

**FREQUENTLY ASKED QUESTIONS (FAQ)  
ON HAZARD ANALYSIS CRITICAL CONTROL POINT (HACCP)**

**1. What is HACCP?**

HACCP is a risk management tool primarily used to manage food safety risks (biological, chemical, physical and allergen). A HACCP system allows you to identify hazards and put in place controls to manage these throughout your supply chain during production.

**2. Why do you choose HACCP?**

- a) Obtain priorities in the Health Certificate application for export purposes by shortening the issuing period of certificates to three (3) days compared to 21 days for industries that have not been certified HACCP.
- b) The HACCP logo can be used on products that have been accredited.
- c) One of the requirements in obtaining No.EU for export purpose to the EU.
- d) Made it easy to get export certificates such as the Free Sales Certificate, GMO Certificate, Heat Process Meat Certificate and others.
- e) Strengthen and support other quality assurance systems such as ISO and HALAL.
- f) Able to compete with other countries in the global food market.

**3. Which Malaysian Standard should be referred to when it comes to HACCP?**

- a) MS 1480:2019 Food Safety According to Hazard Analysis and Critical Control Point (HACCP) System (Second Revision)
- b) MS 1514:2019 Good Manufacturing Practice (GMP) for Food

**4. Who are the stakeholders involved in HACCP?**

Industry, Government [Ministry of Health (MOH)], Consumers, Supplier

**5. Where can I apply for HACCP?**

Kindly visit <https://fosim.moh.gov.my/fssm/public/home> for the HACCP application.

**6. How is the application process for HACCP certification?**

Kindly refer to Figure 1 & 2.

**FLOW CHART FOR APPLICATION OF NEW CERTIFICATION**

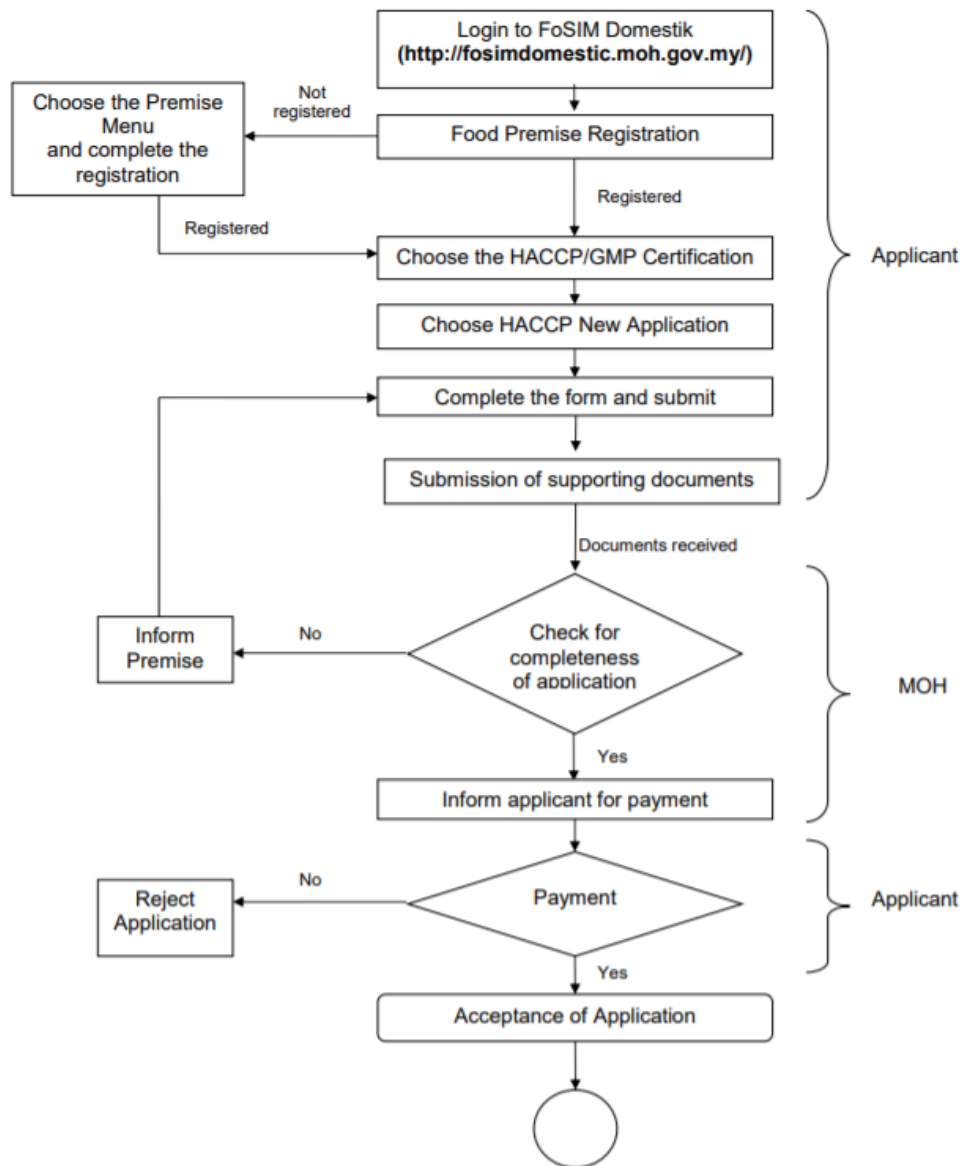


Figure 1. Flow chart for HACCP certification (new application)

