

HALAL FOOD CONTROL DIVISION DEPARTMENT OF SYARIAH AFFAIRS MINISTRY OF RELIGIOUS AFFAIRS

MUKADDIMAH (INTRODUCTION)

Halal Food Control Division is a constitution of the Board of Issuing Halal Import Permit under the chairmanship of Yang Amat Mulia Controller of Royal Customs and Excise with the members consisting of:

- Yang Mulia Director of Department of Syariah Affairs,
• Ministry of Religious Affairs

- Yang Mulia Director of Agriculture,
• Ministry of Industry and Primary Resources.

- Yang Mulia Director of Medical and Health,
• Ministry of Health.

- A Secretary who works full-time in the Ministry of Religious Affairs.

ROLE

Among the roles and duties of this Board which have been determined are as mentioned below:

1. The issuance of an import permit to the importers who desire to import Halal meat into this country is in accordance with Section 28 of the Custom Act (Prohibition and Restriction Imports and Exports) (Amendment) (No 2), Order 1995 dated on the 9th September 1995.
2. Such import permit shall only be issued when the applicants have fulfilled and complied with the conditions that are required by the Ministry of Religious Affairs (Islamic Religious Council of Brunei Darussalam), Ministry of Health and Department of Agriculture.

IMPORTATION OF HALAL MEAT

The Halal Food Control Division has the authority to carry out the duties of controlling any halal meat that is imported into this country which is in accordance with the Order under Section 83 (3) Emergency Order (Halal Meat), 1998, as shown below:

Section 4 (1) Meat shall only be imported by a person holding a Halal Import Permit, and an export permit from the exporting country.

(2) On receiving an application for a Halal Import Permit, the Board shall where the slaughtering centre from which the applicant desires to import meat is already on the approved list of the Majlis consider the application and submit its report to the Majlis for final decision thereon.

(3) The Majlis shall, after considering the report of the Board, decide whether or not a Halal Import Permit is to be issued to the applicant, and the Board shall act according to the decision of the Majlis.

(4) If the slaughtering centre is not already on the approved list of the Majlis, the Board shall forward the application to the Secretary of the Majlis who shall, on the instruction of the President, request the Inspection Committee to inspect such slaughtering centre and to submit its report to the Majlis for final decision thereon.

(5) The Board shall ensure that only such quantity of meat is imported which is necessary having regard to the availability of meat produced locally.

(6) The Board shall further ensure that meat shall only be imported from countries where animals are free from dangerous and contagious diseases and where only local animals are slaughtered.

(7) If the Majlis decides that the meat is halal and fit for importation, it shall issue a Halal Certificate in respect of such meat and a Halal label shall be displayed thereon by the importer which shall remain so even during the sale of such meat in Brunei.

(8) The Inspection Committee shall make necessary arrangements to ensure that halal meat has not been mixed with non-halal meat at any stage.

(9) All the expenses incurred on the inspection of the slaughtering centre by the Inspection Committee shall be borne by the importer.

THE IMPORT PROCESS OF MEAT

1. Any meat that is imported into this country such as beef, mutton, lamb, deer, ostrich and processed meat which comes from foreign countries via

the control posts in this country must possess AP from the Department of Custom, permission from the Department of Agriculture and consequently obtained an approval from the Halal Food Control Division, Department of Syariah Affairs, Ministry of Religious Affairs, at which the meat shall be inspected after its arrival to Brunei Darussalam.

2. *Transit*

The frozen meat that is imported into this country for transit purpose, the procedures are as mentioned below – the Company has to ensure that a written application for permission from the Halal Food Control Division has to be made in advance. This Division shall permit in accordance with the conditions as such:

- a) The containers that are delivered from Muara Port / any control posts shall ensure that the seal is not open or broken upon arrival to Brunei Darussalam.
- b) The quantity of the containers shall be the same upon arrival to the Control Post as to where being directed to.
- c) The respective containers will be escorted with two officers from this Division, starting from the Control Post at which they are delivered to the Control Post at which they are directed to (for instance from Muara Port to the Control Post of Sungai Tujuh).
- d) Both of the officers mentioned above will be paid with mileage allowance, petrol and living expenses depending on the rate that is determined accordingly.
- e) This application is only for the above-mentioned containers.

