

	Prime Certification and Inspection Asia Pacific Inc.			
	Prime Certification and Inspection Asia Pacific Inc. Makati City, Philippines Ph.: +632 8404 1002 Email: info@primeasiapacific.com Web: www.primegroup.ae			
Title	Procedure for Use of Certificates and Certification Marks - Annex: A			
Doc ref: QP-11A	Issue: 01	Revision: 03	Date: 08/07/2024	Page 1 of 7
Prepared by	Quality Assurance In-Charge/ Quality Assurance Officer		Approved by	Group Quality Assurance Manager

Usage of Halal Certificate and Halal Logo / Mark:

PCIAPI makes it clear to its clients that it owns exclusively its Certification Mark of Conformity as part of its certification system, along with *PCIAPI* certificate, and its certification scheme and the right to use *PCIAPI* Mark of Conformity is authorized only to the certified clients who signed the certification agreement and are approved for certification.

- *PCIAPI* Certification Mark is granted to Products or services meeting the applicable standards or requirements. It should be very clear that the certification mark will be used exclusively on certified products, so no confusion should happen between certified and non-certified products. Furthermore, usage of certification mark should be handled with extra care and attention.
- *PCIAPI* assures the controlled and accurate usage of its certification mark by continuous certification auditing, 1st and 2nd year annual surveillance and re-certification audit, besides Market monitoring, in a way that if any Intentional misuse of the mark happen by client necessary corrective actions will be taken on immediate basis.
- Client using *PCIAPI* Mark of conformity shall fully comply with requirements for the use of 3rd party marks available in ISO/IEC 17030, and ISO Guide 23, and ISO guide 27.
- *PCIAPI* Quality entitles its client to use Certification Mark on products covered by the appended license, as approved by *PCIAPI* for such products in accordance with the standards.
- *PCIAPI* entitles its client to use Certification Mark on products covered by the appended license, as approved by *PCIAPI* or such products in accordance with the standards.
- The stipulations of the general rules for the applicable certification scheme and all applicable related standards shall apply to the use of Certification Mark.
- Once Certified, *PCIAPI* agrees that that the related certified Facilities and products manufactured comply with the requirements of applicable standards specified in the license. Accordingly, it is a recognition and authorization for the applicant to mark the products covered by the license using *PCIAPI* Certification Mark
- It is the applicant responsibility to assure that for every and each time the products (for which the license is granted) are available, they should be produced within the same specifications and quality similar to the conditions and samples tested by *PCIAPI* and found to be in conformity with applicable standards.
- Printing of certification mark shall be performed within the same presentation listed below (size, colors & dimensions), using materials assuring the accurate and sharp production of the mark.

