

# amfori BSCI Glossary

The glossary is to be understood in the context of the amfori BSCI and applies to the amfori BSCI Participants and their business partners, particularly producers. It overrules all previous versions of the amfori BSCI Glossary.

Item	Definition
<b>Agent</b>	An actor in the supply chain that makes the connection between the buying business enterprise and the business enterprise selling the goods. The agent does not own the goods or produce them. For amfori BSCI purposes, an Agent is a business partner.
<b>Apprentice</b>	Someone who undertakes a system of learning a craft or gains specific expertise within a business enterprise of that sector of knowledge.
<b>Apprenticeship</b>	Systematic, long-term training with alternating periods in a school or training centre and at the workplace; the apprentice is contractually linked to the employer and receives remuneration (wage or allowance). The terms of apprenticeship are usually regulated by law as well as by labour agreements. By means of these terms, the employer assumes responsibility for providing the apprentice with training leading to a specific occupation.
<b>Aspirational goals</b>	Goals which help organisations to achieve a greater purpose in their mission and are usually set through a series of long and short term goals designed to help the organisation reach a designated point.
<b>Audit</b>	A methodical examination or review of a condition or situation towards gathering satisfactory evidence. Audits must be <b>objective, impartial and independent</b> . The audit process must be both systematic and documented. For the purposes of the amfori BSCI, the audits will verify social performance in the supply chain of amfori BSCI Participants against the standards emanating from the amfori BSCI Code of Conduct and its Terms of Implementation. They shall use the appropriate methodology and auditing tools. The term audit includes all types regardless of the methodology used and/or the scope.
<b>Audit Integrity Program</b>	An ordered set of procedures designed to guarantee that amfori BSCI values and principles are consistently respected when conducting amfori BSCI audits. This includes but it is not limited to: a) Ensuring consistency and reliability of the monitoring process and associated activities; b) Ensuring consistency and reliability of Auditing Company performance.
<b>Auditee</b>	An organisation (or part of an organisation) that is being audited. Organisations can include one or several legal entities. For the purpose of the amfori BSCI, <b>producers</b> are meant to be audited only once identified by the amfori BSCI Participant as a result of its due diligence. Therefore, amfori BSCI Participants and business partners that don't have a <b>production working environment</b> are not eligible to be included in the amfori BSCI

	monitoring process.
<b>Auditor</b>	<p>A person appointed and authorised to deliver a qualified audit judgment on the social performance of the auditee. The auditor shall collect evidence by means of examination of documents, interviews and site inspection.</p> <p>For the purposes of the amfori BSCI, auditors shall be experts of SAAS (see definition below) accredited Auditing Companies. They must satisfy high quality criteria and meet the competence requirements of SAAS and amfori BSCI.</p>
<b>Basic Needs Wage</b>	<p>A wage that enables workers to cover their basic needs (housing, energy, nutrition, clothing, health care, education, potable water, child care, transportation and savings), includes additional discretionary income and takes into consideration dependents. Also referred to as <b>Living Wage</b>. Within the amfori BSCI system, auditors are required to calculate the basic needs wage at the auditee level using the method developed by Social Accountability International (SAI) and report that calculation under the master data of the audit report.</p>
<b>amfori BSCI Commitment</b>	<p>It refers to the public statement by which amfori BSCI Participants embed their social responsibility. amfori BSCI provides a <b>commitment formula</b> to support amfori BSCI Participants in their planning to include business partners in the continuous improvement process towards social compliance.</p>
<b>amfori BSCI info seminar</b>	<p>A formal presentation organised by the amfori BSCI to provide participating companies with the information needed for the successful implementation of the amfori BSCI. amfori members who endorse the amfori BSCI shall attend one amfori BSCI info seminar within 6 months after having joined the amfori.</p>
<b>amfori BSCI Participant</b>	<p>Ordinary member of the Foreign Trade Association (amfori) who endorses the amfori BSCI.</p>
<b>amfori BSCI Platform</b>	<p>A group of IT features and technologies set by the amfori BSCI to allow amfori BSCI Participants to exchange information on the implementation of the amfori BSCI in their supply chain. This includes, but is not limited to organisation of amfori BSCI audits and sharing of audit reports.</p>
<b>amfori BSCI Stakeholder Council</b>	<p>A governance body of the amfori. It may consist of maximum 20 representatives from stakeholder groups. It nominates one delegate to play an advisory role in the amfori BSCI Steering Committee.</p>
<b>amfori BSCI Steering Committee</b>	<p>Body of the amfori that decides on the amfori BSCI activities. It is composed of nine ordinary members that use services related to the amfori BSCI. The members of the amfori BSCI Steering Committee must represent the diversity of the ordinary members regarding their size expressed in turnover. It also includes one representative of the Stakeholder Council with consultative rights only.</p>
<b>amfori BSCI Working Groups</b>	<p>Bodies of the amfori established by the Steering Committee. They are made up of representatives from amfori BSCI Participants and have a supporting role to the amfori BSCI Steering Committee, which defines their mandate and specific tasks.</p>
<b>Business Enterprise</b>	<p>An organisation involved in the trade of goods, services, or both to consumers or clients, regardless of their form of ownership or the way they are organised (limit liability, tax advantage or compliance criteria...). For the purpose of the amfori BSCI, business enterprises are the amfori BSCI Participants and their business partners, particularly but not limited to producers whose social performance will be monitored.</p>
<b>Business Partners</b>	<p>Any external party from whom products or services are obtained or with whom contracts are concluded for the provision of such products and services. This relationship may be contractual, and may or may not require an exclusive bond. These are examples of business partners:</p> <p>A producer</p>

