Control of use of Halal mark and Halal certificates

1. Purpose & scope

This procedure aims to describe the mechanisms, by which IHC ensures that the Halal mark and the Halal certificates granted to client are used within the validity and specifically for the range of certified products.

2. Responsibilities

It is a shared responsibility on both, the IHC and the certified client to prevent misuse of the Halal mark and Halal certificates. The GM of IHC is responsible within the IHC for ensuring that Halal mark has not been subject to misuse.

3. Abbreviations and definitions

GM:	General management
IC:	Impartiality committee
SC:	Sharia committee
CDC:	Certification decision committee
CAC:	Complaints/ Appeals committee
BSD:	Business & sales development
MA:	Management assistance
TD:	Technical department
OM:	Operation management
QM:	Quality management
AD:	Administration
HR:	Human resources
AC:	Accounting department
CCS:	Customer & consumer service
BO:	Branch office
ACT:	Auditing and certification team
AR:	Application reviewer
TA:	Technical auditor
IAE:	Islamic affairs expert
TE:	Technical expert
LA:	Lead auditor

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SU: Supervisor (meat)
CR: Certification reviewer

QMS: Quality management system

Certificaiton Scheme: The certification system related to specified products, to which the same specified requirements, specific rules and procedures apply.

Product certificaiton: A third-party attestation related to products

COC: Certificate of conformity, which is a formal document issued by the accredited certification body, stating that certification is being granted for the product in accordance with the applicable scheme/ standards.

IHC: International Halal center
CB: Certification body
HCB: Halal certification body
AB: Accreditation body

SOP: Standard operating procedure
PFC: Process flow chart
NC: Non-conformity

4. IHC-Halal mark

IHC has designed a specific Halal conformity mark, which the certified clients can use on their certified products within the certification validity period.

This mark appears as follows:

International Halal Center مركز الحلال العالمي

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The dimensions and colors must be kept in their unique original form and degree unchanged. Sizing is allowed while keeping the scaling proportion unchanged. The correct materials and tools shall be used to produce or print the logo as in its original form, color, and proportions.

IHC is willing to protect this Halal mark in Germany by official registration, so that only IHC and its clients under IHC-permission can use it. The evidence of this mark registration and mark protection will be kept and be provided to interested parties, as soon as it becomes available, upon request.

The protection period is given officially in Germany for 10 years by DPMA (the German patent and mark office).

5. Use of Halal mark

IHC owns the Halal certification mark as part of its certification system along with the Halal certificate, and Halal scheme. Once a client is certified by IHC, the client gets the right to use IHC-mark of conformity. The requirements of ISO 17030, ISO Guide 23, and ISO Guide 27 regulate the use of our conformity mark by our clients.

Our clients shall let no confusion happen between certified and non-certified products in the use of our conformity mark.

The market will be monitored. In case a misuse of the conformity mark is found, an appropriate action will be taken against the breaching party.

For marketing purposes, the certified clients are permitted to use our Halal mark on brochures and advertising materials.

In case of doubts regarding the use of IHC-Logo, a written approval should be sought from IHC.

6. Types of misuse and responsive actions

Types of misuse	Action
1. Claiming the ownership of the certification mark of conformity. 2. Use of mark by a non-certified party. 3. The certified client fails to comply after certification (non-conformities exist or refusing to comply to certification scheme requirements). 4. Fees are not paid by the certified client.	Written warning to inform the client or the violating party about the misuse being committed. Identifying the actions to implement, should the client or the violating party not adhere or act within the time frame mentioned in the warning. The actions can be:

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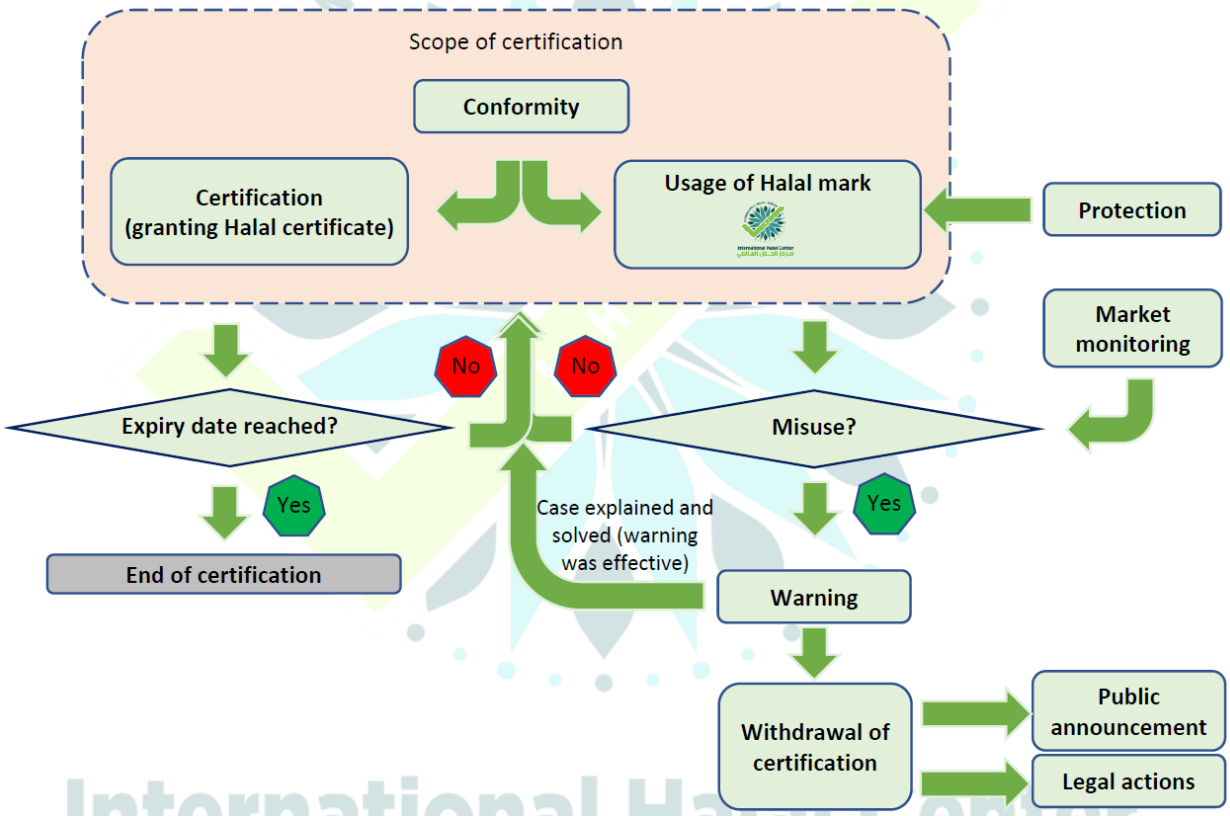
5. Printing wrong logo on certified products. 6. Using the mark after expiry of the certificate. 7. Use of mark by the certified client for products other than those which are certified.	▪ Public announcement ▪ Informing accreditation organizations ▪ Suspension or withdrawal of the certificate and right to use the mark ▪ Filing the case in the court (legal procedure)

7. Process flow chart

The process is shown on the diagram PFC-02.



8. References

- ISO Guide 27
- ISO Guide 23
- ISO Guide 17030
- Certification Scheme of IHC
- Certification agreement with clients

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