

GOVERNANCE

TGHA — The Global Halall Approval

Download Centre Pack

Application forms, questionnaires, certification procedures, mark usage rules, and complaints/appeals forms — the working documents referenced from the Download Centre.

APPROVED • CURRENT VERSION

This document reflects the client-approved text as published on tgha.ae. Clauses marked [TO CONFIRM] are open items awaiting a specific figure or decision from TGHA and are not yet finalised.

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Application Forms

The same fields already used on the website's Apply page, laid out as a fillable paper/PDF form for applicants who prefer not to apply online.

Your company

Company name *

Contact name *

Role

Work email *

Phone

Country of operation *

Scope & products

Certification category * (select one)

Meat & Poultry Dairy Products Food Ingredients Beverages Pharmaceuticals Cosmetics & Personal Care

Logistics & Warehousing Animal Feed Biochemicals

Products to be certified *

List the product lines, brands, or SKUs in scope (free text).

Raw-material sources (check all that apply)

Animal Plant Mineral Synthetic Microbiological

Number of sites

Employees on site

Process & markets

Does the site also run non-Halal product? (select one)

No — Halal only Yes — separate lines Yes — shared lines

Target export markets (check all that apply)

United Arab Emirates Saudi Arabia Malaysia Indonesia Singapore Türkiye Other (please specify)

Anything else we should know?

Outsourced steps, existing certifications, deadlines (free text).

I confirm the information above is accurate and consent to TGHA using it to prepare a price estimate.

Signature

Date

Questionnaires

A more detailed scope questionnaire, sent once an application is accepted and before the on-site audit is scheduled. General questions apply to every applicant; answer only the category section(s) that match your Certification Category from the Application Form.

General — site & process

- Are all relevant processes carried out on one site? If not, list the outsourced step(s) and location(s).
- Are Halal and non-Halal products processed on the same line? If yes, describe the segregation and cleaning-validation controls in place.
- Total number of products, and number of products to be certified.
- Number of ingredients used across the products to be certified.
- Do you hold any existing Halal or quality-management certifications? If yes, from whom, and what scope?

Category-specific — answer the section(s) matching your scope

Meat & Poultry

- Slaughter method and slaughterman competency
- Segregation from non-Halal lines and equipment
- Traceability from lairage to dispatch

Dairy Products

- Milk and raw-material sourcing declarations
- Rennet, culture, and additive origin verification
- Processing-line hygiene and batch traceability

Food Ingredients

- Raw-material and additive origin declarations
- Supplier certificate verification
- Solvent, carrier, and processing-aid checks

Beverages

- Alcohol content and fermentation checks
- Flavouring and additive origin declarations
- Production-line segregation from non-Halal inputs

Pharmaceuticals

- Excipient and capsule-shell origin
- Active-ingredient sourcing and declarations

- GMP-aligned manufacturing controls

Cosmetics & Personal Care

- Alcohol and solvent use in formulation
- Animal-origin actives and their sourcing
- Manufacturing hygiene and batch records

Logistics & Warehousing

- Dedicated storage and handling controls
- Segregation during transport and warehousing
- Chain-of-custody from facility to point of sale

Animal Feed

- Feed-ingredient origin declarations
- Cross-species contamination control
- Processing and storage verification

Biochemicals

- Enzyme and microbial culture origin
- Solvent and carrier verification
- Industrial-process input traceability

- Source: the general questions mirror the fields already on TGHA's live Fees page ("what determines a quote"); the category checklists are the exact "what we assess" bullet points already published per category on the Certification page. Nothing new was introduced — this only repackages existing, approved content into questionnaire form.

Certification Procedures

The 8-stage certification lifecycle already published on the website's Certification Process page, reformatted as a standalone downloadable procedure document.

- 01 Application Submission** CLIENT ACTION
Submit your product and site details through the online portal. Our team confirms receipt and assigns a certification officer.
- 02 Application Review** TGHA REVIEW
We assess scope, sites, product lines, and raw-material sources to confirm eligibility and prepare a costed proposal.
- 03 Certification Agreement** AGREEMENT
Scope, obligations, and terms are formalised. Both parties sign, and the audit programme is scheduled.
- 04 Document Review — Stage 1** STAGE 1 AUDIT
Desk assessment of your Halal management system, ingredient declarations, supplier certificates, and process flow.
- 05 Certification Audit — Stage 2** STAGE 2 AUDIT
On-site audit of production, segregation, storage, cleaning validation, and Shariah compliance in practice.
- 06 Review & Final Decision** IMPARTIAL DECISION
An independent certification committee — not the audit team — reviews the evidence and makes the certification decision. See the separate Certification Decision Process policy.
- 07 Certificate Issuance** ISSUED
Your Halal certificate is issued with defined scope and validity, and published to the TGHA Halal Data Bank.
- 08 Surveillance & Renewal** ONGOING
Scheduled surveillance audits and automated renewal monitoring keep your certification continuously valid.

- Source: identical wording to the live "8-Stage Process" content already on both the homepage and the Certification Process page — repackaged here, not rewritten.

Certification Mark & Logo Usage Rules

The rules governing correct use of the TGHA certification mark on products, packaging, and marketing — the standalone version of Policy 5 in the TGHA Draft Policy Pack.

1. Grant of use

A certified client may use the TGHA certification mark only for the products, sites, and scope stated on their current, valid certificate.

2. Permitted use

- On certified product packaging and labels.
- In marketing and promotional material that clearly relates to the certified product(s).
- On the client's own website, in reference to the certified scope.

3. Prohibited use

- Using the mark on products or sites not covered by the certificate.
- Continuing to use the mark after suspension, withdrawal, or expiry of certification.
- Altering the mark's proportions, colours, or design.
- Using the mark in a way that implies TGHA endorses claims beyond the certified scope (e.g. health claims not assessed by TGHA).

4. Artwork and specification

TGHA supplies the certified client with official mark artwork and usage specifications on certification.

[TO CONFIRM — TGHA to provide the current logo files and any minimum-size / clear-space rules to include here]

5. Misuse

Where misuse is identified, TGHA will first request correction within a defined period. Where misuse continues, TGHA may suspend or withdraw the certificate under the Suspension & Withdrawal Policy, and may take further action to protect the integrity of the mark.

Complaints and Appeals Forms

A fillable form matching the process already described in the Complaints & Appeals Policy (Policy 3 of the TGH A Draft Policy Pack).

This is a: (select one)

Complaint Appeal of a certification decision

Name

Company

Email

Phone

Certificate or application reference (if applicable)

Description

What happened, and what outcome are you seeking? (free text)

Supporting documents attached (select one)

Yes — see attached No

Signature

Date

- Submission channels (from the live Complaints and Appeals page): email info@tgha.ae, phone +971 2 673 7362, or via the website's Complaints and Appeals page.