A supplier

A customer

A channel intermediary (such as an agent or reseller),

A vendor of complementary offerings (for example, one party sells the hardware, while the other sells the software)

**For the purpose of the amfori BSCI, not all business partners are required to be included in the amfori BSCI process, but at least the significant business partners should be involved.**

In this context, 'significant' refers to business partners (particularly producers) who are:

the primary providers of a given type of good or service, which represent a large share of the purchasing volume or reputational perception; or

they are identified as potentially related to significant risks of adverse human rights impacts (particularly those which are labour related).

For the more information on the targeted audience of the monitoring process see definition of "auditee".

### Calibration meetings

Meetings organised by the amfori BSCI with the accredited Auditing Companies where auditors can discuss their interpretation of the audit procedures and criteria. These meetings ensure that auditors follow the correct interpretation of the amfori BSCI mission, vision and expectations, as well as develop a thorough understanding of the auditing tools and audit methodologies.

### Capacity Building

The process of assisting an individual or group to identify and address issues and gain the insights, knowledge and experience needed to solve problems and implement changes.

The amfori BSCI organises capacity building activities to develop skills and capabilities for both amfori BSCI Participants and their business partners (particularly producers involved in the monitoring system) to integrate social compliance into their daily operations.

### Cascade Effect

An unforeseen "chain of events" due to an act affecting a set of interacting or interdependent components, or relationships.

The cascade effect may lead to a chain of events which tends to proceed with increasing momentum, so that the further it progresses the more difficult it is to stop. For the purpose of the amfori BSCI, amfori BSCI Participants strive to **inspire a positive cascade effect** for their business partners to observe the amfori BSCI Code of Conduct.

### Certification

The process through which a third party organisation grants recognition to an individual, organisation, process, service or product that meets certain established criteria.

The amfori BSCI is a multidisciplinary approach that helps amfori BSCI Participants and their business partners to improve social performance in the supply chain. amfori BSCI audits do not lead to a certificate but they act in combination with the other amfori BSCI components to strive for improvements.

### Child

For the purpose of the **Convention of Rights of the Child**, a child means every human being below the age of eighteen years unless, under the law applicable to the child, majority is attained earlier. The Convention aims at providing coverage to all minors including "children" and "young workers".

For the purpose of the amfori BSCI, the term applies to all persons under the age of 15 years or under the age of completion of compulsory schooling (whichever is higher), except in certain countries where economies and educational facilities are insufficiently developed and a minimum age of less than 15 years might apply. These countries of exception are specified by the ILO in response to special application by the country concerned and consultation with representative organisations of employers and workers.

