amfori
Trade with purpose

amfori BSCI Glossary

This updated version of the amfori BSCI Glossary aligns with the amfori's 2024 brand guidelines; however, the content remains consistent with the version 2021. Any updates pertain solely to design and branding elements.

2021

amfori: amfori is a leading global business association for open and sustainable trade. We support retailers, importers, brands and national associations to enhance human prosperity, use natural resources responsibly and drive open trade globally. We call this Trade with Purpose.

amfori Member: A member as defined by amfori by-laws.

amfori Member Commitment Programme: The Member Commitment Programme (MCP) assesses the activities and commitment of all amfori members. Looking at amfori BSCI, amfori BEPI and other activities, the MCP dashboards allow amfori members to track and report their sustainability data, understand their strengths and identify where they could do better. Continuous improvement being at the core of the MCP, recommendations to improve are systematically provided. The MCP also sets minimum engagement requirements, pushing members to address potential non-compliances to avoid exclusion, in order to ensure minimum commitment across the entire membership.

amfori Sustainability Platform: A group of information technology (IT) features and technologies set by amfori to allow amfori members to exchange information on the implementation of different amfori services in their supply chain. This includes, but is not limited to, mapping the supply chain, management of supply chain risks, monitoring activities and their reports, and the remediation process.

Apprentice: Someone who undertakes a system of learning a craft or gains specific expertise within a business enterprise of that sector of knowledge.

Apprenticeship: 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.

APSCA: APSCA (Association of Professional Social Compliance Auditors) is an industry association, whose members represent a substantial majority of the Social Compliance audit industry. Their mission is to enhance the professionalism, consistency and credibility of the individuals and organizations performing independent social compliance audits.

Audit: A methodical examination or review of a condition or situation towards gathering satisfactory evidence. Audits must be objective, impartial and independent. 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 members against the standards emanating from the amfori BSCI Code of Conduct. The term audit includes all types regardless of the methodology used and/or the scope.

Audit Assurance Programme (AAP): An ordered set of procedures designed to guarantee that amfori values and principles are consistently respected when conducting amfori monitoring activities. It includes three main pillars: 1) Monitoring Partner Acceptance, 2) Auditor Qualification and Training, 3) Audit Quality Programme (AQP).

Auditor: A person appointed and authorised to deliver a qualified professional judgment on the social performance of the business partner of an amfori member. For the purposes of the amfori BSCI, auditors shall be registered with APSCA, and qualified through the amfori audit qualification process to be able to conduct an amfori BSCI audit.

Benefit: A payment (such as bonus), service (such as health insurance) or right (such as annual leave) provided by a government or employer in addition to wages or salary.

Business Enterprise: 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 amfori BSCI, business enterprises are the amfori members and their business partners, particularly but not limited to producers whose social performance will be monitored.

Business Partner: 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:

- A producer
- A supplier
- A customer
- An intermediary (such as an agent)
- A recruitment agency or partner
- A sub-contractor

Calibration Meetings: Meetings organised by amfori with the Auditing Companies at different levels to ensure that monitoring activities are managed and conducted in line with the amfori's mission, vision, and expectations. Calibration meetings happen on two levels:

- **Global calibration meetings** are held twice a year with the aim to discuss strategic topics and issues with the auditing company scheme managers.
- **Local calibration meetings** are held in main sourcing countries (e.g. China, India, Türkiye) with the objective to openly discuss local technical auditing issues. Local auditors are invited to a discussion to cover country or region-specific topics. Complex issues identified during the meetings can be picked up with the Task Force.

Capacity Building: The process of assisting an individual or group to identify and address issues and gain insights, knowledge and experience needed to solve problems and implement changes. amfori organises capacity building activities to develop skills and capabilities for both amfori members and their business partners to integrate ESG due diligence into their daily operations.

Cascade Effect: A "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 the further it progresses the more difficult it is to stop. For the purpose of amfori BSCI, amfori members and their business partners strive to inspire a positive cascade effect in their supply chains to observe the amfori BSCI Code of Conduct.

Child: For the purpose of amfori BSCI, the term applies to all persons under the age of 15 years or under the age of completion of compulsory education (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 International Labour Organization (ILO) in response to special application by the country concerned and consultation with representative organisations of employers and workers. The amfori BSCI approach mirrors the ILO definitions.

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.

Code of Conduct (CoC): Formal statement of, and commitment to, the values and principles that reflect the beliefs of amfori members and their business partners. The Code is publicly available and addressed to anyone with an interest in business enterprises' activities and the way they do business.

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 required of everyone. The extent of this education varies from one legislation to another.

