



غرفة التجارة الدولية للحلال والصناعات في الفلبين

Halal International Chamber of Commerce and Industries of the Philippines, Inc.

701 Jafer Place 19 Eisenhower Street, Greenhills, San Juan City, Metro Manila, Tel.

APPLICATION FORM

(Halal Certification)

Initial <input type="checkbox"/>	Renewal <input type="checkbox"/>	Scope extension <input type="checkbox"/>
TYPE OF CERTIFICATION SCHEME BEING APPLIED FOR HALAL CERTIFICATION:		
1. Product Certification <input type="checkbox"/>	2. Establishment <input type="checkbox"/>	3. Abattoir <input type="checkbox"/>

A. APPLICANT'S BASIC INFORMATION

NAME OF COMPANY/ESTABLISHMENT:				
OFFICE ADDRESS:				
PLANT ADDRESS:				
SALES OFFICE ADDRESS:				
TYPE OF OWNERSHIP: (Please Check)		NAME OF OWNER/PRESIDENT:	COMPANY WEBSITE:	
Single Proprietorship <input type="checkbox"/>				
Cooperative <input type="checkbox"/>				
Partnership <input type="checkbox"/>				
Corporation <input type="checkbox"/>				
CONTACT PERSON/AUTHORIZED REPRESENTATIVE		DESIGNATION	CONTACT NO.	EMAIL ADDRESS:

1. PRODUCT CERTIFICATION:

1.1. PRODUCTS TO BE CERTIFIED HALAL: (Product name on the label)

1.	13.
2.	14.
3.	15.
4.	16.
5.	17.
6.	18.
7.	19.
8.	20.
9.	21.
10.	22.
11.	23.
12.	24.

If more than the no. above, please make attach file page.

2. ESTABLISHMENT/ABATTOIR CERTIFICATION:

2.1. SHORT BRIEFING ON THE ESTABLISHMENT/ABATTOIR

Tolling Company	
Manufacturing Company	
Restaurant/Catering Company	
Hotel/Resort	
Logistics Company	
Confectionary Company/Food Cart/Mobile Vendor/Seasonal Vendor/Special Event Food Vendor	
Farm/Dressing Plant for Chicken/Meat Shop/Butchery	
Abattoir/Slaughter house (Chicken and Ruminant)	
Other:	

B. REASONS FOR APPLYING HALAL CERTIFICATION:

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C. COMPANY LEVEL:

Micro	
Small	
Medium	
Large	

D. CAPITALIZATION

1.5 MILLION BELOW	
1.5 MILLION ABOVE TO 15 MILLION	
15 MILLION ABOVE TO 60 MILLION	
60 MILLION ABOVE	

E. NO. OF EMPLOYEES

Permanent employees	
Contractual employees	
Part time employees	
Other	

F. TARGET MARKET:

Local market	
International Market, (if International Market please specify the country/ies)	

G. REQUIREMENT DOCUMENTS TO BE PROVIDED UPON SUBMISSION OF APPLICATION:

G.1. PRODUCTION CERTIFICATION

- a. Letter of Intent (Address to Ustadz Alee M. Sultan, President, Halal International Chamber of Commerce and Industries of the Philippines (HICCIP))
- b. SEC or DTI Registration Certificate
- c. Company Profile
- d. Flow Chart of Manufacturing Operation of the Product Being Applied for Halal Certification
- e. FDA Certificate/Permits and Laboratory analysis if any
- f. Mayors Permit
- g. BIR Certificate
- h. List of Ingredients, Raw Materials and suppliers or Manufacturers (Processed Products)
- i. Application fee

- j. Other requirements may request by the Halal Committee if necessary

G.2. ESTABLISHMENT CERTIFICATION

- a. Letter of Intent
- b. SEC or DTI Registration
- c. Company Profile
- d. Flow Chart of Company Operation
- e. Environmental compliance Certificate (ECC) For large scale establishment
- f. Establishment Lay-out
- g. Mayors Permit
- h. BIR Certificate
- i. List and addresses of branches or franchises, if there are any
- j. FDA Permits and Laboratory analysis if any
- k. Application fee
- l. Other requirements may request by the Halal Committee if necessary

G.3. ABBATTOIR CERTIFICATION

- a. Letter of Intent
- b. SEC or DTI Registration
- c. Mayors Permit
- d. BIR Permit
- e. Company Profile
- f. NMIS accreditation
- g. Flow Chart of Operation of the Abattoir
- h. Environmental compliance Certificate (ECC)
- i. Building Permit
- j. Application fee
- k. Other requirements may be requested by the Halal Committee if necessary

H. FIRST AUDIT/ASSESSMENT:

Activity	Date
First Assessment/Audit	
Final Audit	
Halal Seminar/Orientation	

I. UNDERTAKING:

- I.1. The applicant undertakes to provide true and honest information on this application.**
- I.2. The applicant undertakes to comply the HICCIP requirements for documents, processing and HICCIP audit system and other additional requirement if any by the Halal Committee on Certification**
- I.3. The applicant undertakes to pay the fees and charges before any schedule of Activity (3 working days before) otherwise temporary schedule if it was failed to pay. Fees and Charges are thru Check pay to Halal International Chamber of Commerce and Industries of the Philippines, Inc. (HICCIP) or deposit to the account no. of the HICCIP. (if deposited to the account no. of HICCIP please keep and send to us the copy of Deposit slip for document purposes).**
- I.4. HICCIP undertakes to treat said information, including those in the annexes, with utmost confidentiality to protect the interest of the applicant.**
- I.5. HICCIP undertakes to process the said application thru Sharia'h compliant without delay and extension until no valid reason from the HICCIP management.**

**SIGNATURE OVER PRINTED NAME OF
REPRESENTATIVE / CONTACT PERSON**

RECEIVING OFFICER SIGNATURE/DATE

Contacts nos. Tel. 63.2.7518533 / 63.2.6503184

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