### Child Labour

The term refers to work that deprives children of their childhood, their potential and their dignity, and that is harmful to physical and mental development. It refers to work that is

mentally, physically, socially or morally dangerous and harmful to children; and interferes with their schooling by:

depriving them of the opportunity to attend school;

obliging them to leave school prematurely; or

requiring them to attempt to combine school attendance with excessively long and heavy work.

## Child Labour Remediation

A combination of preventive and corrective measures. The preventive measures apply to avoid that the Child Labour occurs. Corrective measures intend to rectify and improve the situation if Child Labour is found.

Business partners, particularly those that are going to be monitored, are required to have a Child Labour remediation procedure in place. This should at least include means to: a) robust verification of age; b) seek external support in promoting long-term solutions; c) strive to return the child to the school system and ensure that the child is removed from the production site.

**Child Labour** is a **violation** of fundamental **human rights**. As such, it may require compensation to the victim.

## Code of Conduct

Formal statement of the values and principles that reflect the beliefs of amfori BSCI Participants and the expectations they have towards their business partners in their supply chain. The Code is publicly available and addressed to anyone with an interest in business enterprises' activities and the way they do business. The Code of Conduct is to be read and interpreted in combination with the appendices (Terms of Implementation, amfori BSCI Reference and amfori BSCI Glossary).

## Complaint

It may have a non-legal and a legal meaning. As a non-legal matter, a complaint refers to an expression of dissatisfaction or allegation that the expectations raised by a system, a business organisation or an individual were not satisfactory or fulfilled.

As a legal term, complaint refers to a formal legal document that sets out the facts and legal reasons that the filing party believes are sufficient to support a claim against another party and that entitles the filing party to a remedy.

## Complicity

It has both non-legal and legal meanings. As a non-legal matter, business enterprises may be perceived as being "complicit" in the acts of another party where, for example, they are seen to benefit from an abuse committed by that party.

As a legal matter, complicity means being implicated in abuse that another business enterprise, government, individual, group, etc., is causing. The risk of complicity in a human rights abuse may be particularly high in areas with weak governance and/or where human rights abuse is widespread.

Complicity is generally made up of 2 elements:

An act or omission (failure to act) by a business enterprise, or individual representing a business enterprise, that "helps" (facilitates, legitimizes, assists, encourages, etc.) another, in some way, to carry out a human rights abuse, and

The knowledge by the business enterprise that its act or omission could provide such help.

## Compulsory Education

A period of education that is required of every person, and which extension varies from legislation to legislation. It is meant to ensure the right to education, which is a right in itself and an **enabling right**. Education provides individuals with the skills, capacity and confidence to secure their rights. Education gives people the ability to access information and analyse it freely.

## Consumer

A person who purchases goods and services for personal use.

## Corrective Action

In the context of the amfori BSCI, corrective action refers to the implementation of measures or systemic changes to eliminate or palliate the cause(s) of an existing deviation from the amfori BSCI Code of Conduct and to prevent re-occurrence.