Continuous Improvement: It is the process of continuously assessing and improving one's practices, deliverables, and performance. For the purpose of amfori BSCI, amfori members and their business partners are encouraged to improve their due diligence practices on a continuous basis.

ESG Due Diligence: It refers to an enterprise's ongoing process which aims to identify, prevent, mitigate, and account for how it addresses the adverse impacts of its own activities or which may be directly linked to its operations, products, or services by its business relationships. The process should include assessing actual and potential impacts, integrating and acting upon the findings, tracking responses, and communicating how impacts are addressed. The amfori BSCI Code of Conduct, and all the supporting and supplementary material, integrate the characteristics of due diligence as listed by the Organisation for Economic Co-operation and Development (OECD).

Characteristics of ESG Due Diligence[1]

1. Due diligence is preventative
2. Due diligence involves multiple processes and objectives
3. Due diligence is commensurate with risk (risk-based)
4. Due diligence can involve prioritisation (risk-based)
5. Due diligence is dynamic
6. Due diligence does not shift responsibilities
7. Due diligence concerns internationally recognised standards of RBC
8. Due diligence is appropriate to an enterprise's circumstances
9. Due diligence can be adapted to deal with the limitations of working with business relationships
10. Due diligence is informed by engagement with stakeholders
11. Due diligence involves ongoing communication

Furthermore, ESG due diligence can be included within broader enterprise risk management systems, provided that it goes beyond simply identifying and managing material risks to the enterprise itself to include the risks of harm related to matters covered by the amfori BSCI CoC.

[1] https://mneguidelines.oecd.org/due-diligence-guidance-for-responsible-business-conduct.htm

Economic Abuse: Causing, or attempting to cause an individual to become financially dependent on another person, by obstructing their access to or control over resources and/or independent economic activity[2].

Employer Pays Principle (EPP): It is a commitment that reflects Article 1 of Dhaka Principles for Migration with Dignity: "No fees are charged to migrant workers". In line with the principle, no worker should pay for a job; the cost of recruitment should be borne by the employer. For the purpose of amfori BSCI, the cost of recruitment includes the costs and fees in both the countries of origin and destination.

EU General Data Protection Regulation (EU GDPR): The General Data Protection Regulation (GDPR) is the privacy and security law that was drafted and passed by the European Union (EU). Although it was passed at the EU level, it imposes obligations onto organizations anywhere, so long as they target or collect data related to people in the EU, or process the data within EU. The regulation was put into effect on 25 May, 2018.

Fair Recruitment: A set of principles and operational guidelines adopted by the ILO in 2016[3] that aim to protect the rights of workers, including migrant workers, from abusive and fraudulent practices during the recruitment process (including pre-selection, selection, transportation, placement and possibility to return); help to prevent human trafficking and forced labour; and reduce the cost of labour migration and enhance development outcomes for migrant workers and their families, as well as for countries of origin and destination.

Gender: The economic, social and cultural attributes and opportunities associated with being male or female in a particular point in time. Also refers to the socially constructed relationship between women and men and the attributes, behaviour and activities to which each is expected to adhere. Gender differences are determined and reinforced by cultural, historical, ethnic, religious and economic factors. Gender roles differ over time and between cultures but may be changed. Gender is often wrongly conflated with "sex", which refers to the biological differences between women and men[4].

Gender-responsive: Gender responsiveness refers to be responsive to the specific gender dynamics and social and cultural reference points that prescribe the roles of men and women in any given society in any given context. It also refers to outcomes that reflect an understanding of gender roles and inequalities and which encourage equal participation and an equal and fair distribution of benefits. For the purpose of amfori BSCI, amfori members and their business partners commit to integrate the principles of gender-responsive management systems, business and purchasing practices in the company/business culture.

Gender-responsive Procurement: According to UN Women definitions, gender-responsive procurement, (GRP)[5] is the selection of services, goods and civil works that considers their impact on gender equality. Gender-responsive procurement provides an opportunity for the procuring entity to expand its global markets, diversifies its supply chains while simultaneously growing the economy and improving the lives of women and girls around the globe. This may include, but is not limited to, purchasing from women-owned businesses and contracting gender-responsive business partners.

Gender-sensitive: Policies and programmes that consider the particularities pertaining to the lives of both women and men, while aiming to eliminate inequalities and promote gender equality, including an equal distribution of resources, therefore addressing, and considering the gender dimension[6]. For the purpose of amfori BSCI, amfori members and their business partners commit to provide gender- sensitive and equal opportunities and treatment throughout recruitment and employment.

