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**REPORT**

**OF**

**SMIIC GENERAL SECRETARIAT**

**ANKARA, REPUBLIC OF TURKEY**  
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## CONTENTS

<b>SCOPE.....</b>	<b>3</b>
<b>INTRODUCTION.....</b>	<b>3</b>
<b>BOARD OF DIRECTORS &amp; GENERAL ASSEMBLY MEETINGS .....</b>	<b>3</b>
<b>STANDARDIZATION ACTIVITIES.....</b>	<b>4</b>
Current Activities of Some Technical Committees .....	4
SMIIC Information System (IS).....	5
<b>METROLOGY ACTIVITIES .....</b>	<b>6</b>
SMIIC Metrology Committee .....	6
<b>ACCREDITATION ACTIVITIES.....</b>	<b>7</b>
SMIIC Accreditation Committee .....	7
<b>AMENDMENT OF THE AGREEMENT BETWEEN REPUBLIC OF TURKEY AND SMIIC.....</b>	<b>8</b>
<b>COOPERATION WITH ISO .....</b>	<b>9</b>
<b>COOPERATION WITH CEN-CENELEC .....</b>	<b>9</b>
<b>GSO – TSE WORKSHOP.....</b>	<b>10</b>
<b>INQUIRY ON THE QUALITY INFRASTRUCTURE OF THE OIC MEMBER STATES.....</b>	<b>10</b>
<b>STRATEGY AND ACTION PLAN (SAP) OF SMIIC.....</b>	<b>10</b>
<b>OTHER ACTIVITIES.....</b>	<b>11</b>
<b>CONCLUSION.....</b>	<b>13</b>

## SCOPE

1. This report gives basic information about the Standards and Metrology Institute for Islamic Countries (SMIIC), its activities and major developments in 2015.

## INTRODUCTION

1. The SMIIC General Secretariat has continued to place considerable emphasis on strengthening the infrastructure of SMIIC as well as the coordinating the future relationship and effective cooperation with its Member States and regional/international organizations.
2. It would highlight the particular efforts made with regard to active participation of SMIIC Member States for the cooperation in the fields of standardization, metrology and accreditation.
3. In addition, the Report will highlight the implementation of the resolutions of SMIIC General Assembly (GA) and Board of Directors (BOD).

## BOARD OF DIRECTORS & GENERAL ASSEMBLY MEETINGS

1. 10th Meeting of the SMIIC Board of Directors (BOD) was held in Dubai, United Arab Emirates on 03 May 2015. Membership application of Center for Standardization and Metrology under the Ministry of Economy of the Kyrgyz Republic (CSM) to SMIIC was unanimously accepted by Board Members and with the addition of Kyrgyz Republic, the number of SMIIC Member States has reached 32 members. The General Secretariat briefed the Board by presenting a comprehensive report on the latest developments and activities of SMIIC since the last BOD meeting. During the meeting, internal issues of the Institute such as annual budget, mandatory contributions, revision of Internal Regulations of SMIIC and Strategy and Action Plan (SAP) in order to establish policies and objectives for SMIIC were discussed by the BOD Members.
2. 8th Meeting of the SMIIC General Assembly (GA) was held in Dubai, United Arab Emirates on 04 May 2015. The General Secretariat briefed the GA by presenting a comprehensive report on the latest developments and activities of SMIIC since the last GA. The report included the standardization activities of Technical Committees (TCs), survey results regarding the use of OIC/SMIIC standards in OIC Member States and works of Accreditation Committee in establishing a trustworthy accreditation scheme to be implemented by the OIC Member States. For detailed information regarding the latest developments and activities of SMIIC Metrology and Accreditation Committees, Chairmen of these committees respectively TUBITAK-UME and TURKAK briefed the GA by delivering their presentations/speeches. Malaysia delegation gave brief information on the tentative programme of SMIIC Halal Conference which is planned to be held in December 2015 in Kuala Lumpur, Malaysia and invited all the SMIIC Members to the mentioned conference.

3. 11th Meeting of the SMIIC BOD was held in Istanbul, Republic of Turkey on 30 November 2015. The General Secretariat briefed the Board by presenting a comprehensive report on the latest developments and activities of SMIIC since the last BOD meeting. The General Secretariat delivered a presentation on the Introduction of SMIIC Information System (SMIIC IS) which is a project to support the standards development process by providing an electronic collaborative environment for the work of SMIIC's committees. SMIIC Committee on Standards for Conformity Assessment (SMIIC/CCA) was established under the General Secretariat to develop policies and publish standards related to conformity assessment. During the meeting, internal issues of the Institute such as mandatory contributions, need for revision of Internal Regulations of SMIIC and Strategy and Action Plan (SAP) in order to establish policies and objectives for SMIIC were discussed by the BOD Members.