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OPTION: 01

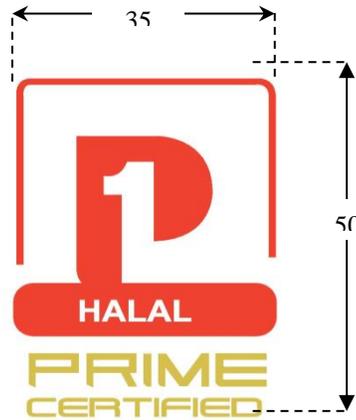


Figure: 01

- To ensure the above is met, upon approval for certification and prior to issuance of certificate, the certification Mark is handed over to client in a Soft Copy format.
- Upon signing this certification agreement, applicant declares of fully understanding the requirements, terms and conditions, usage policy of safeguarding *PCIAPI* Certification Mark and commit to fully comply with them and not to make any statement or act in any way that may be considered misleading. Furthermore, applicant agrees and recognizes the use of its certification mark upon certification approval decision.
- Promotional and marketing purposes (either constant : brochures, letterheads, flyers, website, etc. . . , or variant events : exhibitions ,etc. . .) using *PCIAPI* Certification Mark are accepted by *PCIAPI* with no objection under the condition of providing the certificate no along with the certification mark in case of such activities. This use shall be done within the accepted conditions mentioned above, such advertisements can be placed on display panel of the certified products, on the secondary or packaging , on company publicity materials such as brochures, company profiles, reports, exhibition materials, flyers, banners, roll-ups etc. ,on corporate electronic media such as in website, internet ,on the internal walls and doors of the factory/ offices, on company vehicles ,on company communication documents such as letterheads, stationeries etc.
- The Certification mark / Halal mark should be printed clearly on all certified Halal products and labeled on each box/package
- The client should print the colored mark suitable to its packaging as long as it does not change the original specifications of the mark.
- The client may be exhibited the Halal mark / certificate at the entrance of the establishment
- The client shall not copy the granted Halal certificate in a way that would hinder its legibility or shall tamper the original copies or photocopies of the Halal certificate. He / she shall not translate the certificate and/or test reports other languages without prior review and consent from the *PCIAPI*.

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- *PCIAPI* will conduct continuous monitoring on certified products to ensure correct use of its Certification Mark.
- Instructions or other user information accompanying the product and related to the certification scheme shall be approved by *PCIAPI*
- In case of any doubts regarding the use of the logo, prior written approval shall be granted by *PCIAPI* to prevent misuse and subsequent corrective action.
- The Certification Body may provide the Mark along with the Accreditation Body's mark, in which case, the customer shall ensure that the Mark in no way to state, imply or suggest that the Accreditation Body accepts the responsibility for the accuracy of the Certification / Inspection decisions covered by the scope of the certification.

OPTION 2 – For Export Halal Product

THE PRODUCT LOGO



1. PNS Halal Certificate issued by the *PCIAPI* remains the property of the CB. This certificate must be return within one week upon request of the issuing CB following the expiry of the certificate and/or during the collection of newly approved certificate and/ or any part thereof is not transferable.
2. PNS Halal certificate issued by *PCIAPI* is valid for three (3) years subject to annual periodic audit. The Halal certificate issued maybe suspended, revoked, rejected, or renewed as maybe applicable depending on the assessment and evaluation of the CB in accordance with the Manual of Procedures for Philippines National Halal Certification Scheme of 2018
3. The original and valid certificate shall be always displayed at the address states on the certificate, it shall not be displayed outside the certified premises as such; photocopied and or expired Halal certificate must not be displayed outside the premises.
4. The certificate holder may request for additional copies of its certificate from the issuing CB at a stipulated administrative fee which will be determined by the CB.
5. In case of lost Halal Certificate, holder must submit as affidavit of loss and must copy furnish the issuing CB.
6. In event of any breach or violation of the terms and condition of the Halal Certificate issued, including those required of this Manual and/or with relevant Halal Standard, the issuing CB reserves the right to revoke, suspend or withdraw the certificates issued and it must be returned to the issuing CB within one week after the receipt of notice.
7. The certificate holder is responsible in ensuring that the Halal certificate issued is well-kept and not abused in any manner.

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Monitoring and Enforcement

For monitoring and enforcement requirement will refer to **Manual of Procedures for Philippines National Halal Certification Scheme of 2018** and PCI-API established system.

Condition on the Use of Halal Logo and the Philippines Halal Certification logo

The use of the Philippine Halal Logo shall be governed through the **Guidelines on the Use of the Philippine Halal Logo** issued by **Philippine Halal Export Development and Promotion Board**.

Note: Philippine Halal Logo will be applied to the certificates and products once the applicant is certified (establishment).

