

**FREQUENTLY ASKED QUESTIONS (FAQ)
ON GOOD MANUFACTURING PRACTICE (GMP)**

1. What is GMP?

GMP refers to Good Manufacturing Practice which is a set of regulations, codes, and guidelines that control the operational conditions within an establishment allowing for the production of quality products.

2. Why do you choose GMP?

- a) Prove organization's management capabilities in product quality, safety assurance
- b) Enable employees to develop good production/operations habits
- c) Reduce safety risk in product quality and safety
- d) Timely detect production and management problems, reduce cost
- e) Better understand and comply with the relevant laws and regulations
- f) Enhance the international credibility and public image
- g) Increase customer's long-term confidence in the enterprise

3. Which Malaysian Standard should be referred to when it comes to GMP for food?

MS 1514:2019 GMP for Food

4. Who is eligible to apply for GMP for food?

GMP application is open to any food premise owner that owns a factory level premise.

5. Who are the stakeholders involved in GMP?

Industry, Government (Ministry of Health), Consumers

6. Where can I apply GMP for food?

Kindly visit <https://fosim.moh.gov.my> for GMP application for food.

7. How is the application process for GMP certification?

Kindly refer to Figure 1.

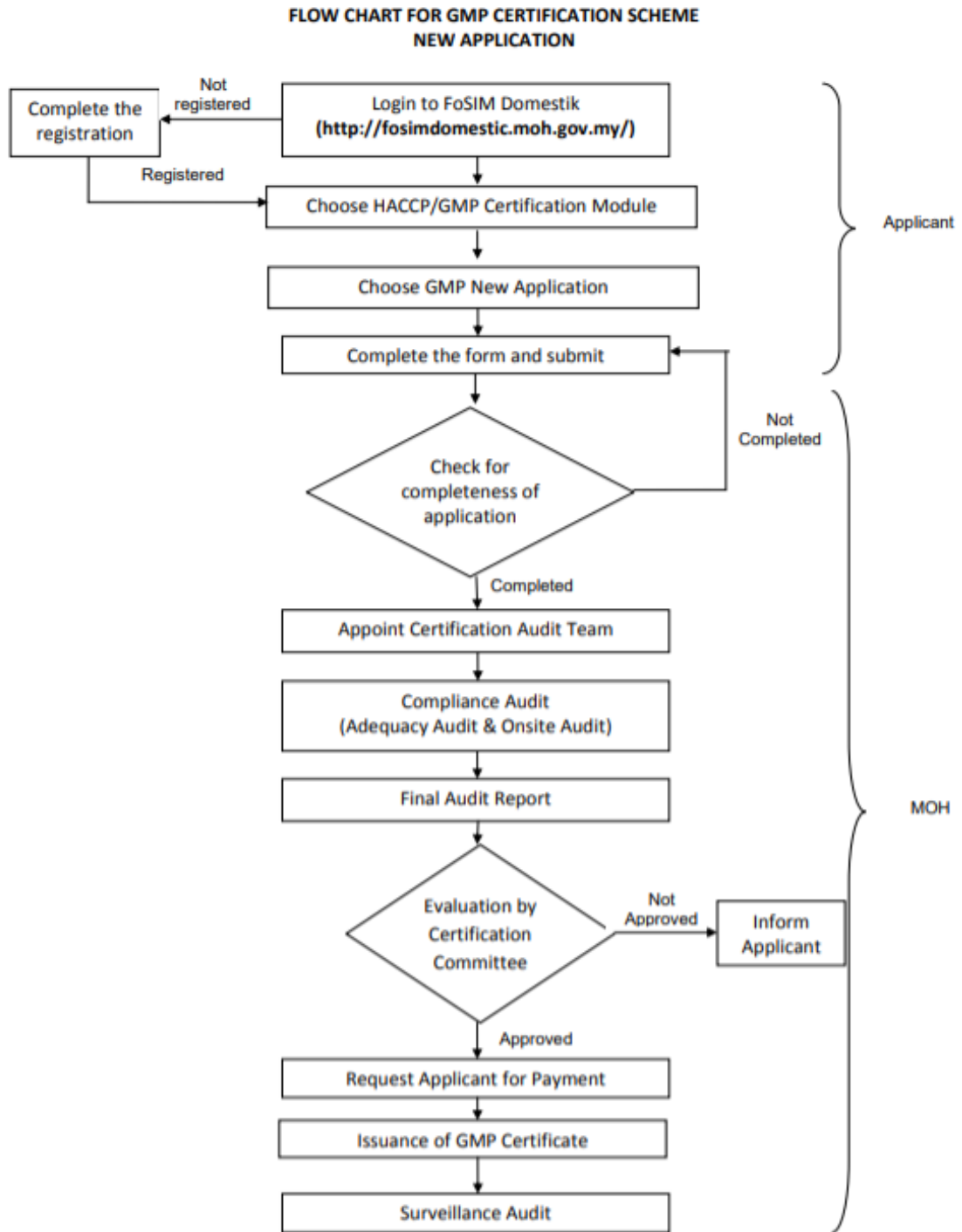


Figure 1. Flow chart for GMP certification (new application)

8. How long does the process of GMP application take?

It takes around three (3) to six (6) months, but it is subjected to the current workload of the certification department of the Ministry of Health.