3. *The imported raw meat from neighbouring country:*

Any person who desires to import raw meat such as beef, mutton or lamb or etc (usually for wedding purposes) shall apply from the Halal Food Control Division in advance. The applicant shall be permitted in accordance with the conditions as such:

- a) The slaughtered buffalo or cow shall be witnessed by two officers from the Halal Food Control Division during the slaughtering, processing, skinning, transportation and consequently escorting the transportation of such meat into Brunei Darussalam.

- b) Applicant shall support the expenses, transportation, accommodation (if staying overnight) and living expenses as stated in the letter of the Ministry of Foreign Affairs referenced as GPK/38/61/C.
- c) Applicant shall also fill in the *Declaration Form* at the office of the Royal Brunei Custom and Excise and signed and stamped by two officers as mentioned above.

This information is provided as a reference **for the chairman's meeting on the** coordination of ferry transportation services between Brunei Darussalam and Sabah Malaysia.

HALAL IMPORT PERMIT APPLICATION PROCEDURES (Accreditation of slaughtering centres)

1. Application

- 1.1 Forward the application letter to the Secretariat of Board of Issuing Halal Import Permit. [Section 4 (2)] and [Rule 2 (1)]
- 1.2 Fill in the forms for the background of the foreign slaughtering centre. **[Form 'A' / Form 'B' / Form 'C' / Form 'D']**
- 1.3 Attach the prospectus of the foreign company or slaughtering centre.
- 1.4 Attach any certificates issued by the authorities of the foreign countries, such as certificate for free from dangerous diseases (bird flu, hand foot and mouth, mad cow, etc) especially certification from OIE (World Organisation for Animal Health).
- 1.5 **Any agreement the company has with the applicant's company to supply meat.**
- 1.6 Attach any certificates issued by authorities of the foreign countries for the slaughterers working at the foreign slaughtering centres.
- 1.7 Attach any HACCP, VHM, GMP, ISO and other certificates issued by authorities of the country to the slaughtering centre.

2. Meeting of the board members of The Board of Issuing Halal Import Permit

- 2.1 The board members will held a meeting upon receiving the application [Section 4 (4) and [Rule 2 (2)] and will consider the application based on:-
 - i. Only the amount of meat needed will be imported to Negara Brunei Darussalam, taking into account the availability of local meat. [Section 4 (5)]
 - ii. The meat shall only be imported from countries where animals are free from dangerous and contagious diseases [Section 4 (6)]

- iii. Applicants must have sufficient hygienic storage facilities [Rule 11]
- iv. Importers and local suppliers must be Muslim [Rule 14]

3. Report of the board members of The Board of Issuing Halal Permit to the Islamic Religious Council of Brunei Darussalam (MUIB).

- 3.1 Board members of the Board will report the result of the meeting to the Islamic Religious Council of Brunei Darussalam [Section 4 (4)]
- 3.2 The Islamic Religious Council of Brunei Darussalam will meet to consider **the Board's report [Section 4 (3)]**
- 3.3 If the Islamic Religious Council of Brunei Darussalam agrees on the application, the President of the Council will instruct the inspecting committee to inspect the slaughtering centre [Section 4 (4)] with all expenses paid for by the importer [Section 4 (9)]

Expenses to be paid for by the applicants:

- *Return flight tickets to and from Brunei Darussalam*
- *Transportation*
- *Accommodation*
- *Allowance for living expenses*

According to the regulation for the government employees working abroad.

4. Inspection of the slaughtering centre by the Inspecting Committee

- 4.1 The inspecting committee will ensure the following: -
 - i. The slaughterers are Muslims and are duly authorised by the law of that country to slaughter animals according to Hukum Syara'. [Rule 5 (2)]
 - ii. There shall be at least two Muslim permanent workers in every slaughtering centre that shall be present at the time of the slaughtering of the animals and of the packing, lifting and transportation of the meat. [Rule 5 (4)]