## STANDARDIZATION ACTIVITIES

### Current Activities of Some Technical Committees

1. The primary duty of SMIIC Technical Committees (TCs) is the development and systematic maintenance of the OIC/SMIIC Standards according to related activities within a particular scope of work (e.g.: TC1 Halal Food Issues, etc.).

The following TCs are existing under the umbrella of SMIIC:

- TC1 Halal Food Issues
- TC2 Halal Cosmetic Issues
- TC3 Service Site Issues
- TC4 Renewable Energy
- TC5 Tourism and Related Services
- TC6 Agriculture Processes
- TC7 Transportation
- TC8 Leather and Tanning Material
- TC9 Textiles and Related Products

2. TC1 is working on the revision of the series of OIC/SMIIC Halal Standards.
  - OIC/SMIIC 1: 2011, General Guidelines on Halal Food
  - OIC/SMIIC 2: 2011, Guidelines for Bodies Providing Halal Certification
  - OIC/SMIIC 3: 2011, Guidelines for the Halal Accreditation Body Accrediting Halal Certification Bodies

Compilation of questions received from TC1 Member States regarding Islamic Fiqh matters were sent to International Islamic Fiqh Academy (IIFA).

3. TC2 is working on the formation of standards for Halal Cosmetics. Scope was defined and the business plan was made. New Work Item Proposals were completed and merged into the document "Halal Cosmetics and Personal Care Products: General Guidelines" as a working draft (WD), a drafting Working Group (WG) was formed to further work out this draft.

4. In consideration of these developments, TC1 and TC2 will prepare Committee Draft (CD) of relevant standards in line with the resolutions of the IIFA Assembly and Expert Committee decisions and then send the CDs to the SMIIIC Standardization Department in order to be registered as Draft Standard (DS). Upon registration, Standardization Department will submit the DSs to the consideration of all SMIIIC Member States.
5. Unfortunately, TC3, TC4, TC5, TC6 and TC7 have not made significant progress since their establishments. SMIIIC Standardization Department will take necessary actions in consultation with the secretaries and members of the committees about the structure of the mentioned TCs.
6. TC8 has been established after obtaining the sufficient number of SMIIIC Member States' approval and commitments as P-Members (27 Members in favour, 1 against and 1 abstained. 7 P-Members and 2 O-Members.) in the first quarter of 2015. Since PSQCA is the originator of the proposal to establish the committee, the secretariat of the committee is allocated to PSQCA / Pakistan. The committee is in the process of defining the final title and the scope.
7. TC9 has been established after obtaining the sufficient number of SMIIIC Member States' approval and commitments as P-Members (28 Members in favour, and 1 abstained. 8 P-Members and 2 O-Members.) in the first quarter of 2015. Since PSQCA is the originator of the proposal to establish the committee, the secretariat of the committee is allocated to PSQCA/Pakistan. The committee is in the process of defining the final title and the scope.
8. A New Field of Technical Activity on Information Technology and Cyber Security has been proposed by TSE-Turkey and on Halal Supply Chain by DSM-Malaysia. The proposals have been circulated to the members for consideration.

### **SMIIIC Information System (IS)**

1. The SMIIIC IS is a project to support the standards development process which will provide an electronic collaborative environment for the work of SMIIIC's committees.
2. The SMIIIC IS is aimed at harmonizing and simplifying the registration and management of data concerning the individuals who act as SMIIIC member body representatives in technical committees, subcommittees and working groups.
3. The SMIIIC IS is being designed to confer with the member bodies on the rights stated in the SMIIIC Directives and to allow them to manage the data of their representatives in the SMIIIC technical work as they wish – instead of depending, as is the current practice, on the secretaries of SMIIIC committees, and, in some cases, on the General Secretariat.

