



FAKULTI PENGURUSAN DAN INDUSTRI HALAL

PROGRAM	Diploma in Halal Product Manufacturing
COURSE NAME	Halal Auditing & Trouble Shooting In Manufacturing
COURSE CODE	DHM 5013
CREDIT HOUR	3
SYNOPSIS	This subject gives understanding in the internal halal auditing and covers from the definition of audit, type, personal attributes of an auditor, audit flow chart, audit planning, audit execution, audit report, non conformance report and presentation of audit findings in order to obtain the Halal certification under the Department of Islamic Development (JAKIM) or State Islamic Religious Department (JAIN) / State Islamic Religious Council (MAIN).
COURSE STRUCTURE	
CHAPTER	TOPICS
1	Introduction to audit 1.1 Type of audit 1.2 Audit objectives 1.3 Purposes and benefits of halal audit
2	Auditor 2.1 Principles of auditing 2.1.1 Integrity 2.1.2 Fair presentation 2.1.3 Due professional care 2.1.4 Confidentiality 2.1.5 Independence 2.1.6 Evidence based approach 2.2 Auditor competencies 2.2.1 knowledge and skills 2.2.2 Personal attributes 2.3 Audit team leader 2.4 Criteria and attributes of an auditor
3	Standard procedures for halal auditing 3.1 Flow chart of audit process 3.2 Adequacy audit 3.3 Follow up audit 3.4 Closing up audit



4	The audit process 4.1 Audit Planning 4.1.1 Audit plan 4.1.2 Selecting audit methods 4.1.3 Selecting audit team members 4.2 Audit preparation 4.3 Preparation of halal
5	Audit execution 5.1 Opening meeting 5.2 Conducting the compliance halal audit 5.3 Review audit findings 5.4 Closing meeting
6	Field Audit 6.1. Product, Premise/outlet/ hotel kitchen, abattoir, logistic
7	Presentation of audit findings 7.1 Analysis of audit findings 7.2 Non-conformance 7.3 Corrective and preventive action 7.4 Halal surveillance audit 7.5 Audit report 7.6 Preparation of audit report 7.7 Preparation for pre panel meeting 7.8 Pre-panel meeting
8	Problem Solving 8.1. Managerial problem 8.2. Problem solving 8.3. Solution concept 8.4. Solution action plan
References:	1. Malaysian Halal Management System (MHMS) 2020. Department of Islamic Development Malaysia, Putrajaya. 2. Manual Procedure for Halal Certification (Domestic) 2020. Department of Islamic Development Malaysia, Putrajaya 3. MS ISO 19011 : 2018 General Guidelines for Auditing Management System.