[2] UNWOMEN Glossary of Terms from Programming Essentials and Monitoring and Evaluation Sections (endvawnow.org)
[3] ILO General Principles and operational guidelines for fair recruitment and definition of recruitment fees and related costs
[4] UNWOMEN, Glossary of Terms from Programming Essentials and Monitoring and Evaluation Sections (endvawnow.org)
[5] UNWOMEN, Gender-responsive Procruement
[6] European Institute for Gender Equality, gender-sensitive | European Institute for Gender Equality (europa.eu)

Grievance: It may have a non-judicial and a judicial meaning. As a non-judicial matter, a grievance 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 judicial term, grievance 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.

Grievance Mechanism: 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. For a grievance mechanism to be effective, it should be legitimate, accessible, predictable, equitable, transparent, rights-compatible, and a source of continuous learning.

- **amfori Supply Chain Grievance Mechanism (SCGM):** A grievance mechanism set up by amfori to support its members in providing access to remedy to workers, communities, and their representatives in their global supply chains, where grievances cannot or have not been addressed through operational-level grievance mechanisms. For more information, see the amfori website.
- **Operational-level Grievance Mechanism (OGM):** A formalised means through which individuals or groups can raise concerns about the impact an enterprise has on them—including, but not exclusively, on their human rights—and can seek remedy. Operational-level grievance mechanisms are accessible directly to individuals and communities who may be adversely impacted by a business enterprise. They are typically administered by enterprises, alone or in collaboration with others, including relevant stakeholders. They may also be provided through recourse to a mutually acceptable external expert or body. They do not require that those bringing a complaint first access other means of recourse. They can engage the business enterprise directly in assessing the issues and seeking remediation of any harm.

Holistic Approach: Focusing on the whole rather than parts. For the purpose of amfori BSCI, it refers to the manner of managing risk in the supply chain and acting with the whole ESG due diligence process in mind, rather than focusing on one part of the process. An example of holistic approach is when a member requests their business partners to conduct a self-assessment to understand the risks, which in turn informs the potential audit process, which creates the visibility needed to conduct a sustainable and effective remediation process. In the context of amfori BSCI audits, holistic approach is the manner in which amfori BSCI auditors interrelate multiple amfori BSCI values and principles to come to a professional conclusion on the ESG due diligence performance of the business partner, rather than focusing on each principle in isolation.

Home-based Worker: As per ILO Convention 177 – Home Work Convention[7], home-based workers are workers who work at their home or any other premises of their choice, other than the workplace of the employer. They are either self-employed or subcontracted, paid time-based or by piece, but are not responsible for designing or marketing the product, but contribute their labour.

Social Due Diligence: The process that should be conducted by amfori members and their business partners 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. For the purpose of amfori BSCI, amfori members and their business partners commit to exercise human rights due diligence in their global supply chains in line with internationally recognized principles.

[7] ILO Convention 177, Home Work Convention, 1996

ILO Conventions: The 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 wherever relevant.

ILO Fundamental Conventions: The ILO'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 and compulsory labour; the effective abolition of child labour; and the elimination of discrimination in respect of employment and occupation.These principles are covered in the ILO's Declaration on Fundamental Principles and Rights at Work (1998)[8]. Ratifying countries commit themselves to applying the convention in national law and practice and reporting on its application at regular intervals.

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 nonbinding 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.

Intermediary: An intermediary 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 or may not own the goods (e.g. agents, traders, or importers).

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 amfori member or business partner that is causing or contributing to a negative impact.

Living Wage: The remuneration received for a standard workweek by a worker in a particular place sufficient to afford a decent standard of living for the worker and her or his family. Elements of a decent standard of living include food, water, housing, education, health care, transportation, clothing, and other essential needs including provision for unexpected events[5].

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.

[8] ILO 1998 Declaration on Fundamental Principles and Rights at Work and its Follow-up
[9] Global Living Wage Coalition, What is a Living Wage

Migrant: An umbrella term, not defined under international law, reflecting the common lay understanding of a person who moves away from his or her place of usual residence, whether within a country or across an international border, temporarily or permanently, and for a variety of reasons. The term includes a number of well defined legal categories of people, such as migrant workers; persons whose particular types of movements are legally defined, such as smuggled migrants; as well as those whose status or means of movement are not specifically defined under international law, such as international students[6].

Migrant Worker: For the purpose of amfori BSCI, a worker who works within their home country, yet away from their place of usual residence, is called a ''domestic migrant worker''; and a worker who works outside of their country or origin is called a ''foreign migrant worker''. Women migrant workers constitute 48% of overall foreign migrants. Migrant workers are considered as vulnerable persons as they may be at risk to forced and bonded labour in addition to facing inhumane treatment and working conditions.