4. Through the deployment of the SMIIIC IS, it is hoped to improve the overall management of data associated with participation in the SMIIIC work and to strengthen the overall security of the system. More specifically, the SMIIIC IS will be the database which allows SMIIIC member bodies to register individuals as their representatives on SMIIIC committees and/or with other roles, such as balloters on documents at various stages of document development, including the enquiry (DIS) and approval (FDIS) stages.
5. Only a user registered for a given role in the SMIIIC IS can have the user access to documents directly and perform functions permitted to that role within the electronic committee working environment, the electronic balloting application. The SMIIIC IS will support the management of all business roles in SMIIIC and is being designed in such a way that it fully implements the requirements defined by the SMIIIC regarding privacy and the protection of personal data.
6. SMIIIC IS will also support the work carried out by the Metrology and Accreditation Committee.

## **METROLOGY ACTIVITIES**

### **SMIIIC Metrology Committee**

1. Metrology Committee (MC) was established during the 5<sup>th</sup> SMIIIC BOD Meeting and has commenced its activities, to aid in achieving uniformity in metrology and laboratory testing amongst OIC Member States. SMIIIC MC has a total of 36 OIC Member States' membership (including Full and Associate Members and two liaison organisations) as of November 2015.
2. Basic objectives of SMIIIC MC are;
  - Having an inventory of existing calibration standards and establish a chain of traceability reaching reference standards for each basic unit.
  - Acting as intermediary, for any unit, for meeting calibration requirements which may arise at any link of the chain to be established. It shall, through its staff of experts, certify the extent of accuracy and precision with which any calibration laboratory offers services.
  - Supplying metrology services by making the most efficient use of the existing potentials in the Member States and aid in solving their problems in the field of metrology through coordinated research.
3. Recent activities of SMIIIC MC are;
  - A Strategy and Action Group was established consisting of the membership of Turkey, Bosnia and Herzegovina, Saudi Arabia, Azerbaijan, Iran and Nigeria. The group will conduct a survey of member countries' metrology

infrastructure and human resources and draft a strategy for the Metrology Committee so that each member will follow up/monitor agreed MC actions in their own region.

- A Working Group Certified Reference Materials (CRMs) for Halal Foods was established consisting of the membership of Bosnia and Herzegovina, Turkey, Egypt, Iran and Malaysia. The working group will work on the forming/identification of certified reference material for Halal.
  - Training Activities in the areas of SMIIIC MC are determined as follows:
    - i. Fundamental Metrology Training
    - ii. Legal Metrology Training
    - iii. Scientific Metrology Training
    - iv. Metrology in Chemistry and Biology Training
4. Legal Metrology Training (Mass and Weighing Metrology, Metrology of Volume and Checking the Net Content in Prepackages) was held on 02-05 November 2015 which was hosted by National Metrology Agency of Tunisia (ANM) in coordination with SMIIIC MC Chair, SMIIIC General Secretariat and The Statistical, Economic and Social Research and Training Centre for Islamic Countries (SESRIC).

## ACCREDITATION ACTIVITIES

### SMIIIC Accreditation Committee

1. SMIIIC Accreditation Committee (AC) was established in the 1st General Assembly (GA) Meeting of SMIIIC held on 02-03 August 2010 with the aims of:
  - Establishing an accreditation system for the OIC Member States.
  - A wide awareness of the accreditation concept within the OIC member states.
  - Supporting member states intellectually for their efforts in establishing and developing their accreditation agencies.
  - Forming human capital particularly specialized in the accreditation field.
  - Contribution in Islamic countries' knowledge formation in this very field and hence in industrial sector.
2. SMIIIC Accreditation Committee (AC) is responsible for supporting actions for establishing a sound accreditation system OIC-wide and raise awareness of the accreditation concept within the OIC Member States. This Committee is responsible for implementing OIC/SMIIIC accreditation standards, performing peer assessment activities and issuing related certificates.
3. The First Meeting of the Accreditation Committee (AC) was held in Istanbul, Republic of Turkey on 04 May 2012.

