



## HALAL INTERNAL AUDITING TRAINING



MTBM Group Sdn. Bhd. (1600656-M)

Level 8, MCT Tower, Sky Park, One City, Jalan USJ 25/1, 47650 Subang Jaya, Selangor

**Course Title:** Halal Internal Auditing Training

**Course Validity:** 3 Days

**Validity:** Not Applicable

**HRD Corp Scheme:** Claimable

## **INTRODUCTION**

This training equips participants with the knowledge and skills needed to conduct effective internal Halal audits aligned with JAKIM's Manual Prosedur Pensijilan Halal Malaysia (MPPHM), Halal Assurance System (HAS), MS 1500, MS 2424, MS 2200, MS 2400, and ISO 19011 auditing guidelines. Participants will learn Halal audit planning, checklist development, Shariah and technical compliance auditing, documentation review, Halal control point (HCP) verification, supplier auditing, contamination risk assessment, reporting, nonconformity writing, and CAPA evaluation. This course strengthens readiness for internal, external, and JAKIM surveillance audits.

## **OBJECTIVE(S):**

- Understand Halal audit requirements from MPPHM, HAS & Halal standards.
- Learn Halal auditor competencies & ISO 19011 auditing principles.
- Develop skills in planning, conducting, and reporting Halal internal audits.
- Audit Halal control points (HCPs), documentation & operational compliance.
- Verify Halal raw materials, suppliers, logistics, production & sanitation controls.
- Identify nonconformities and write clear, evidence-based audit findings.
- Evaluate corrective actions and strengthen continual Halal compliance.

**TARGET GROUP(S):**

- Halal Executives & Internal Halal Committee
- QA/QC Personnel
- Production / Warehouse / Logistics Supervisors
- Compliance & Regulatory Personnel
- Anyone responsible for Halal audits & certification maintenance

**ENTRY REQUIREMENT(S):**

- Able to read, write, and communicate in Malay/English
- Preferably basic Halal knowledge (advantage)

**TOPIC(S):**

1. Introduction to Halal Internal Auditing
2. Overview of MPPHM, HAS & Halal Standards (MS1500, MS2424, MS2200, MS2400)
3. ISO 19011 Auditing Principles & Auditor Competency
4. Halal Internal Audit Programme Planning
5. Developing Halal Audit Checklists
6. Auditing Shariah Requirements & Halal Critical Points
7. Auditing Ingredients, Raw Materials & Suppliers
8. Auditing Processing, Hygiene, Sanitation & Sertu/Samak
9. Auditing Documentation, Traceability & Records
10. Identifying Nonconformities & Writing Audit Findings
11. Corrective Actions, Root Cause Analysis & Verification
12. Halal Internal Audit Simulation (Practical)
13. Preparing for JAKIM Certification & Surveillance Audits

**LIST OF REFERENCE BOOK(S):**

- MPPHM 2020
- JAKIM Halal Assurance System (HAS)
- MS 1500:2019 Halal Food
- MS 2424 Halal Pharmaceuticals
- MS 2200 Halal Cosmetics
- MS 2400 Halal Supply Chain
- ISO 19011:2018 Auditing Guidelines

**LIST OF TEACHING AID(S):**

- LCD projector
- Computer
- Whiteboard with accessories

**METHODOLOGY(S):**

- Lecture
- Group discussions
- Case studies
- Practical audit simulation
- Evidence-based evaluation exercises

## TRAINING SCHEDULE

### Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration & Introduction
9:00 am – 9:45 am	Topic 1: Introduction to Halal Internal Auditing
9:45 am – 10:30 am	Topic 2: Halal Standards (MS1500, MS2424, MS2200, MS2400)
10:30 am – 10:45 am	<b>Morning Tea Break</b>
10:45 am – 11:30 am	Topic 3: MPPHM Requirements & HAS Overview
11:30 am – 12:30 pm	Topic 4: Auditor Roles, Ethics & ISO 19011
12:30 pm – 1:30 pm	<b>Lunch Break</b>
1:30 pm – 2:30 pm	Topic 5: Internal Halal Audit Programme & Planning
2:30 pm – 3:30 pm	Topic 6: Developing Effective Halal Audit Checklists
3:30 pm – 3:45 pm	<b>Afternoon Tea Break</b>
3:45 pm – 5:00 pm	Workshop 1: Creating Halal Audit Questions

## TRAINING SCHEDULE

### Day 2

Time	Activity / Topic
8:30 am – 9:00 am	Recap of Day 1
9:00 am – 9:45 am	Topic 7: Auditing Ingredients, Raw Materials & Suppliers
9:45 am – 10:30 am	Topic 8: Auditing Hygiene, Sanitation & Sertu/Samak
10:30 am – 10:45 am	<b>Morning Tea Break</b>
10:45 am – 11:30 am	Topic 9: Auditing Production, Packaging & Warehousing
11:30 am – 12:30 pm	Topic 10: Auditing Documentation & Traceability Records
12:30 pm – 1:30 pm	<b>Lunch Break</b>
1:30 pm – 2:30 pm	Topic 11: Halal Risk Assessment, CCPs & HCPs
2:30 pm – 3:30 pm	Topic 12: Supplier & Logistics Halal Audit Requirements
3:30 pm – 3:45 pm	<b>Afternoon Tea Break</b>
3:45 pm – 5:00 pm	Workshop 2: Conducting a Mock Halal Audit (Part 1)

## TRAINING SCHEDULE

### Day 3

Time	Activity / Topic
8:30 am – 9:00 am	Recap of Day 2
9:00 am – 9:45 am	Topic 13: Identifying NCs & Writing Audit Findings
9:45 am – 10:30 am	Topic 14: Corrective Action, Root Cause & Verification
10:30 am – 10:45 am	<b>Morning Tea Break</b>
10:45 am – 11:30 am	Topic 15: Audit Closing Meeting & Reporting
11:30 am – 12:30 pm	Topic 16: Preparing for JAKIM Certification/Site Audit
12:30 pm – 1:30 pm	<b>Lunch Break</b>
1:30 pm – 2:30 pm	Topic 17: Post-Audit Review & Continual Halal Compliance
2:30 pm – 3:30 pm	Topic 18: Maintaining Halal Integrity Throughout the Supply Chain
3:30 pm – 3:45 pm	<b>Afternoon Tea Break</b>
3:45 pm – 5:00 pm	Final Simulation: Full Internal Halal Audit (Audit Report & Presentation)