Title	Demonstrate knowledge of audit requirements in the certification of Halal food and food products
Level	4	Credits	5

Purpose	This theory-based unit standard is for experienced people who audit Halal processes for certification for a primary products food processing operation. People credited with this unit standard are able to: explain the purpose and scope of a Halal audit, and demonstrate knowledge of the Halal audit process in accordance with Shariah; and demonstrate knowledge of Halal food management activities for a primary products food processing operation.

Classification	Primary Products Food Processing > Primary Products Food Processing - Operational Skills

Available grade	Achieved

Explanatory notes

1   Legislation relevant to this unit standard includes but is not limited to – Health and Safety in Employment Act 1992, Animal Products Act 1999, Animal Welfare Act 1999, Animal Products (Dairy) Regulations 2005, Food Act 1981.

2   Reference may include but is not limited to – *The lawful and prohibited in Islam,* Sheikh Dr. Yusuf Qardawi, available at: http://openlibrary.org/b/OL4124466M/lawful_and_the_prohibited_in_Islam.

3   Definitions
     Halal – allowable, permissible. In this context this term refers to food and food products that are slaughtered or prepared in accordance with Shariah.
     Halal food processors – refers to people who fully understand the fundamental rules and conditions related to the processing of food in Islam.
     Mazaahab – Muslim schools of thought.
     Shariah – Islamic law.
     Organisational requirements – instructions to staff on policies and procedures that are documented in memo, electronic, or manual format and available in the workplace. These requirements include but are not limited to – site specific requirements, company quality management requirements, legislative requirements, Shariah requirements.

4   Range

Primary products food processing operation may include – meat processing, dairy processing, seafood or baking yeasts manufacturing.

Outcomes and evidence requirements

Outcome 1

Explain the purpose and scope of a Halal audit in accordance with Shariah for a primary products food processing operation.

Evidence requirements

1.1　　Features of a Halal audit are described in terms of their purpose.

　　　　Range　　features include but are not limited to – comparison of actual practice with Shariah and Mazaahab; auditors are trained; audits are scheduled in advance; audits are conducted with full knowledge of auditee; conclusions are agreed before final report; findings are reviewed at a high level; non-compliance is identified; corrective actions are recommended.

1.2　　Reasons for Halal auditing are explained in terms of their purpose.

　　　　Range　　reasons include but are not limited to – so the auditee can assess progress towards a goal, to determine the current status of a Halal activity, improvement to the auditee's systems of Halal processing, to identify the need for improvement to equipment, to provide feedback on status in relation to Halal obligations, to satisfy Muslim consumers that the Halal process is robust.

1.3　　The scope of a Halal audit is explained in terms of the purpose of the audit.

　　　　Range　　scope includes but is not limited to – audit of auditee's policies and objectives in relation to Halal production systems, audit of documented systems defining the Halal process, audit of the practice of Halal, audit of the systems of managing Halal products.

Outcome 2

Demonstrate knowledge of the Halal audit process in accordance with Shariah for a primary products food processing operation.

Evidence requirements

2.1　　The entry meeting is explained in terms of its purpose and structure in accordance with organisational requirements.

　　　　Range　　entry meeting includes but is not limited to – introductions, the scope of the Halal audit, timetable, matters of confidentiality, time and date, safety matters, official communication links.

2.2 Techniques used in the Halal audit are outlined in terms of their purpose in accordance with organisational requirements.

Range techniques include but are not limited to – interviews with Halal food processors, use of audit checklists, observation of activities, handling of observed non-compliances, recording of observations.

2.3 The exit meeting is explained in terms of its purpose and structure in accordance with organisational requirements.

Range exit meeting includes but is not limited to – meeting with plant management, presentation of findings, agreement on findings and courses of action.

2.4 The requirements of the audit report are outlined in terms of the content in accordance with organisational requirements.

Range requirements include but are not limited to – scope, site, purpose, findings, corrective actions, dates for corrective actions to be resolved, names of people involved.

Outcome 3

Demonstrate knowledge of Halal food management activities for a primary products food processing operation.

Evidence requirements

3.1 Halal assurance system is outlined in terms of organisational requirements.

Range assurance system includes but is not limited to – Halal standard, segregation of Halal and non-Halal substances and products, traceability of the entire system, management of non-Halal/Najasah ingredients and products, preparation for internal Halal audit.

Planned review date	31 December 2019

Last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	16 October 2009	31 December 2018
Review	2	27 January 2015	N/A
Revision	3	17 September 2015	N/A

Consent and Moderation Requirements (CMR) reference	0033

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.

Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact the Primary Industry Training Organisation standards@primaryito.ac.nz if you wish to suggest changes to the content of this unit standard.