4. The Second Meeting of the Accreditation Committee (AC) was held in Antalya, Republic of Turkey on 06-07 November 2012.
  - Working Groups under SMIIC AC were formed.
5. The Third Meeting of the SMIIC Accreditation Committee and its Working Group meetings were held in Dubai, United Arab Emirates, on 15-17 November 2013.
6. The Fourth Meeting of the Accreditation Committee (AC) was held in Antalya, Republic of Turkey on 26-28 May 2014.
7. The Fifth Meeting of the Accreditation Committee (AC) was held in İstanbul, Republic of Turkey on 09-11 September 2014.
  - SMIIC AC Planned Tasks and Deadlines were formed.
8. The Sixth Meeting of the Accreditation Committee (AC) was held in Dubai, United Arab Emirates on 12-13 November 2014.
  - MLA Sub-Committee has been formed.
  - Training on SMIIC AC Peer Evaluation Mechanism was held.
9. The Seventh Meeting of the Accreditation Committee (AC) was held in Sarajevo, Bosnia & Herzegovina on 17-19 March 2015.
10. The Eight Meeting of the Accreditation Committee (AC) was held in İstanbul, Republic of Turkey on 29-30 August 2015. Terms of Reference (ToR) of SMIIC AC has been revised.
11. The Ninth Meeting of SMIIC AC was held on 23 – 24 November 2015 in İstanbul, Republic of Turkey. The main agenda of the meeting was the approval of internal documents of SMIIC AC, re-formation of MLA Sub-Committee/Decision Board and Formation of Advisory Board and Appeal and Complaint Sub-Committee.
12. Lead Assessor/Assessor training programme was organized on 25 - 27 November 2015 in İstanbul, Turkey to establish an expert pool which will be comprised of Muslim experts for the implementation of halal accreditation practices under the SMIIC AC.

## **AMENDMENT OF THE AGREEMENT BETWEEN REPUBLIC OF TURKEY AND SMIIC**

1. H.E. Fikri IŞIK, Minister of Science, Industry and Technology of Republic of Turkey and H.E. İhsan ÖVÜT, Secretary General of SMIIC will sign the amendment protocol to the Agreement Between The Government of The Republic of Turkey and The Standards and Metrology Institute for Islamic Countries (SMIIC) on the Establishment of SMIIC in Turkey” which determines the status, privileges and immunities of the Institute within Turkey and was firstly published in 28/05/2011 dated Official Gazette of Republic of Turkey.



2. The amendment protocol, which was submitted to the Grand National Assembly of Turkey for ratification, will allow SMIIC to be exempted from all taxes including motor vehicles tax, stamp duty, fees, value added tax, special consumption tax and custom duties and charges in respect of articles imported or exported by the Institute for its official use in Republic of Turkey.

## **COOPERATION WITH ISO**

1. SMIIC General Secretariat contacted with ISO Central Secretariat to sign an agreement on technical issues with ISO as a regional organization within the frame of its legal activities by an official letter according to the Article 8 of the SMIIC Statute.
2. SMIIC General Secretariat strongly believes that the cooperation between ISO and SMIIC will strengthen the cooperation between both organizations to foster information exchange within OIC region on strategic directions and standards projects, and to identify priorities for new standards development and provide mutual benefit to both organizations and its committees.
3. A special meeting was scheduled with ISO Acting Secretary General on 16 September 2015 in Seoul, South Korea.
4. With this regards, Secretary General of SMIIC, Mr. İhsan ÖVÜT paid a courtesy visit to Mr. Kevin McKinley, Secretary General of ISO on 27 October 2015, in Geneva, Switzerland.
5. The cooperation process will be finalized after the necessary internal evaluations of the draft agreement is completed.

## **COOPERATION WITH CEN-CENELEC**

1. SMIIC General Secretariat contacted with CEN-CENELEC Management Centre to sign Memorandum of Understanding on technical issues with CEN-CENELEC as a regional organization within the frame of its legal activities by an official letter according to the Article 8 of the SMIIC Statute.
2. SMIIC General Secretariat strongly believes that the cooperation between CEN-CENELEC and SMIIC will establish strategic partnerships at EU and OIC level with major foreign counterparts.
3. With this regards, Secretary General of SMIIC, Mr. İhsan ÖVÜT paid a courtesy visit to Ms. Elena Santiago CID, Director General of CEN-CENELEC on 26 October 2015, in Brussels, Belgium.

4. The cooperation process will be finalized after the necessary internal evaluations of the draft agreement is completed.

## **GSO – TSE WORKSHOP**

1. SMIIIC Secretary General Mr. İhsan ÖVÜT and his accompanying delegation attended the GCC Standardization Organization (GSO) - Turkish Standards Institution (TSE) Workshop and GSO Technical Council on 01-02 September 2015 in Muscat, Sultanate of Oman.
2. During the Workshop, Secretary General delivered a corporate presentation on the activities of the SMIIIC. SMIIIC delegation met the Directors General of the GCC Countries which are not yet SMIIIC members and took the opportunity to invite these countries to join the SMIIIC family where they can share their experiences gained within the GSO.

