
	Halal Center Quality Certification			
	Title: Confidentiality and Impartiality Policy			
	Doc ref: HCQC/02/02	Issue: 01	Rev: 00	Date: 15th October 2021
	Prepared by: Quality Manager		Approved by: Certification Manager	

Halal Center Quality Certification (HCQC) understands the importance of impartiality in carrying out activities for the Halal Certification and effectively manages the potential conflict of interests and ensures complete objectivity for the Halal Certification activities. HCQC has developed and implemented procedures in compliance with the requirements of Halal Standards.

- HCQC identifies, analyzes, and documents any possible conflict of interests that arise from certification processes including the established relations. If some relations create potential impartiality threats, HCQC documents and eliminates such threats. It is necessary, to cover all possible source of conflict of interests' that are identified regardless of their origin". HCQC requires all employees and contractors to comply with the impartiality rules as well as with all other procedures and requirements.
- HCQC shall not undertake any activity that could endanger the impartiality and/or represent a potential conflict of interests. In case where certain situations create unacceptable impartiality threat, the certification activity shall not be conducted.
- HCQC shall not certify another certification body for its activities related to Halal Management System Certification. HCQC shall not allow in any way conducting activities that are conflict of interests such as advertising or providing management system consultant services. HCQC shall take action to correct inappropriate claims by any consultancy organization stating or implying that certification would be simpler, easier, faster, or less expensive if HCQC were used. When potential impartiality threat arises, HCQC takes all possible measures to eliminate it.
- HCQC shall not certify organizations where HCQC is a part of, or it is a member. HCQC shall not provide internal audits for its certified clients. HCQC shall not provide certification services to a customer when relations between the consulting company and HCQC could lead to impartiality threat. HCQC does not receive directly or indirectly any financial support other than the charges of its services from the clients.
- HCQC does not pay any commissions to consultants therefore there can be no pressure exercised on HCQC by consultants. HCQC shall not allow any pressure from other certification bodies to influence the certification process in the organization. If other HCQC declines to provide service for customer and the customer requests the same service from HCQC, then HCQC shall

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investigate the reasons for declining before performing any other certification activities for the respective customer. In all cases HCQC shall not allow any pressure from partners and others if the client follows applicable documents and procedures.

- HCQC shall not allow pressure from customers and / or consulting organizations. If there is such pressure than HCQC will apply requirements of Halal Standards and internal procedures to eradicate such practice. HCQC will undertake any necessary actions against all threats for the independence and the impartiality.
- HCQC agree to treat as strictly confidential all documentation and information provided by any client except as required by law or in demonstrating conformance with the requirements of accreditation. HCQC and all employees will neither copy any documentation nor divulge any information to any third party without the written prior consent of the Client.

Top management of HCQC is committed to full compliance with this statement.



Approved By
Certification Manager