<b>Corrective Action Plan (CAP)</b>	The plan of actions needed to fix the deviations found during the audit. It should include the responsible person and time frame limit within which the measures are to be implemented.
<b>Countries risk classification</b>	A tool developed by the amfori BSCI that aims at supporting amfori BSCI Participants to better identify potential social risks and implementation priorities related to their sourcing countries.
<b>Crucial issues</b>	<p>Those usually related to Fundamental ILO Conventions (Core Conventions) or to issues that are understood as crucial within the amfori BSCI system because:</p> <ul style="list-style-type: none"> <li>• They present imminent risk to workers' safety or risk to life and limb or constitute a significant breach of workers' human rights, and/or,</li> <li>• They present an attempt to pervert the course of the audit through fraud, coercion, deception or interference.</li> </ul>
<b>Customer</b>	A person who buys goods or services from a shop or business. Or a person of a specified kind with whom one has to deal.
<b>Decent work</b>	Sum of the aspirations of people in their working lives. It comprises opportunities of work which are productive and deliver a fair income, security in the workplace and social protection for families. This involves better prospects for personal development and social integration, freedom for people to express their concerns and equal opportunities and treatment for all women and men.
<b>Dormitory</b>	A structure that grants safe living accommodation to workers. It is provided by the employer and it can be either on or off-site. Also known as housing.
<b>Due Diligence</b>	<p>It refers to a number of preventive measures taken to adhere to a standard of <b>reasonable care</b> while performing any acts that could foreseeably harm others.</p> <p>A reasonable care relates to what a "reasonable person" might have done in the same or similar circumstances. A "reasonable person" is a composite of a <b>relevant community's judgement</b> as to how a typical member of a community (e.g. business enterprises) should behave in situations that might pose a threat of harm (through action or inaction) to the others.</p> <p>The duty of care includes implicitly <b>the responsibilities</b> held by individuals and business enterprises towards others within society. Therefore, it is expected regardless if it is required by law or not.</p>
<b>Emissions</b>	In the context of the amfori BSCI audit, it refers to flue gas or exhaust gas, which need to be managed adequately to avoid any potential damage to the environment.
<b>Employee</b>	Someone who works for an entity, under the terms of an <b>employment contract</b> . A contract of employment could be written, oral or implied. For the purpose of the amfori BSCI, both employees and workers (whether seasonal or permanent) are under the same term "worker".
<b>Environmental Management System</b>	A systematic approach to develop and deliver an organisation's environmental objectives and manage activities that have an environmental impact. An EMS will include the organisation's structure, activities and assessment of those activities with environmental impacts. Further relevant legislative and regulatory environmental responsibilities, objectives, training and assessments may be included.
<b>Foreign Trade Association</b>	The Foreign Trade Association ( <b>amfori</b> ) is the association of European and International commerce that represents and defends the value of free and sustainable trade. It brings together hundreds of retailers, importers, brand companies, and national associations to improve the political and legal framework for trade in a responsible way.

## amfori Board of Directors

The body that administrates the Foreign Trade Association, which is composed of minimum two and maximum ten representatives of ordinary members.

## amfori Financial Committee

Committee to focus on financial issues, composed of three members of the amfori Board of Directors (the treasurer + two other members, one of them must also serve on the amfori BSCI Steering Committee).

## amfori General Assembly

Yearly Assembly which includes all associate and ordinary members. All votes are based on a weighted voting system, depending of the business enterprise or association's turnover.

## Fundamental ILO Conventions (Core Conventions)

The International Labour Organization's Governing Body has identified **eight conventions** covering subjects that are considered as fundamental principles and rights at work: *freedom of association and the effective recognition of the right to collective bargaining; the elimination of all forms of forced or compulsory labour; the effective abolition of child labour; and the elimination of discrimination in respect of employment and occupation.*

These principles are also covered in the ILO's Declaration on Fundamental Principles and Rights at Work (1998). Currently, the number of ratifications of these conventions represents 86% of the possible total.

Ratifying countries (see <http://www.ilo.org/ilolex/english/newratframeE.htm>) commit themselves to applying the convention in national law and practice and reporting on its application at regular intervals.

## Grievance Mechanisms

A grievance mechanism is a **non-judicial procedure** that offers formalised means through which individuals or groups can raise concerns about the impact a business enterprise has on them – including, but not exclusively, on their human rights – and can seek remedy.

These mechanisms may use adjudicative, dialogue-based or other processes that are culturally appropriate and rights-compatible.

According to the United Nations, for a grievance mechanism to be effective, it should be **legitimate, accessible, predictable, equitable, transparent, rights-compatible, and a source of continuous learning.**

## Home Worker

A person who carries out work for a business enterprise under direct or indirect contract, other than on a business enterprise's premises, for remuneration, which results in the provision of a product or service as specified by the employer, irrespective of who supplies the equipment, materials or other inputs used.

## Human Rights

A set of principles defined in the Universal Declaration of Human Rights (1948), based on the recognition of the inherent dignity and the equal and inalienable rights of all members of the human family as the foundation of freedom, justice and peace in the world.

## Human Rights Due diligence

The process that should be conducted by business enterprises in order to identify, prevent, mitigate and account for how they address their adverse human rights impacts. It should cover the adverse human rights impact that the business enterprise may cause or contribute to through its own activities, or which may be directly linked to its operations, products or services by its business relationships.

