



Universal Halal Authority

Confidentiality Policy

Universal Halal Authority (UHA) is committed to protecting all confidential information obtained through its certification activities. This policy ensures that information relating to clients, products, processes, staff, auditors, Shariah Board members and internal operations is handled with integrity, discretion and in accordance with legal, ethical and accreditation requirements.

UHA treats all information received from clients as strictly confidential. Such information is used only for the purpose of assessment, auditing, certification and related administrative activities. UHA does not disclose confidential information to third parties without the client's written consent, except where required by law, regulatory authorities or accreditation bodies. In such cases, the client is informed unless prohibited by law.

All UHA personnel including staff, auditors, subcontractors, Shariah Board members and volunteers are bound by confidentiality obligations. They must not share, discuss or distribute confidential information outside the scope of their authorised duties. Access to information is restricted to individuals who require it to perform their role, and all records are stored securely to prevent unauthorised access, loss or misuse.

Clients must not alter, misrepresent or misuse any documents issued by UHA, and must protect any confidential information shared with them during the certification process. UHA maintains clear procedures for document control, data protection and secure communication to ensure confidentiality is upheld at all times.

Any breach of confidentiality by UHA personnel or clients is treated seriously and may result in disciplinary action, termination of agreements or legal measures where appropriate. Through this policy, UHA ensures that trust, professionalism and integrity remain central to its halal certification activities.

Document Ref	Issue Number	Issue Date	Page	Authorised By
UHA011	1	12/01/2026	1	H.Gulzar