

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

Purpose	<p>This theory-based unit standard is for experienced people who audit halal processes for certification for a primary products food processing operation and is also relevant to people who conduct internal audits and Quality assurance work.</p> <p>People credited with this unit standard are able to: describe the purpose and scope of a halal audit, and the halal audit process in accordance with Shariah; and halal food management activities for a primary food or dairy food processing operation.</p>
----------------	---

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

Available grade	Achieved
------------------------	----------

Guidance Information

- Legislation, regulations and notices relevant to this unit standard includes but is not limited to:
 - Health and Safety at Work Act 2015;
 - Animal Products Act 1999;
 - Animal Welfare Act 1999;
 - Animal Products (Dairy) Regulations 2005;
 - Food Act 2014;
 - Halal Animal Export Notice;
 - Halal Dairy Export Notice;
 - and any subsequent amendments.
- 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.
- 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 also refers to permissible actions 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.
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.
Shariah – Islamic law.

4 Range

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

Outcomes and performance criteria

Outcome 1

Describe the purpose and scope of a halal audit in accordance with Shariah for a primary products or diary food processing operation.

Performance criteria

1.1 Describe the features of a halal audit in terms of their purpose.

Range features include but are not limited to – comparison of actual practice with Shariah; 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 Describe the reasons for halal auditing 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 Describe the scope of halal auditing 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, documented systems defining the halal process, the practice of halal, the systems of managing h products, traceability, inventory control.

Outcome 2

Describe the halal audit process in accordance with Shariah for a primary products or diary food processing operation.

Performance criteria

2.1 Describe the entry meeting 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 Describe the techniques used in the halal audit 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, sampling, handling of observed non-compliances, recording of observations.

2.3 Describe the audit exit meeting 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 Describe the requirements of the audit report 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

Describe halal food management activities for a primary products food processing operation.

Performance criteria

3.1 Describe the halal food management assurance system in terms of organisational requirements.

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

Planned review date	31 December 2025
----------------------------	------------------

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	31 December 2023
Revision	3	17 September 2015	31 December 2023
Review	4	25 March 2021	N/A

Consent and Moderation Requirements (CMR) reference

0033

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

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.