9. What are the elements involved in GMP for food?

- a) Design and facilities
- b) Control of operation

- c) Maintenance, cleaning and sanitisation
- d) Personal hygiene
- e) Transportation and distribution
- f) Product information
- g) Training
- h) Internal inspection
- i) Management review
- j) Legal requirements

10. What are the documents needed for GMP application?

- a) Copy of SSM certificate
- b) Copy of business license from local council
- c) Copy of annual financial statement / annual turnover
- d) List of raw materials
- e) List of packaging materials
- f) List of finished products
- g) Copy of Food Handling Training Programme certificate
- h) Copy of Anti-Typhoid vaccination report
- i) Process flow chart & production procedures
- j) Packaging artwork for finished products
- k) Factory layout plan (including equipment and machinery)
- l) Pest control layout
- m) Company organisational chart
- n) Approved supplier list (raw materials & packaging materials)
- o) GMP manual

11. How much do I need to pay for GMP application (for F&B)?

COST	LARGE INDUSTRIES*	SMALL MEDIUM ENTERPRISE**	MICRO ENTERPRISE***
PROCESSING FEE	RM -	RM -	RM -
NEW APPLICATION PAYMENT	RM 4,700	RM 3,500	RM 2,300
RENEWAL APPLICATION PAYMENT	RM 3,500	RM 2,600	RM 1,800
SURVEILLANCE APPLICATION PAYMENT	RM 1600	RM 1600	RM 1600

* With > 150 permanent workers and an annual turnover of ≥ RM 25,000,000

** With < 150 permanent workers and an annual turnover of between RM 250,000 and RM 25,000,000

*** With < 5 permanent workers and an annual turnover of < RM 250,000

12. What are the general requirements to apply GMP for food?

- a) Establishment has to be registered with the Ministry of Health at <https://fosim.moh.gov.my>;
- b) Establishment has to have a license from the local council/approval from other government agencies;
- c) Establishment has to be registered with the Companies Commission of Malaysia (SSM);
- d) Implementation of the GMP system at least three (3) months prior to the application;
- e) Establishment must obligate to the related laws and regulations of Malaysia; and
- f) Establishment has to have a GMP manual with a certain minimum content.

13. How long does the validity of the HACCP certificate last?

The validity of HACCP Certification is three (3) years. It will varies when it comes to additional products and under certain conditions.

14. When is the suitable time to renew the GMP certificate? And where to renew?

Renewal of GMP certificate can be done as early as six (6) months before the certificate's expiry date and the renewal process can be done via <https://fosim.moh.gov.my>

15. If I am a restaurant owner, am I eligible for GMP application for my restaurant?

No, you are not required to apply GMP for the restaurant as GMP only applies to factory level food premises.

16. I have a GMP certified fruit juice factory based in Kajang and I would like to establish another similar factory at Skudai, can the current GMP certification applies to the new factory as well?

No, you have to undergo the application process again for the new factory although both factories are similar.

17. Under which situation(s) can cause termination of the GMP certification?

- a) The premise is found not operating more than six (6) months consecutively or shut down;
- b) The location of the premise is changed;
- c) The applicant has failed to obligate the requirements and regulations under the GMP certification scheme of the Ministry of Health;
- d) Causing confusion or misusing the GMP logo on the product or advertisement or any printing materials; and
- e) The applicant has failed to comply with the relevant laws and regulations in Malaysia and/or export countries.

18. Can I put the GMP logo on my product during the GMP application?

No, it is considered as an act of misusing the GMP logo.

19. Can I make my own GMP logo once I've gotten the GMP certification from MOH?

No, you must follow the logo specifications (Figure 2) as set by the GMP certification scheme by MOH.

Saiz, Bentuk dan Warna Bagi Logo Skim Pensijilan GMP KKM

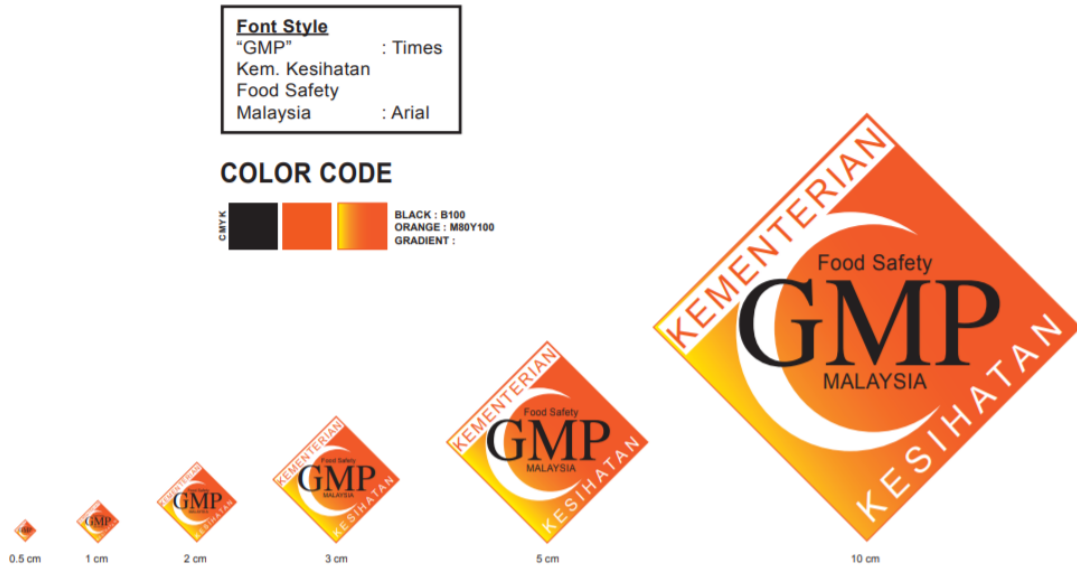


Figure 2. Logo specifications of GMP logo

20. If I apply for GMP, can I get a MeSTI certificate?

Yes, you are entitled to get MeSTI fast track without audit.