A. Specification of Philippine Halal Logo for Export– (PAB)

1. Size of the Philippine Halal Logo



2. Color Specification of Philippine Halal Logo

CMYK (PRINT)		RGB (WEB)	
			
<i>Process Color</i>	<i>Process Color</i>	<i>Process Color</i>	<i>Process Color</i>
C=85	C=0	R=0	R=35
M=10	M=0	G=161	G=31
Y=100	Y=0	B=75	B=42
K=0 2	K=100		

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3. Type face of Philippine Halal Logo

OPENSANS FONT FAMILY

Opensans (Demi)

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890!@£\$%^&*()

Opensans (Bold)

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890!@£\$%^&*()

Opensans (Semibold)

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890!@£\$%^&*()

Opensans (Regular)

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz

1234567890!@£\$%^&*()

B. *Compliance with the design, distance, and size of the Philippine Halal Logo*

- a. *The Philippine Halal Logo shall only appear in the prescribe color and font*
- b. *The Philippine Halal Logo shall at least be of the same size as the certification mark of the Halal certifying Body.*
- c. *The Philippine Halal Logo shall be clearly visible.*

C. *Use of the Philippine Halal Logo shall adhere to the Republic Act 10817 and its implementing rules and Regulation, the following shall be governing the use of the Philippine Halal Logo.*

- a. *The Philippine Halal Logo shall be used only on the product being certified for export as Halal by PCI-API, the use of The Philippine Halal Logo shall together with the PCI-API logo (If necessary) is subject to the rules of the importing country.*
- b. *The use of certification Mark issued by PCI-API shall be without prejudice, provided that it is consistent under the guidelines of this document and Philippine Halal Export Development and Promotion Board resolution No. 01 Series of 2019. – Guidelines on the use of Philippine Halal Logo*
- c. *PCI-API will ensure the compliance of the Halal certified client in using the Philippine Halal Logo and will stipulated on the agreement.*
 - i. *Only Halal product certified for export shall use the Philippine Halal Logo*
 - ii. *The use of Philippine Halal Logo and PCI-API certification mark shall be verified during certification audit, surveillance, market monitoring, loading inspection, and special audit.*

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- iii. *The Philippine Halal Logo must be printed directly on the Product label.*
- iv. *The Philippine Halal Logo can be use in the advertisement, and various media during the period of the validity of the Halal certificate considering that no form of advertisement will violate the provision of the guidelines, manual procedures of the Philippine National Halal Certification Scheme of 2018, other applicable standard and Shariah Guidelines*
- v. *In case of revocation, cancellation, withdrawal, suspension, or non-renewal of the Halal certificate, PCIAPI, has a right to issue an advisory letter of cease and desist within 24 hours from using the Philippine Halal Logo and recall all their Halal product for export in the market, at port of the origin or destination within reasonable time as may agreed by the client and PCIAPI*

B. Specification of Philippine Halal Logo for Local Consumption – (PAB)

The Philippine Halal Logo as illustrated in Option 3 was adopted by PCIAPI. It shall be printed on every Halal-certified product together with the PCIAPI logo.

OPTION 3 – For Local Halal Product

The Sun Rays represent the sun in the Philippine Flags.

The Three Stars represent the three main island groups of the Philippines

The Arabic Text translates to Halal.



PRIME-0552021

The use of NCMF halal Logo shall be complied in the following.

1. *The NCMF Halal Logo shall appear in the given color and font especially the Arabic text.*
2. *The Halal logo shall always be clear and visible in affixing to the product certified as Halal.*
3. *Only Halal products which are declared to be certified during application shall bear the halal logo.*
4. *Beneath the NCMF Halal Logo is the name of its accredited HCB authorized to use Halal Logo.*
5. *PCIAPI shall safeguard all its client to obtain a written approval before its use or reproduction.*
6. *PCIAPI will ensure that Halal logo is used properly and will monitor its illegal and unauthorized used*

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Document Traceability

Sr. No.	Description of Changes	Revision No	Date of Revision	Reason for Changes
1	New Document	0	15-12-2020	New establish Document
2	<i>Condition on the Use of Halal Logo and the Philippines Halal Certification logo</i>	1	30-09-2021	<i>Inclusion of Philippine guidelines in using Halal Logo for Export and Local Consumption</i>
3	Updated the header	2	12-12-2023	Updated company details (phone number)
4	Updated the Title Header.	3	08-07-2024	Align with the current function in the organization.

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