



FOOD SAFETY SYSTEM CERTIFICATION PRE-CERTIFICATION CONTRACT

1. TYPE OF FOOD SAFETY CERTIFICATION

a) Please tick (✓) to indicate type(s) of Food Safety Management System certification sought

MS 1480 (HACCP) ISO 22000 (FSMS) MS 1514 (GMP)

MS 1480 (HACCP) & MCS HACCP (Ministry of Health Malaysia)

2. DETAILS OF COMPANY

a) Name of Company : _____

b) Address : _____

3. TERMS AND CONDITIONS ON PRE-CERTIFICATION CONTRACT

3.1. OBLIGATIONS OF COMPANY

3.1.1 The Company agrees to:

- a) comply at all times with all the statutory and regulatory requirements applicable to its scope of operation;
- b) comply at all times with the Terms and Conditions of this Pre-Certification Contract;
- c) document and maintain a Food Safety system in accordance with the requirements of the standard for which certification is sought;
- d) make available copies of all or any part of documents related to the management and operations of the food safety system for use by SIRIM QAS International representative(s) during audits and shall provide the same to SIRIM QAS International whenever required for reference purposes;
- e) notify SIRIM QAS International within **two (2) months** from its occurrence of any changes of information contained in the above documentation in 3.1.1. a) to d) including but not limited to change in legal, commercial or ownership status, name, address or location of facilities of the Company, scope of products and operations;
- f) permit representatives of SIRIM QAS International to have access during working hours to the location of facilities of the Company.

3.2 OBLIGATIONS OF COMPANY APPLYING FOR MCS HACCP CERTIFICATION BY MINISTRY OF HEALTH

3.2.1 In addition to 3.1.1 a) to f), the Company agrees to:

- a) undergo annual surveillance audits conducted by SIRIM QAS International;
- b) undergo separate recertification audits in the third year of certification conducted by SIRIM QAS International (for the certificate issued by SIRIM QAS International) and Ministry of Health (for the certificate issued by Ministry of Health) prior to the expiry of the Validity Period;
- c) use the Audit Services of SIRIM QAS International for at least two (2) certification cycles comprising of six (6) years from the date of the initial award of the HACCP Certification;

- d) reapply to Ministry of Health for the MCS HACCP certification in the event the Company decided at any time during the six year period that it does not want to continue using the Audit Services of SIRIM QAS International for the annual surveillance or recertification audits as and when they become due.

3.3 OBLIGATIONS OF SIRIM QAS INTERNATIONAL

3.3.1 SIRIM QAS International shall:

- a) provide all necessary information concerning the Food Safety system procedures relating to the conduct of Food Safety System Certification to the Company upon request;
- b) review all submitted documentation by the Company to ensure that all elements of the Food Safety Systems are addressed satisfactorily and fully meets the intent of the Food Safety Standards;
- c) ensure that all non-conformities raised during the on site audit are satisfactorily resolved before granting Food Safety Certification;
- d) in the case of Company applying for MCS HACCP certification; make recommendation to Ministry of Health for the award of the MCS HACCP certification after the Company has been granted the HACCP Certification by SIRIM QAS International.

3.4. Declaration:

- a) I hereby declare that the information provided in the Questionnaire, which was previously submitted, is still valid.
- b) I undertake to comply with the provisions of the Certification Agreement, a copy of which has been made available to me.
- c) I agree to pay all fees/costs connected to the certification process.
- d) I agree to abide to all the obligations stipulated in 3.1 and 3.2 above.

I enclose herewith a cheque no. _____ for RM_____ made payable to SIRIM QAS International Sdn. Bhd. as detailed in the quotation #_____.

Signature of authorised representative : _____ Date : _____

Name : _____ Position : _____

Please return form duly completed to:
Head,
Sales and Business Development Section
Management System Certification Department
SIRIM QAS International Sdn. Bhd.
SIRIM Complex
1, Persiaran Dato' Menteri
P.O. Box 7035
40700 Shah Alam
Selangor Darul Ehsan