Monitoring: Monitoring is a systematic process, which enables business enterprises to measure and analyse social performance identify critical problems pro-actively and use data to make decisions that will improve the quality and efficiency of its due diligence. For the purpose of the amfori BSCI, monitoring is mainly conducted by means of self-assessments, amfori BSCI audits, and the amfori Supply Chain Grievance Mechanism.

Personal Protective Equipment (PPE): Personal protective equipment (PPE) refers to protective clothing, helmets, goggles, masks or other garments or equipment designed to protect the wearer's body from injury and infectious diseases. Protective equipment may be worn for job-related occupational safety and health. The purpose of personal protective equipment is to reduce workers' exposure to hazards and to protect them from contagious diseases when engineering and administrative controls are not feasible or effective to reduce these risks to acceptable levels.

Prison Labour: A form of unfree labour. The term may refer to two different notions: labour as a form of punishment and labour as a form of occupation of convicts. The term is included, along with a set of relevant requirements, under ILO Convention 29 – Forced Labour Convention[11]. As per amfori BSCI Code of Conduct, prisoners, who engage with prison labour no matter the conditions, are vulnerable persons.

Reasonable Endeavour: For the purpose of amfori BSCI, it means that amfori members and their business partners make every effort that they reasonably can towards the achievement of the commitment they make by signing the amfori BSCI Code of Conduct, consistent with the values and principles that the amfori BSCI Code of Conduct sets out.

Residential Facilities: A structure that grants safe living accommodation and housing to workers. It can be provided or mandated by the employer, a recruitment partner, or another party. It can be on- or off-site, but the location must ensure that the workers are not exposed to natural or production- related hazards or health and safety risks.

Responsibility (RSP): The active role assumed by amfori members that adhere to the amfori BSCI Code of Conduct to take an active role in working together with their business partners (particularly producers), and with other amfori members with whom they share the same business partners, to lead them through ESG the due diligence process. It relies on the ability of amfori members to act or decide upon the spirit, values and principles set out in the amfori BSCI Code of Conduct, without the need for supervision.

Risk Assessment: A formal estimation of the likelihood of suffering damage as a result of identified hazards. A risk assessment is an integral part of the amfori BSCI implementation both for amfori members and their business partners. Risk assessment with a scoping exercise to identify the most significant risks of harm in a company's own operations and supply chain. The scoping should build on known sector risks and take into consideration relevant risk factors. It should be periodic, informed and documented.

[10] IOM, Glossary of Migration
[11] ILO Convention 29, Forced Labour Convention, 193

Seasonal Worker: A worker who works on a short-term basis or only works in certain seasons. Seasonal workers are also often more vulnerable to abuses than other workers. So, as per amfori BSCI Code of Conduct, seasonal workers are considered as vulnerable persons.

Self-assessment: The process by which a person or organisation plans, organises, executes and evaluates its actions and determines the level of performance achieved. In the context of the amfori BSCI, it is the process of gathering information in order to understand the level of risk, and support the decisions regarding the implementation of the next ESG due diligence steps. amfori provides self- assessment questionnaires to be used for this purpose. The information collected in these documents is a self-declaration and cannot be compared to other verified activities, such as an audit. Self- assessments enable the amfori members and their business partners to have the strategy, processes, and sufficient resources in place to meet their commitment to the amfori BSCI Code of Conduct, and ensure that there is continuous improvement in its implementation.

Signatories: It refers to amfori members, and their business partners, including producers, intermediaries and those involved in worker recruitment process in the amfori BSCI Code of Conduct V.2021.

Sphere of Influence: For the purpose of the amfori BSCI, it refers to the influential power a business enterprise has towards their business partners to enforce the commitment they make by signing the amfori BSCI Code of Conduct. The sphere and magnitude of influence results from the influential power (coercive, institutional, inspirational) and the position of the business enterprise in the different commercial networks (crucial interest network; direct contacts network; active network; lost network; future network). The sphere of influence has a close connection with leverage.

Stakeholder: An individual, community or organisation that is affected by and may affect some aspect of an organisation's actions, products, operations, markets, industries, and outcomes. Stakeholders may be internal (for example, employees) or external (for example, customers, suppliers, shareholders, financiers, trade unions, NGOs, media, government or local communities).

Stakeholder Engagement: A set of processes and actions identified and taken to have an active dialogue with stakeholders, with the aim to ensure transparency, inclusion, two-way communication, and where relevant, identification, mitigation and remediation of negative impacts to individuals and communities. Stakeholder engagement or consultation refers here to an ongoing process of interaction and dialogue between an enterprise and its potentially affected stakeholders that enables the enterprise to hear, understand and respond to their interests and concerns, including through collaborative approaches.