## **INQUIRY ON THE QUALITY INFRASTRUCTURE OF THE OIC MEMBER STATES**

1. SMIIIC General Secretariat circulated a survey study in order to identify the resources and capacity of the national standardization bodies of the OIC Member States in their service areas.
2. The outcomes of the mentioned survey will be evaluated to enhance the possible cooperation and capacity building alternatives among SMIIIC Member States and these feedbacks will be then compiled and presented in a report.

## **STRATEGY AND ACTION PLAN (SAP) OF SMIIIC**

1. With regards to the Strategy and Action Plan of SMIIIC for 2016-2018, SMIIIC General Secretariat circulated the Strategy Framework and Members Expectation Survey prepared by the Emirates Authority for Standardization and Metrology (ESMA) as the Chair of SAP Committee.
2. The surveys filled by some of the SMIIIC Member States were sent to ESMA for their consideration to prepare the SAP document.
3. It is decided at 11<sup>th</sup> BOD Meeting to request from SAP Committee to study on the SMIIIC Strategic Plan 2016-2020 to define the actions with regards to the strategic objectives in one month period.

## OTHER ACTIVITIES

1. **Attendance** at the meeting held by International Islamic Fiqh Academy (IIFA) held on 11-12 February 2015 at the IIFA headquarters, Jeddah, KSA.
2. **Courtesy visit** to the Organisation of Islamic Cooperation (OIC) General Secretariat on 12 February 2015.
3. **Courtesy visit** to the Islamic Developments Bank (IDB) headquarters on 12 February 2015.
4. **Attendance** at the 7<sup>th</sup> Meeting of the Consultative Group on Enhancing Intra-OIC Trade held on 02-03 March 2015, in Casablanca, Kingdom of Morocco.
5. **Meeting** with the Islamic Centre for Development of Trade (ICDT, the Moroccan Association of Exporters (ASMEX) and the Moroccan Institute for Standardization (IMANOR) ) on 04 March 2015 in Casablanca, Morocco.
6. **Attendance** at the 4<sup>th</sup> International Halal Conference and Expo 2015 held on 10-11 March 2015 in Lahore, Pakistan.
7. **Attendance** at the 7<sup>th</sup> Meeting of the Accreditation Committee (AC) held in Sarajevo, Bosnia & Herzegovina on 17-19 March 2015.
8. **Attendance** at the 38<sup>th</sup> Session of OIC Islamic Commission for Economic, Cultural and Social Affairs (ICECS) held on 31 March - 2 April 2015, in Jeddah, Kingdom of Saudi Arabia.
9. **Attendance** at the World Halal Summit held on 01-03 April 2015 in Kuala Lumpur, Malaysia.
10. **Courtesy visit** to the Department of Standards Malaysia (DSM) and Department of Islamic Development Malaysia (JAKIM) headquarters on 03 April 2015.
11. **Courtesy visit** to the National Standardization Agency of Indonesia (BSN) headquarters on 06 April 2015.
12. **Organized** the SMIIC FORUM 2015: Standardization and Conformity Assessment on Halal Issues on 05 May 2015, in Dubai, United Arab Emirates.
13. **Courtesy visit** to the Emirates Authority for Standardization and Metrology (ESMA) on 06 May 2015.

