



UGANDA HALAL BUREAU

HALAL CERTIFICATION

Document Title BUTCHERY/ABATTOIR OPERATING FORM Document No. **HC/BOF/00**

Document Name APPLICATION FORM Issue No. 00

APPLICATION FOR CERTIFICATE TO USE THE HALAL MARK FOR THE UGANDA HALAL BUREAU: BUTCHERY

1. BUSINESS Name in Full: _____
2. Business Status (partnership/Ltd etc.): _____
3. City / Municipal Council License No: _____
4. Trading Name (If different from above): _____
5. Postal Address: _____

6. Physical Address: _____



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7. Tel: _____ 8. Fax: _____

9. Code: _____ 10. Mobile Phone No: _____

11. E-mail _____ 12. Species Slaughtered

13. Days of trading – Please tick days and state opening times below each day

MON	TUE	WED	THUR	FRI	SAT	SUN

14. Number of animals slaughtered per day:



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Animal	QUALITY PER DAY

NB; All additional products should be included on an additional sheet

15. Details of value-added products (if applicable) yes / no: _____

(If yes, please provide a complete list of products and ingredients per products, together with supplier / manufacturer details). Refer to page 3 – please use additional sheets if required.

16. Cutting / deboning facility on site: (if applicable) state yes / no: _____



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We, the **authorized representatives of applicant** declare that the information given above is true and shall comply with the requirements for certification and abide by the terms and conditions and any amendments leading to the Halal Certification of our product(s)/service(s). We agree to supply any other information needed for evaluation of the products to be certified.

We understand that by virtue of this application, we accept to cater for all costs incurred during the process of certification prior to the on-site audit of our production facility by **UHB**.



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We also understand that by virtue of this application We duly authorize **UHB** where necessary and in their sole discretion to approach other recognized Muslim Authorities or any supplier or manufacturer of any equipment or feeds or other peripherals used by the applicant to verify its conformity with Halal standards set by **UHB**.

Name: _____



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Position: _____

Signed: _____ Date: _____

For and on behalf of: _____

Kindly endorse with company rubber stamp:

Please return the completed application form together with your non-refundable application fee of Ugshs. 50,000/= to: UHB P.O. Box 163051 Kampala – Uganda.



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Butchery Return Form

	Product	Supplier	Telephone No.	Email	Remarks
1	Red meat: Mutton				



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	Beef					
2	De – boned Meat:					
3	Fats:					
4	Offal:					
5						



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	Poultry: Fresh				
6	Poultry:				
7	Casings:				



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Please return the completed application form together with your non-refundable application fee of Ug shs 50000/= to: UHB P.O.BOX 163051 Kampala Uganda.

- Strictly Confidential:

UHB, undertake to treat information supplied by or obtained from the application in respect of its processes, trade secrets, prices and operations in the strictest confidence and will not divulge such information for the benefit of any other person or company.

CERTIFICATION PROCESS

Certificates will be issued after 1 month observation from this date of application. During the observation period, inspection and all preparation work shall take place accordingly.

Certificates will be issued only after satisfaction of the required conditions as advised by UHB and stipulated in the memorandum of agreement.



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A Muslim supervisor will be deployed on commencement of certification. The Muslim Supervisor will be employed by UHB but will work at the institution on a supervisory position.

APPLICANT IS TO PROVIDE THE FOLLOWING INFORMATION AND ATTACH NECESSARY SUPPORTING DOCUMENTS
Sample of Plastic bag, if any
Sample of Company's Logo
Number of animals slaughtered daily
Number of Muslim slaughterers
How long have they been employed?
Who slaughters when they are not available?
What happens to stick or dead animals?



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Are animals stunned before slaughtering? If yes, what is the method of stunning?
How long does it take to slaughter an animal after it has been stunned?
Who are the usual customers?
How are the carcasses delivered to customers?
What else do you stock, slaughter and sell apart from the one mentioned?
Any other information you would like to include in this application besides the above?



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For office use only

Date received.....

Received by..... comments.....