



Halal Traceability

Procedure

1. Approved Vendors

- Purchase Halal products only from **approved vendors with valid Halal certification**.
- Maintain current documentation for all Halal items within the Halal World Watch portal.

2. Receiving

- Verify Halal designation, labeling, and packaging integrity upon receipt.
- **Immediately separate Halal items** from non-Halal products.
- Report and document any discrepancies.

3. Storage

- **Cooler:** Store Halal items on **designated, labeled racks (Halal Only)**.
- **Freezer:** Store Halal items on a **designated, labeled shelf (Halal Only)**.
- Do not store non-Halal items in designated Halal areas.

4. Production

- Prepare Halal meals in a **designated production area**.
- Use **dedicated equipment/utensils**, or fully clean and sanitize prior to use.
- Follow production sequencing as needed to prevent cross-contact.

5. Packaging

- Package Halal meals in a **separate designated area**.
- Use a **dedicated meal packaging machine** for Halal products only.
- Clearly label all finished meals as **Halal**.

6. Traceability

- Maintain records linking **vendor → ingredient → production → finished meal**.
- Documentation includes: purchase records via invoices, production logs, and packaging records via labels.
- Ensure traceability supports recall readiness.

7. Training

- Train all relevant staff on Halal handling, segregation, and contamination prevention.
- Document and refresh training regularly.

8. Verification

- Conduct routine checks to ensure compliance with this SOP.
- Document and correct any deviations.

Key Controls

- Approved Halal products only
- Separation at receiving
- Dedicated cooler racks and freezer shelf
- Designated Halal production area
- Separate packaging area with dedicated equipment