Requirements of the Indonesian Halal Product Assurance System

(Sistem Jaminan Produk Halal - SJPH)

The Halal Product Assurance System issued by the government of the Republic of Indonesia under BPJPH (Halal Product Assurance Organising Agency) consists of five basic criteria called *arkan al-Halal* – or the pillars of Halal.Companie wishing to get their products certified as Halal must meet all requirements. These five basic criteria are:

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| **1. Commitment and Responsibility**  a. Halal Policy  b. Halal Management Team.  c. Training | 1. **Material**   Material |
| **3. Halal Product Process**  a. Production Facilities  b. Written Procedures for Critical Activities.  c. Handling of Non-conformance Products. | 1. **Product** 2. Product 3. Traceability |
| 1. **Monitoring and Evaluation** 2. Internal Audit 3. Management Review | |

**1. Commitment and Responsibility:**

**A. Halal Policy**

The Halal policy is a written commitment to consistently produce Halal products. It is made and approved by management.

* 1. The Halal policy can be combined with other system policies
  2. The Halal policy is disseminated to all stakeholders

**B. Halal Management Team**

* 1. Have a team involved in critical activities consisting of permanent employees
  2. Have written duties and authority
  3. The team has evidence of competence
  4. Proof of team appointment is validated and updated

**C. Training**

The business shall conduct training and/or capacity building in the field of Halal assurance. Records of the training must be maintained

* 1. Have a training procedure, which includes:

a. Frequency - done at least once a year

b. Type of training (external and internal)

c. Participants are all employees involved in critical activities

d. Internal training can be integrated with other system training

e. The trainer is a competent person

f. Material provided during training include 5 criteria of SJPH

Documented evidence of training, training schedule, material provided during training, list of attendees, training evaluation and training certificate

**2. Materials**

Materials include: (a) raw materials; (b) additives; (c) processing aid; (d) packaging, lubricants, grease, sanitizer that come into direct contact with the materials or products; (e) Processing aids for cleaning that come into direct contact with production facilities to produce products; and (f) media for validating the results of cleaning facilities that come into direct contact with materials or products.

**Materials used must meet the following requirements:**

**1**. Be Halal certified.

**2**. Materials must not come from certain prohibited sources, such as pigs and their derivatives; blood, carrion, parts of the human body, *Khamr* (alcoholic beverages), by-products of *khamr* (alcoholic beverages) obtained only by physical separation.

**3.** Materials must not be mixed with prohibited or impure materials.

**4.** Materials must meet the safety and health requirements in accordance with the provisions of laws and regulations.

**5**. Businesses must have supporting documents in the form of Halal certificates for materials that are required to have them.

**6**. Businesses must have supporting documents in the form of production process flow charts, product composition, certificate of analysis, and other supporting documents.

**7**. Businesses must ensure the validity of supporting documents, including the validity period, issuing institution.

**8**. For Halal certificate documents that have been registered with BPJPH and have expired, foreign Halal certificates can still be used as valid supporting documents if the materials were produced during the validity period of the certificate.

1. **Halal Product Process:**
2. **Production Facilities:**

The Production facilities include buildings, rooms, machinery and equipment used to produce the products

1. Businesses are required to separate locations, places and equipment for processing Halal products from locations, places and equipment for processing non-Halal products.
2. Businesses are obliged to maintain cleanliness and hygiene of the production process, ensuring that it is free from uncleanness, and free from non-Halal materials.
3. Businesses are required to separate places and equipment for Halal and non-Halal products, particularly for slaughtering, processing, storage, packaging, distribution, sales and presentation.
4. Businesses must separate storage areas for Halal and non-Halal products.
5. Businesses must separate packaging areas for Halal and non-Halal products.
6. If halal production is carried out in a sharing facility, then all facilities that are in direct contact with ingredients or products must be pork free.
7. Chiller/refrigerator and freezer used to store materials from body parts of slaughtered animals be Halal dedicated
8. For the sharing facility the company must ensure that the facility is cleaned prior to use for production of halal certified products.

**B) Written Procedures for Critical Activities:**

Critical activities are activities that can affect the halal status of the product. Generally, critical activities include:

1. use of new materials for products that have been certified,
2. product formulation and development.
3. incoming material check,
4. production,
5. washing production facilities,
6. storage of materials and products,
7. transportation of materials and products.

The scope of critical activities can vary according to the company’s business process. Written procedures can be in the form of SOP (Standard Operating Procedure), work instructions or other forms of work guidelines. This written procedure can be combined with other system procedures implemented by the company.

**C) Handling Of Non-Conformance Product**  
The company must have a written procedure for handling products that do not meet the criteria which ensures the products that do not meet halal criteria are not reprocessed or downgraded and must be destroyed or not sold to consumers who need halal products. If the product has already been sold, the product must be recalled.

**4. Product**

**A) Product:**

Products can be retail or non-retail, final or intermediate products. Guidelines for product naming can be found here. The characteristics / sensory profile of the product must not have a tendency to smell or taste that leads to haram products. The product shape, packaging, and label must not contain erotic, vulgar or pornographic characteristics. Especially for retail products, if a product has a certain brand, all variants or other products with the same brand that are marketed in Indonesia must be registered.

**B) Traceability**

The company must have a written procedure that ensures the traceability of a certified product can trace the product to originating from approved materials and produced in a facility that meets the facility criteria.

1. **Monitoring & Evaluation**
2. **Internal Audit**

The company must have a written procedure for internal audit of the Halal Product Assurance System implementation. Internal audits must be conducted at least twice a year. If a weakness is found (the criteria are not met) in an internal audit, the company must identify the root cause and make improvements. Improvements must be made with a clear target date and must be able to resolve weaknesses and prevent their recurrence in the future.

1. **Management Review**  
   The company must have a written management review procedure. Management review must be carried out at least once a year.