- iii. The animals must be alive in normal condition (*Hayat Mustaqirrah*) when slaughtered. [Rule 15]
- iv. The *Halqum* (respiratory tract) and *Mari'* (channel for taking in food and drink) **must be cut off according to Hukum Syara'**. [Rule 16]
- v. All slaughtering tools must be of good quality and sharp and they must not be made from bones, fingernails, toenails or teeth. [Rule 17]
- vi. **The phrase "In the name of Allah" (Bismillah) must be evoked** during slaughtering of the animal. [Rule 18]
- vii. Slaughtering must be done only once and the slaughtering tools must not be lifted off the animal during the slaughtering process. [Rule 19]
- viii. The usage of stunning is prohibited for the slaughtering of hens/birds/ducks. [Set by Council]
- ix. For countries which authorise the usage of stunning, the following must be followed:-
 - i. Stunning will result with the animal being temporarily unconscious. [Rule 20 (a)]
 - ii. Stunner is of a type which cannot penetrate or break the **animal's head**. [Rule 20 (b)]
 - iii. Stunner must not cause permanent brain damage or give rise to death or physical disability to the animal. [Rule 20 (c)]
- x. Muslim workers must be present at the time of removal and separation of the organs of the slaughtered animal. [Rule 21]
- xi. The halal meat shall be kept separately from non-halal meat at all times, in every slaughtering centre, place for storage, packing, during lifting, transportation, importation and during sale. [Section 4 (8)] and [Rule12].
- xii. The Inspection Committee will forward its report to the Islamic Religious Council of Brunei Darussalam [Section 5 (3)]

- xiii. If the Council is satisfied with the report and has acknowledged the slaughtering centre, the Council will stipulate every application for the importation of meat from that slaughtering centre requires the slaughtering and any processes done to be monitored by two officers from the Ministry of Religious Affairs with all expenses for the two officers being paid for by the importers. [Rule 5 (4)] and set by the 35th Meeting of Cabinet Ministers 1997 and the Council.

Allowances received by the monitoring officers from the Ministry of Religious Affairs are according to the allowances received by officers from the Ministry of Foreign Affairs when working abroad, as detailed below:-

- i. Allowance for living expenses*

RANK	DIVISION I OFFICER		DIVISION II OFFICER		DIVISION III OFFICER		DIVISION IV & V OFFICER	
	Married	Single	Married	Single	Married	Single	Married	Single
COUNTRY								
AUSTRALIA	3,550	2,465	2,905	2,070	2,640	1,880	2,535	1,775
INDONESIA								
MALAYSIA	2,870	2,010	2,630	1,840	2,200	1,650	2,000	1,620
SINGAPURA								
INDIA	2,520	1,700	2,430	1,640	2,000	1,480	1,800	1,450

- ii. Return Flight tickets to and from Negara Brunei Darussalam*
iii. Transportation
iv. Accommodation

5. Monitoring officers from Ministry of Religious Affairs

- 5.1 Ensuring the slaughtering is carried out as required by the Inspection Committee.
- 5.2 If the slaughtering is found to be not halal, the meat must be labeled with the letters NH (Non Halal) or NB (Non Brunei), and monitoring where the meat is being stored.
- 5.3 Witnessing the removal and separation of the organs of the slaughtered animal. [Rule 21]
- 5.4 Verifying, signing and stamping the sticker that is put on the box or package that is to be sent to Brunei Darussalam.

- 5.5 Ensuring the halal meat is stored separately from non halal meat at all times, in every slaughtering centre, place of storage, packing, during lifting, transportation, importation and storage in the container used for delivery to Brunei Darussalam. [Section 4 (8)] and [Rule 12].
- 5.6 Ensuring the seal used to lock the containers of the imported meat is secure and not open or broken upon the arrival of the meat to Brunei Darussalam. [Rule 13]
- 5.7 **Delivering the verified meat to the port and ensuring it's loading** onto the ship or into the container.

6. Verification of Import Permit and *Approved Permit (AP)* form

- 6.1 Before admitting the meat into Brunei Darussalam, the applicants must fill in a Permit and pay a fee of B\$50.00 to the Council [Rule 23 (1)]. And fill in an AP Customs Department form for verification by the Chairman of the Board of Issuing Halal Import Permit [First Schedule Rule].
- 6.2 Officers from Board of Issuing Halal Import Permit will conduct inspections at every control post for any meat that is imported into Brunei Darussalam. [Rule 6] and [Rule 9 (4)]
- 6.3 Officers from the Board of Issuing Halal Import Permit will ensure the quantity of the imported meat is as the amount stated in the permit.