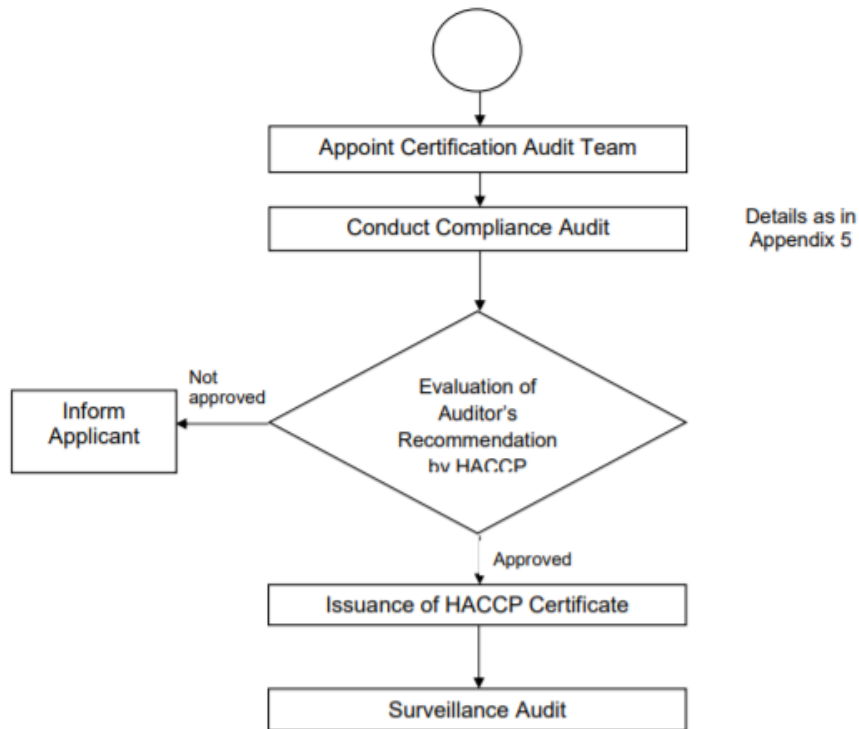


Figure 2. Flow chart for HACCP certification (new application) (continue)

**7. How long does the process of HACCP 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 MOH.

**8. What are the seven (7) principles in HACCP?**

- a) Conduct hazard analysis
- b) Identify critical control points (CCP)
- c) Establish critical limit
- d) Establish monitoring procedures
- e) Establish corrective actions
- f) Establish verification procedures
- g) Establish record-keeping procedures

**9. What are the documents needed for HACCP application?**

- a) Copy of SSM certificate
- b) Copy of business license from local council
- c) Company Audited Account
- 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) PRP manual
- n) HACCP manual

**10. What are the fees involved in HACCP application?**

Kindly refer to Table 1.

Table 1. Fees involved in HACCP application

Item	Big Industry*	Small Medium Industry**
New application <sup>a</sup>	RM 5,400.00	RM 4,000.00
Renewal <sup>a</sup>	RM 4,000.00	RM 3,000.00
Additional product	RM 2,750.00	RM 2,550.00
Surveillance	RM 1,800.00	RM 1,800.00
Item	Peninsular Malaysia	Sabah & Sarawak
Auditor expenditure <sup>a</sup>	RM 3,420.00	RM 4,040.00
Reprint certificate	RM 100.00	

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

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

(<sup>a</sup>) Auditor expenditure is applicable for new application and certification for additional products. It includes airfares, food, accommodation, mileage, and other costs incurred by the auditor such as follow-up audit.

**11. What are the criteria to apply HACCP?**

- a) Establishments shall be registered with the Ministry of Health Malaysia via the online system at <https://fosim.moh.gov.my>;
- b) Establishment is registered with the Companies Commission of Malaysia [Suruhanjaya Syarikat Malaysia (SSM)];
- c) Establishments shall be licensed with local authorities;
- d) Establishments processing Packaged Drinking Water, Natural Mineral Water and Ice shall obtain valid licensed from MOH prior to application;
- e) The HACCP system shall be developed based on the Malaysian Standard MS1480 and any other requirements imposed by the importing country(s);
- f) PRP system shall be in place and documented based on the MS 1514 for food and/o r any other requirements imposed by the importing country(s);
- g) The HACCP and PRP Manual shall be available. The Manual shall be duly signed and dated by the company management with executive responsibility; and

- h) The HACCP system and PRP system should have been implemented, records are available and maintained for a minimum of three (3) months prior to application.