## Importer

The business enterprise selling the goods. They have not produced the goods. The deliveries of the goods are made inside or outside the EU. For amfori BSCI purposes, an importer can be a amfori BSCI Participant or a business partner.

## International Labour Organization (ILO)

An international organisation located in Geneva, Switzerland, whose goal is to promote decent work for all men and women. The ILO has a tripartite approach; therefore member countries are represented by workers, employers and governments.

## ILO Conventions

The International Labour Organization (ILO) holds the responsibility for setting international labour standards and it is the **legitimate source for international labour standards and their interpretation**.

ILO standards are set in Conventions, having the force of international law and binding for states that have ratified them, and in Recommendations which provide additional interpretation guidance.

In particular, all ILO member states have an obligation, regardless of ratification, to **respect, promote and realise the principles contained in the Fundamental ILO Conventions**.

The amfori BSCI refers to the ILO Conventions, Recommendations and interpretations guidelines, as much as it is feasible.

## ILO Recommendations

They are legal instruments drawn up by the ILO's constituents (governments, employers and workers) to address international labour standards and set out basic principles and rights at work. Contrary to ILO Conventions, which are legally binding international treaties that may be ratified by member states, ILO Recommendations serve as non-binding guidelines.

In many cases, a convention lays down the basic principles to be implemented by ratifying countries, while a related recommendation supplements the convention by providing more detailed guidelines on how it could be applied.

Recommendations can also be autonomous, i.e. not linked to any convention.

## Internal Social Management System (ISMS)

A dynamic set of policies and procedures to be implemented by the main auditee to cascade the values and principles of the amfori BSCI Code of Conduct into the production layers below.

## Labour-Only Contracting

A prohibited arrangement where the contractor or subcontractor merely recruits, supplies or places workers to perform a job, work or service for a principle. In labour-only contracting, the following elements are present: (a) The contractor or subcontractor does not have substantial capital or investment to actually perform the job, work or service under its own account and responsibility; and (b) The employees recruited, supplied or placed by such contractor or subcontractor are performing activities which are directly related to the main business of the principal.

## Legal minimum wage

The lowest hourly, daily or monthly remuneration that employers are legally required to pay to workers and employees for **regular working hours**. Countries that do not have a minimum wage defined by law rely on employer groups and trade unions to set minimum earnings through collective bargaining.

## Leverage

An advantageous position that gives **power to influence** others and/or the **ability to change** wrongful practices of the business partner that is causing or contributing to a negative impact.

## Management

Co-ordinated activities to establish and achieve defined objectives. The term management can also refer to a person or group of persons with authority and responsibility to conduct and control a business enterprise or business entity.

## Monitoring Process

Monitoring process is a systematic approach, which enables business enterprises to measure and analyse social performance to identify critical problems pro-actively and use data to make decisions that will improve the quality and efficiency of its Corporate Social Responsibility. For the purpose of the amfori BSCI, the monitoring process is mainly conducted by means of amfori BSCI audits.

## Ordinary amfori members

These are companies with commercial and related trade activities worldwide and trade associations. Ordinary members have full membership rights.

## Personal Protection

Personal protective equipment (PPE) refers to protective clothing, helmets, goggles, or other garments or equipment designed to protect the wearer's body from injury. Protective equipment may be worn for job-related occupational safety and health

