

1. **Purpose:** Assure that Certified Halal beef is properly identified and segregated throughout our factory, from receiving until finished product in order prevent non-Certified Halal beef from mixing with Certified Halal beef and maintain the claim status. Only supplier facilities with the Certified Halal approved claim will be received as per this protocol.
2. **References:**
Certified Halal Certification Guidelines
3. **Forms:**
Fitch Ranch Receiving log
COA's Records
"Certified Halal" label
4. **Scope:** This procedure applies to our Fitch Meat factory, from Receiving to finished product.
5. **Procedure:**

Control at Receiving

Once Certified Halal ingredient has been received at the dock area, the receiving employee will verify the BOL where it should state "Certified Halal" and perform all required verifications as per "Procedure for receiving of Raw materials". After the receiving employee verifies that Certified Halal is within compliance of our Fitch Meat receiving procedure then will assure Combos or boxes are identified as Certified Halal. COA's are also verified by the QA Document Control employee to assure that ingredient has been identified as CERTIFIED HALAL.

This ingredient will then be segregated and placed in the freezer or cooler for further processing.

Control at Production

In order to ensure that proper segregation of Certified Halal product takes place in production, the Production Manager will identify Certified Halal claimed finished product in the Production schedule.

Production will run CERTIFIED HALAL production first, and segregate equipment using CERTIFIED HALAL tag.

Any WIP because of CERTIFIED HALAL run we will also be identified with a "CERTIFIED HALAL" tag, and only use for this product.

Control in Packaging:

Production Supervisor or designee will assure that once patties are shaped and go thru the IQF process (as needed), then product will be segregated by assuring that only claimed "CERTIFIED HALAL" label is used for this finished product. Then a label CERTIFIED HALAL will be added to the pallet before placing into the freezer.

Control in Storage:

The Shipping Supervisor or designee will make sure that finished product pallets with Certified Halal label is properly packaged to prevent non-Certified Halal beef from mixing with CERTIFIED HALAL beef.