**12. 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.

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

Renewal of HACCP certificate can be done as early as six (6) months before the certificate's expiry date and the renewal process can be done via <http://fosimdomestic.moh.gov.my>. Once certification is expired, the application is treated as a new application.

**14. I have a HACCP certified prawn cracker snack factory based in Kajang and I would like to establish another similar factory at Skudai, can the current HACCP 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.

**15. Under which situation(s) can cause termination of the HACCP certification?**

MOH has the right to suspend/ revoke/ terminate the certification under the following circumstances:

- a) The certified establishment has manufactured products that are not in compliance with the Food Act 1983 and its regulations;
- b) The certified establishment's HACCP system has persistently or seriously failed to meet the certification requirement;
- c) The certified establishment does not allow surveillance audit to be conducted at the required frequency;
- d) The certified establishment has failed to take corrective actions on non-conformity(ies) raised within the specified period;
- e) The certified establishment has incorrectly made reference to its certification status or used the certificate, logo or audit reports in a misleading manner;
- f) The establishment is moved to a different location/ address or ceased operations;
- g) The certified establishment has voluntarily requested suspension of its certification; and
- h) The maximum period of suspension of the certificate is up to three (3) months before it revokes.

In the event of suspension, the certified establishment shall take necessary action \ within three(3) months. Failure to take necessary action within the specified period, may result in the termination of the certification.

**16. Can I put the HACCP logo on my product during the HACCP application?**

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

**17. Can I get back the fee if I would like to withdraw from the HACCP application process?**

No, all payment made is not refundable.

**18. Will it affect my HACCP certification if I would like to change my company name and address?**

You have to inform in writing to MOH for further action for any amendment you would like to make that relates to the HACCP certification.

**19. In the event of missing the HACCP certificate, am I able to get a new one or I have to go through the application process again?**

You can request to reprint the certificate with a charge of RM100.00.

**20. I would like to produce new products under my HACCP certified factory, do I need to apply HACCP again?**

Yes, you have to apply for HACCP certification again under "Additional Product" with a certain amount of fee as shown in Table 1.

**21. Do I still need to apply GMP and MeSTI certification if I already have HACCP certification?**

No, the HACCP certification will automatically certify with GMP & MeSTI by Fast Track without any payment and audit process.

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

No, you must follow the logo specifications (Figure 3) as set by the HACCP certification scheme by MOH.

**Saiz, Bentuk dan Warna Bagi Logo Skim Pensijilan HACCP KKM**

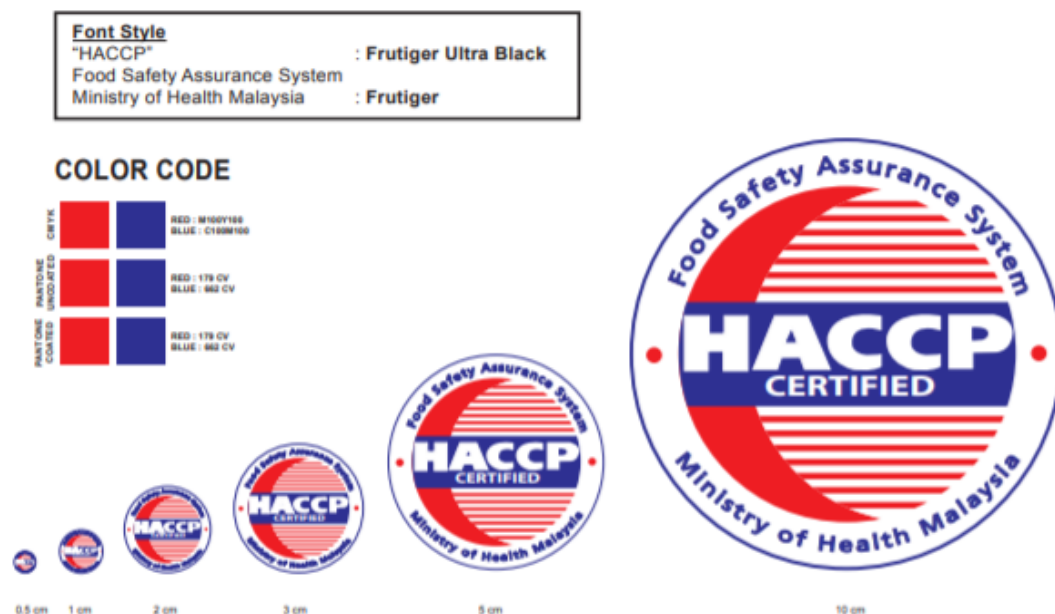


Figure 3. Logo specifications for HACCP logo