<b>Equipment (PPE)</b>	reasons. The purpose of personal protective equipment is to reduce employee exposure to hazards when engineering and administrative controls are not feasible or effective to reduce these risks to acceptable levels.
<b>Primary Production Audit Methodology</b>	<p>A systematic audit approach developed by the amfori BSCI in order to assess social performance of an auditee, which may consist of several production units (regardless if they are legally separate entities or not). It monitors the effectiveness of the measures taken by the main auditee and cross verifies such measures on a random production units sample covered by the same audit.</p> <p>An audit using this methodology can take place only if (i) The auditee has taken the responsibility to engage and monitor its business partners prior to the amfori BSCI audit and (ii) the auditee has set up a functioning Internal Social Management System (ISMS) to ensure its business partners work towards observance of the values and principles in the amfori BSCI Code of Conduct.</p> <p>Typically, this methodology is used to monitor agricultural undertakings, which tend to be structured in a pyramidal way (e.g. several farms delivering vegetables to a packing house). However, the methodology can be used to monitor the amfori BSCI cascade effect from a certain business enterprise toward its different business partners (e.g. a factory monitoring a network of small production units). amfori BSCI audits that are conducted by using this methodology are to be reported under the Primary Production Commitment formula.</p>
<b>Prisoner Labour</b>	A form of unfree labour. The term may refer to <b>two different notions</b> : labour as a form of punishment and labour as a form of occupation of convicts.
<b>Producer</b>	For the purpose of the amfori BSCI, a producer is a business partner in the supply chain of a amfori BSCI Participant that manufactures a good (food or non-food) or produces raw material, using labour and machines, tools, chemical and biological processing, or formulation.
<b>Responsibility</b>	The <b>active role</b> assumed by amfori BSCI Participants that adhere to the amfori BSCI Code to take an active role in working together with their business partners (particularly producers) to lead them through the improvement process. It relies on the ability of amfori BSCI Participants to act or decide upon the spirit, values and principles set in the Code of Conduct, <b>without need for supervision</b> .
<b>Risk</b>	A measure of the probability that damage to life, health, property, and/or the environment will occur as a result of a given hazard. Risk is measured in terms of impact and likelihood.
<b>Risk Assessment</b>	A formal <b>estimation of the likelihood of suffering damage</b> as a result of identified hazards. A risk assessment is an integral part of the amfori BSCI implementation both for amfori BSCI Participants and their business partners. It allows them to manage and plan their activities within the amfori BSCI. They may study the probability, the impact, and the effect of every known risk on the project, as well as the corrective action to take should a risk occur.
<b>Seasonal worker</b>	A worker who works on a short-term basis or only works in certain seasons. In the context of a amfori BSCI audit, they are reported as temporary workers, odd-jobbers or casual workers.
<b>Self-Assessment</b>	<p>The <b>process</b> by which a person or organisation plans, organises, executes and evaluates its actions and determines the level of performance achieved.</p> <p>In the context of the amfori BSCI, it is the process of gathering information in order to prepare for the implementation. The amfori BSCI provides producers with <b>self-assessment questionnaires</b> to be used for this purpose. The information collected in these documents is a self-declaration and cannot be compared to an audit.</p>
<b>Social Accountability</b>	<p>Global standard-setting, not-for-profit human rights organisation, that aims at improving workplaces.</p> <p>SAI has developed the <b>SA8000 certification standard</b> for social accountability, which is</p>