14. **Attendance** at the First Meeting of the Joint Working Group (JWG) of SMIIC Technical Committee (TC1) and Accreditation Committee (AC) held in Dubai, United Arab Emirates on 06-07 May 2015.
15. **Attendance** at the 26<sup>th</sup> Meeting of the Sessional Committee of the COMCEC held on May 12<sup>th</sup>, 2015 in Ankara, on the sidelines of the 31<sup>st</sup> Meeting of the Follow-up Committee of the COMCEC.
16. **Courtesy visit** to the Public Authority for Industry, Standards and Industrial Services Affairs (KOWSMD), Standards & Metrology Department, in Kuwait on 27 May 2015.
17. **Attendance** at the 42<sup>nd</sup> Session of the Council of Foreign Ministers (CFM) of the Organization of Islamic Cooperation (OIC) held in Kuwait City on 27-28 May 2015.
18. **Attendance** at the Philippine Halal Assembly in Manila, Philippines on 03-05 June 2015.
19. Secretary General of the GSO **paid a visit** to the SMIIC headquarters on 29 July 2015.
20. **Attendance** at the Halal Expo Korea 2015 held on 07-09 August 2015 in Seoul, South Korea.
21. Joint delegation of Gambia and Senegal **paid a visit** to the SMIIC headquarters on 26 August 2015.
22. **Hosted** the 8<sup>th</sup> Meeting of the SMIIC Accreditation Committee (AC) in Istanbul, Republic of Turkey on 29-30 August 2015.
23. **Attendance** at the GSO-TSE Workshop and GSO Technical Council on 01-02 September 2015 in Muscat, Sultanate of Oman.
24. **Attendance** at the China (Ningxia) International Cooperation Forum on Halal Food Certification held on 11-12 September 2015 in Yinchuan, Ningxia, China.
25. **Meeting** with Acting Secretary General of ISO during the ISO meetings held on 14-18 September 2015 in Seoul, South Korea regarding the ongoing cooperation between SMIIC and ISO.
26. **Attendance** at the MA-HAL EXPO 2015 held on 15-17 October 2015 in Casablanca, Morocco.
27. **Attendance** at the World Export Development Forum held on 20-21 October 2015 in Doha, Qatar. Current level of cooperation with the International Trade Center (ITC) was strengthened during this occasion.
28. **Courtesy visit** to the headquarters of the Qatar General Organization for Standards and Metrology (QS) in Doha on 20 October 2015.

29. **Attendance** at the ASEAN-China Seminar-Workshop on Halal Standards on 27-29 October 2015, in Manila, Philippines.
30. **Attendance** at the 3<sup>rd</sup> International Halal and Healthy Food Congress, 2015 in Istanbul, Turkey on 30-31 October 2015.
31. **Attendance** at the International Workshop on New Certification Systems, in Istanbul, Turkey on 01-02 December 2015.
32. **Attendance** at the OIC Stakeholders Forum on Unified Halal Food Standards and Procedures which was held in the OIC Headquarters in Jeddah, KSA on 09-10 December 2015.
33. **Attendance** at the SMIIC Halal Conference 2015, in Kuala Lumpur, Malaysia on 14-15 December 2015.
34. **Attendance** at the Thailand Halal Assembly 2015 organized on 25-27 December 2015 in Bangkok, Thailand.

## CONCLUSION

1. **SMIIC** shall be supported in a way that:
  - It shall take active position in all related standardization, metrology and accreditation activities in addition to conformity assessment as well as focusing on capacity building, training etc. taking into consideration the needs of OIC Member States.
  - It shall have the role of setting common standards that are applied across the whole of the OIC as a single market where SMIIC ensures the protection of consumers, facilitate cross-border trade, ensure the interoperability of products, encourage innovation and technological development, include environmental protection and enable businesses to grow.
  - It shall foster the OIC economy in global trading, the welfare of Muslim community and the environment by providing a platform for the development of OIC/SMIIC standards and other technical specifications across a wide range of sectors as well as the metrology and accreditation to verify - against OIC/SMIIC standards - organizations that carry out evaluation services such as certification, verification, inspection, testing and calibration.
  - It shall keep up to date its operations and provide proactive solutions in technical field for the OIC Member States which will be mostly the emerging countries in near future by the political support of OIC Member States.
  - It shall work on all elements of quality infrastructure as standardization, metrology and accreditation prioritizing the needs of OIC Member States.

- It shall focus on technical improvement and capacity building and should play a directive function to guide the investment on laboratory etc and equal distribution of mentioned plans in OIC Member States.
  - It shall closely work with especially sister OIC institutions which have various mandates with regards to the industry, science and technology, economic development etc. in coordination with OIC General Secretariat
2. **SMIIC AC**, with its important activities in the last 3 years with 9 meetings, shall be supported in a way that:
- It shall decide the requirements of accreditation and peer evaluation procedures for halal accreditation bodies (HABs) and halal conformity assessment bodies (HCABs).
  - It shall develop, plan, improve and manage the implementation and maintenance of SMIIC AC MLA for Accreditation Bodies/Authorities operating in OIC Member States accrediting Halal Conformity Assessment Bodies.
  - It shall act as an umbrella organization to provide peer evaluations for halal issues to the ABs.
  - It shall provide technical assistance by nominated experts from member states for states to establish their own accreditation bodies.
  - It shall deepen the experiences of the states with accreditation bodies.
  - It shall operate as an independent and impartial body according to SMIIC AC ToRs.

**General Secretariat, SMIIC**

**April 2016**

**Istanbul / Republic of TURKEY**