State Imposed Forced Labour (SIFL): It concerns work exacted by state authorities, the military or paramilitary, compulsory participation in public works, and forced prison labour (under certain conditions). Forced labour imposed by rebel groups has also been considered to fall within this category.

Supply Chain: 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.

Temporary Worker: A worker who is under "temporary employment, whereby workers are engaged only for a specific period of time, includes fixed-term, project- or task-based contracts, as well as seasonal or casual work, including day labour"[7]. Temporary workers are also often more vulnerable to abuses than other workers. So, as per amfori BSCI Code of Conduct, temporary workers are considered as vulnerable persons.

[12] IOM, What is Temporary Employment?

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.

Transparency: For the purpose of amfori BSCI, it refers to the act of making processes, decisions, outcomes, and root causes visible, available, and accessible to internal and external stakeholders. Transparency is a value within amfori BSCI that expects amfori members and their business partners to openly communicate on their actions and impacts between each other, as well as with shareholders, stakeholders and governments.

Violence and Harassment: As per the ILO Convention C190 - Violence and Harassment Convention[13], it "refers to a range of unacceptable behaviours and practices, or threats thereof, whether a single occurrence or repeated, that aim at, result in, or are likely to result in physical, psychological, sexual or economic harm, and includes gender-based violence and harassment". For the purpose of amfori BSCI, violence and harassment include corporal punishment, verbal, physical, sexual, economic, or psychological abuse, and mental and physical coercion in the workplace.

Vulnerable Persons: It refers to individuals and members of communities who might be at risk, or are put into situations that cause insecurity, due to their sex, gender, age, religion, race, caste, birth, social background, disability, ethnic and national origin, nationality, membership in unions or any other legitimated organisations, political affiliation or opinions, sexual orientation, family responsibilities, marital status, pregnancy, diseases, or any other condition. Vulnerable persons may include young workers, older workers, workers with disabilities, pregnant and nursing women workers, women agricultural workers, migrant workers (both domestic and foreign), temporary workers, seasonal workers, workers who are not under a collective bargaining agreement (CBA), workers hired indirectly, workers on probation, workers with night shifts, and workers on parental leave. Vulnerability can depend on the context, and certain individuals, groups, and communities may be vulnerable in more than one aspect.

Worker: A person working for a business enterprise independent of their function, whether directly employed, contracted or otherwise in terms of their relationship to the business enterprise.

Workplace: As defined by the ILO Convention 190 – Violence and Harassment Convention, it refers to the space the workers use in the course of, linked with or arising out of work. It includes public and private spaces where they are a place of work: where the worker is paid, takes a rest break or a meal, or uses sanitary, washing and changing facilities, stays in employer-provided accommodation. Workplace involves work-related communications, including those enable by information and communication technologies. Workplace also covers commuting to and from work. Workplace implicates a broader scope, such as work-related events outside of workplace, employer-provided accommodation, or work-related technologies.

Young Worker: Any working person who is older than a child (see definition above), 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.

[13] ILO Convention 190, Violence and Harassment Convention, 2019
[14] IBID

List of ABBREVERATIONS

- **AAP** Audit Assurance Programme
- **APSCA** Association of Professional Social Compliance Auditors
- **AQP** Audit Quality Programme
- **CEDAW** Convention on the Elimination of All Forms of Discrimination against Women
- **CBA** Collective Bargaining Agreement
- **CoC** Code of Conduct
- **CRC** Convention on the Rights of the Child
- **EPP** Employer Pays Principle
- **EU** European Union
- **EU GDPR** EU General Data Protection Regulation
- **FAO** The United Nations Food and Agriculture Organization
- **ILO** International Labour Organization
- **IOM** International Organization for Migration
- **IT** Information Technologies
- **MCP** Member Commitment Programme
- **NGO** Non-governmental Organization
- **OECD** Organization for Economic Cooperation and Development
- **OHS** Occupational Health and Safety
- **OGM** Operational-level Grievance Mechanism
- **PPE** Personal Protective Equipment
- **RSP** Responsibility Holder
- **SCGM** amfori Supply Chain Grievance Mechanism
- **UN** The United Nations
- **UNGP** United Nations Guiding Principles on Business and Human Rights
- **UNECE** United Nations Economic Commission for Europe
- **WEPs** Women Empowerment Principles

amfori
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amfori
Avenue de Tervueren 270
1150 Brussels, Belgium
T +32 (0) 2 741 64 76
E info@amfori.org

amfori.org