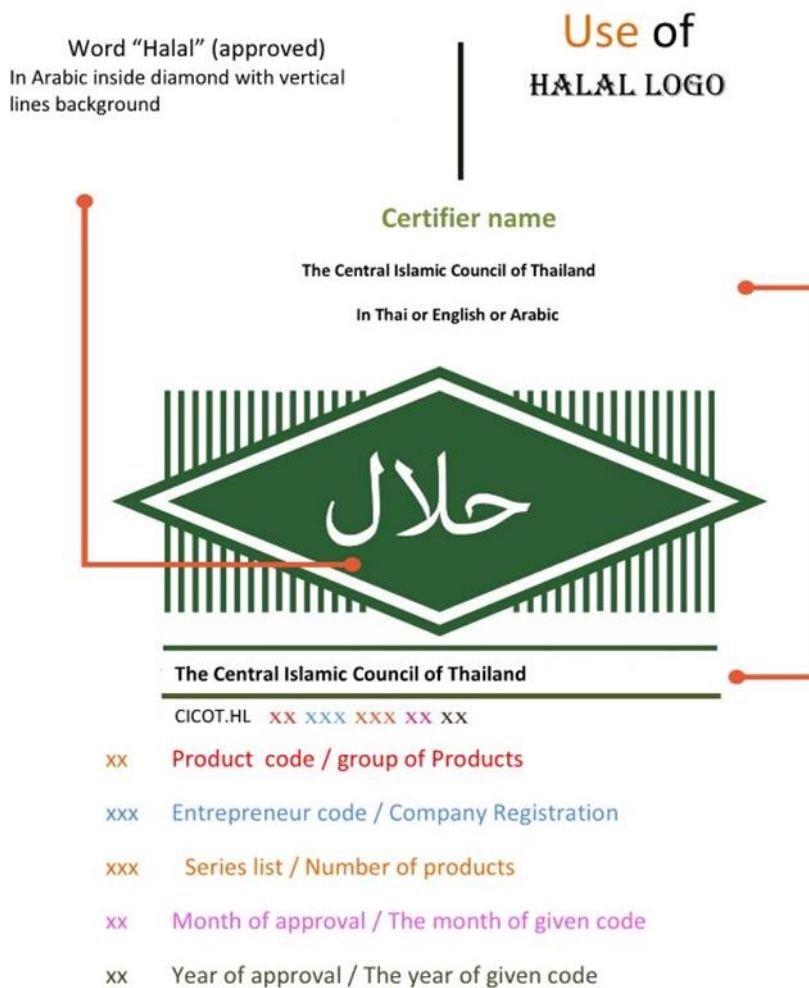
Risk level	เกณฑ์พิจารณาระดับความเสี่ยง
Very critical	<ul style="list-style-type: none"> ● Original materials from slaughtered animals. or packaging materials from slaughtered animals. The list of animal ingredients used must be certified Halal. ● Materials that are difficult to verify Halal status contains cheese, whey protein, lactose and caseazine. ● Complex materials Contains high risk components and complex production processes such as a mixture of vitamins Milk composition, sweetened condensed milk, butter, margarine, shortening, non-dairy creamer, flour, butter, biscuits and chocolate. ● Tasting and Flavoring
Critical	<ul style="list-style-type: none"> ● Original material originated from haram material
Non-critical	<ul style="list-style-type: none"> ● Natural form of plants and minerals without processing. ● No prohibited substances. ● No hazardous materials and no contact with Haram materials

	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	40/42
		Rev. No.	2
		Effective on	04/12/2025

Appendix D

Halal Product Traceability System

1) Halal Affairs Department Establish a halal product traceability system by displaying the certification mark along with the product number, which shows the details as follows:



	Regulations and Conditions	CODE	R-CICOT-06
	Audit and Halal Certification of Halal product standards according to the standard of The Republic of Türkiye (HAK)	Page	41/ 42
		Rev. No.	2
		Effective on	04/12/2025

Appendix D (continued)
Halal Product Traceability System

สำนักงานคณะกรรมการกลางอิสลามแห่งประเทศไทย

เลขที่ 45 หมู่ 3 ถนนคลองห้า แขวงคลองสิบ เขตหนองจอก กทม. 10530
โทรศัพท์ (662)-949-4114, (662)-096-9499 มือถือ. 086-335-1782-3 โทรสาร. (662)-949-4250
www.halal.or.th, www.halal.co.th อีเมล : halal@cicot.or.th



بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

THE CENTRAL ISLAMIC COUNCIL OF THAILAND
OFFICE: 45 MOO 3, KLONGKRAO RD., KLONGSEB, NONCHOK, BANGKOK 10530, THAILAND
TEL. (662)-949-4114, (662)-096-9499 MOBILE: 086-335-1782-3 FAX: (662)-949-4250
www.halal.or.th, www.halal.co.th E-mail : halal@cicot.or.th

HALAL CERTIFICATE

THE CENTRAL ISLAMIC COUNCIL OF THAILAND

CERTIFIES THAT

SAMPLE

Head Office Located at

Product Type / Brand :

"Certification Product are given in the Annex"

Factory Located at :

Undertakes the process at stated product type/brand accordance with the Islamic Law,
The General Requirements for Halal Food (OIC/SMIIC) 1:2019
The Central Islamic Council of Thailand
Therefore allows to utilize "HALAL" Emblem
Category Code Subcategory Code

OIC/SMIIC.CICOT/.....



OIC/SMIIC 2:2019
ACCREDITED
2024-061



المجلس المركزي الإسلامي بتايلاند

Registration No. CICOT. HL

Effective fromUntil.....

Issued on

This Halal certificate is issued under Section 3 Article 18 (9)
Of the Royal Act concerning the Administration of
Islamic Organization B.E. 2540 (A.D. 1997)



(Mr. Aroon Boonchom)
Sheikhul Islam of Thailand
President of Central Islamic Council of Thailand

F-CICOT-20-08 Rev.02 (26/03/2567) Page 1/1