<b>International (SAI)</b>	a amfori BSCI “best practice for the industry” benchmark.
<b>Social Accountability 8000</b>	SA8000 is a voluntary standard and can be applied to any size of organisation or business across all industries. The objective of SA8000 is to ensure ethical sourcing of goods and services. The standard can replace or augment business enterprise or industry specific social accountability codes. SA8000 sets basic standards for: child labour, forced labour, health and safety, freedom of association and the right to collective bargaining, discrimination, disciplinary practices, working hours, remuneration and management systems.
<b>Social Accountability Accreditation Services</b>	Social Accountability Accreditation Services (SAAS) is an accreditation agency founded to accredit and monitor organisations as certifiers of compliance with social standards, including the Social Accountability 8000 standard for ethical working conditions. SAAS began work as a department within Social Accountability International (SAI) in 1997 and was formally established as its own not-for-profit organisation in 2007.
<b>Social Benefit</b>	A benefit payable under a social security system.
<b>Social Dialogue</b>	A process of exchange between social partners to promote consultation, dialogue and collective bargaining.
<b>Social Policy</b>	A written document that sets out the global intentions and business orientation of a company with respect to a social standard and its requirements. The amfori BSCI requests business enterprises to create such a document to develop the content of the amfori BSCI Code of Conduct and Terms of Implementation.
<b>Sphere of Influence</b>	For the purpose of the amfori BSCI, it refers to the influential power a business enterprise has towards its business partners to enforce the responsibilities embedded in the amfori BSCI Code of Conduct. The sphere and magnitude of influence results from the <b>influential power</b> ( <i>coercive, institutional, inspirational</i> ) and the <b>position of the business enterprise</b> in the different commercial networks ( <i>crucial interest network; direct contacts network; active network; lost network; future network</i> ).
<b>Stakeholder</b>	An individual, community or organisation that is affected by and may affect some aspect of an organisation’s products, operations, markets, industries, and outcomes. Stakeholders may be <b>internal</b> (for example, employees) or <b>external</b> (for example, customers, suppliers, shareholders, financiers, trade unions, NGOs, the media, the government or the local community).
<b>Subcontractor</b>	An individual or legal entity that signs a contract to perform part or all of the obligations of another's contract. For the purpose of the amfori BSCI, it refers to the business partner which is appointed by the producer, to take over - fully or partly - the final production of goods.
<b>Sub-supplier</b>	For the purpose of the amfori BSCI, sub-supplier refers to the business enterprise that contributes with goods to the producer or its subcontractors. However, sub-suppliers do not perform the contractual obligations of the producer.
<b>Supplier</b>	A vendor or a supplier is an individual or legal entity that contributes goods or services in a supply chain. They may or may not function as distributors of goods. They may or may not function as manufacturers of goods. They may not own the goods (e.g. agents, traders). They may own the goods (importers).
<b>Supply chain</b>	Coordinated system of organisations, people, activities, information and resources involved in moving a product or service in physical or virtual manner from supplier to customer. For the purpose of the amfori BSCI, the supply chain is made up of the <b>amfori BSCI Participant’s significant business partners</b> .
<b>Terms of</b>	For the purpose of the amfori BSCI, the Terms of Implementation (ToI) are annexed documents to the amfori BSCI Code of Conduct, which describe the specific commitments inherent to the implementation of the amfori BSCI Code of Conduct. There

**Implementation  
(TOI)**

are three separate terms of implementation: a) for amfori BSCI Participants; b) for amfori BSCI Participants' business partners which are not included in the monitoring process; c) for amfori BSCI Participants' business partners which are included in the monitoring process. Once signed, these Terms of Implementation act as a unilateral contract entered by the business partner and/or producer. As such, any breach of the Terms of Implementation clauses may give rise to contractual liability.

**Trade Union**

An organisation of workers who have freely banded together to achieve common goals and better working conditions. The trade union, through its leadership, bargains with the employer on behalf of union members (rank and file members) and negotiates labour contracts (collective bargaining) with employers. The most common purpose of these associations or unions is "maintaining or improving the conditions of their employment." This may include the negotiation of wages, work rules, complaint procedures, rules governing hiring, firing and promotion of workers, benefits, workplace safety and policies.

**Third Party  
Partner**

As per the amfori BSCI Terms of Implementation for business partners, "third party partner" is the business enterprise that has a business relationship with a business partner. It is the business partner of the signatory business partner. The term is only used in the amfori BSCI Terms of Implementation for business partners to make a clear distinction between the signatory business partner and the one addressed as a third party. However, third party partners are the same actors as defined under "business partner".

**Wage earners**

Workers of a business enterprise that do not receive a salary on a regular basis (according to the local law) but are paid on the basis of the number of units produced. They may not be considered regular workers, but they are part of the business enterprise structure from a factual perspective. They are reported in the amfori BSCI Audit Questionnaire as "production based workers".

**Worker**

A person working for a business enterprise independent of her/his function, whether directly employed, contracted or otherwise in terms of her/his relationship to the business enterprise.

**Young Worker**

Any working person who is older than a child (see definition), but less than 18 years of age who is no longer subject to compulsory full-time schooling under national law. The extension of this status can be defined by different political instruments aiming at expanding youth protection.

**amfori is the leading global business association for open and sustainable trade. Our vision is of a world where all trade delivers social, environmental and economic benefits for everyone.**

amfori  
Av. De Cortenbergh, 172  
1000 Brussels  
Belgium  
Tel: +32-2-762 05 51  
Fax: +32-2-762 75 06  
info@amfori.org  
[www.amfori.org](http://www.amfori.org)