7. Inspection during sale

- 7.1 Law enforcement officers from the Board of Issuing Halal Import Permit will constantly inspect the sale of meat in Brunei Darussalam. [Rule 22 (1)]
- 7.2 Applicants must always display their Halal Certificate and Halal Label during the sale of the meat in Brunei Darussalam. [Section 4 (7)]

8. Fee

- 8.1 The fees for getting the halal import permit, license, halal certificate, slaughtering certificate and halal label must be paid to the Islamic Religious Council of Brunei Darussalam as detailed in the Eighth Schedule. [Rule 23 (1)]

i.	Halal Import Permit	B\$50.00
ii.	License for local Halal Meat	B\$30.00

iii.	Halal Certificate	B\$20.00
iv.	Slaughtering Certificate	B\$10.00
v.	Per Halal Label	B\$0.02

Prepared by,
Secretariat
Board of Issuing Halal Import Permit
Halal Food Control Division
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Ministry of Religious Affairs
Brunei Darussalam.

**INFORMATION FORM FOR IMPORTING CHICKEN MEAT /
PROCESSED CHICKEN MEAT FROM FOREIGN COUNTRY INTO
BRUNEI DARUSSALAM**

1. BACKGROUND PROFILE OF SLAUGHTERING CENTRE

1.1 Name of company's slaughtering / processing centre and the full address.

1.2 Company is owned by:

- Muslim
- Non-Muslim
- Shared among the Muslim and Non-Muslim
According to percentage calculation;
 - % Muslim
 - % Non-Muslim

1.3 No. of Muslim worker person(s)

No. of Non-Muslim worker person(s)

1.4 No. of slaughterer person(s)

1.5 No. of Muslim worker cleaning the chicken person(s)

No. of Non-Muslim worker cleaning the chicken person(s)

1.6 No. of Muslim worker packing the chicken person(s)

No. of Non-Muslim worker packing the chicken person(s)

1.7 No. of Muslim worker processing the chicken person(s)

No. of Non-Muslim worker processing the chicken person(s)

2. METHODS OF SLAUGHTERING CHICKEN.

2.1 Stunning

Not using stunning

2.2 If using stunning, how much voltage is being used
[] Volt.

2.3 How many slaughtered chickens have undergone processing every day
[] chickens

3. SLAUGHTERING

3.1 How many chickens are slaughtered by every slaughterer
[] chickens a day

3.2 Working time of slaughterer every day [] hours.

4. Declaration

4.1 I / We, hereby declare that all the particulars and informations stated in this form is true.

.....
Name of officer who is responsible for the company / on behalf of and signed.

Date:

APPENDIX 'B'

INFORMATION FORM FOR IMPORTING BEEF, MUTTON / LAMB, DEER, OSTRICH AND ETC FROM FOREIGN COUNTRY INTO BRUNEI DARUSSALAM

1. BACKGROUND PROFILE OF SLAUGHTERING CENTRE

1.3 Name of company's slaughtering centre and the full address.

1.4 Company is owned by:

- Muslim
 Non-Muslim
 Shared among the Muslim and Non-Muslim
According to percentage calculation;
% Muslim
% Non-Muslim

1.3 No. of Muslim worker person(s)
No. of Non-Muslim worker person(s)

1.4 No. of slaughterer person(s)

1.5 No. of Muslim worker skinning the meat person(s)
No. of Non-Muslim worker skinning the meat person(s)

1.7 No. of Muslim worker packing the meat person(s)
No. of Non-Muslim worker packing the meat person(s)

1.7 No. of Muslim worker processing the chicken person(s)
No. of Non-Muslim worker processing the chicken person(s)

5. METHODS OF SLAUGHTERING.

2.1 Stunning
 Not using stunning

2.2 The use of stunning for

2.3 If using stunning, how much voltage is being used
[] Volt.

5.2 How many animals are slaughtered every day
[] animals

6. SLAUGHTERING

3.2 How many animals are slaughtered by every slaughterer
[] animals a day

3.2 Working time of slaughterer every day [] hours.

7. Declaration

4.2 I / We, hereby declare that all the particulars and informations above
stated in this form are true.

.....
Name of officer who is responsible for the company / on behalf of and signed.

Date: