



The Equitable Food Initiative Vocabulary

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Responsibility for these Requirements

The EFI Standards Committee has responsibility for this document, and will periodically review and update it.

Users should verify that they are using the latest copy by checking on the EFI website at:

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Versions Issued

Version No.	Date	Description of Amendment
v1.0 & 1.1	2014	Unofficial versions used internally
1.2	March 1 st , 2015	First public-facing version
1.3	December 8 th , 2017	The branding of this document was updated to meet current EFI requirements. The meaning or intent of the guidance was not changed.

About the Equitable Food Initiative (EFI)

EFI is a non-profit skill-building and certification organization that brings growers, farmworkers, retailers, and consumers together to create a safer, more equitable food system. This unique approach sets standards for labor practices, food safety and pest management while engaging workers at all levels to address issues and challenges in the produce industry.

Our Mission Statement

To bring together growers, farmworkers, retailers and consumers to transform agriculture and the lives of farmworkers.

We Believe:

- That being a farmworker is a valuable and honorable profession.
- The skills and contributions of farmworkers create a healthier work environment and produce safer food.
- The future of agriculture lies within the collaboration among growers, farmworkers, retailers and consumers.
- By transforming agriculture, we will transform lives.

1 Purpose and Scope

1.1 This vocabulary defines terms and abbreviations used by EFI.

2 Introduction

2.1 Where possible, definitions in this document are taken from or based on definitions taken from authoritative sources, including:

2.1.1 The International Organization for Standardization (ISO).

2.1.2 ISEAL Alliance's Code of Good Practice for Setting Social and Environmental Standards – Implementation Manual.

2.1.3 The GFSI Guidance Document

2.2 Modifications made to these definitions have been made when necessary to address the specific circumstances of the EFI Scheme.

Term	Definition
AB	See Accreditation Body.
Accreditation	A process by which an authoritative body gives formal recognition of the competence of a Certification Body to provide certification services against an international standard.
Accreditation Body	An organization appointed by EFI to have jurisdiction to formally recognize the competence of a CB to provide EFI certification services.
Affiliate	Any direct or indirect holding company or subsidiary company of the relevant entity. A company is a “Subsidiary” of another company, if the latter company: (a) holds a majority of the voting rights in it; or (b) is a member of it and has the right to appoint or remove a majority of its board of directors; or (c) is a member of it and controls alone, pursuant to an agreement with other shareholders or members, a majority of the voting rights in it. “Company” includes any corporate or any legal entity capable under law of making a contract.
Annual Fees	Specified in the EFI Licensing Agreement and CB Agreement.
Applicant CB	A Certification Body applying to be an EFI Accredited Certification Body (“CB”).
Audit	A systematic and functionally independent examination to determine whether activities and related results comply with a conforming scheme, whereby all the elements of this scheme are assessed for compliance by engaging with farmworkers and management, reviewing the auditee’s manuals and related procedures, and an evaluation of the facilities.
Audit Evidence	Records, statements of fact or other information, which are relevant to the audit criteria and are verifiable. NOTE: Audit evidence may be qualitative or quantitative.
Audit Findings	Results of the evaluation of the collected audit evidence against audit criteria. NOTE: Audit findings can indicate either conformity or nonconformity with audit criteria.
Audit Sampling	The application of audit procedures to less than 100% of the population.
Audit Scope	Extent and boundaries of an audit. NOTE: The audit scope is defined by the physical locations, agricultural product, organizational structure, activities and processes, as well as the time period covered.
Audit Team	One or more auditors conducting an audit, supported if needed by technical experts. NOTE 1: One auditor of the audit team is appointed as the audit team leader. NOTE 2: The audit team may include auditors-in-training.
Auditor	Person with the competence to conduct an audit.
Board of Directors	EFI’s governance body.
Bribe	Money or favor given or promised in order to influence the judgment or conduct of a person in a position of authority or trust.
Cancellation of Accreditation	Voluntary cancellation of an accreditation contract by any party to the agreement according to the contractual arrangements.
Cancellation of Certification	Voluntary cancellation of a certification contract by any party to it according to contractual arrangements in the Licensing Agreement.
CAP	See Corrective Action Plan.
CAR	See Corrective Action Request.
CB	See Certification Body.

Term	Definition
CB Agreement	Contract stipulating the contractual obligations between EFI and accredited CBs
Certificate	A formal document issued by a CB as evidence that the party(ies) named on the certificate is in conformity with the Standards noted on the certificate for the scope given.
Certificate Holder	An entity which holds a certificate issued by an EFI accredited CB.
Certification	Procedure by which a third party gives written or equivalent assurance that a product, process or service conforms to specified requirements.
Certification Body	A provider of auditing and certification services, accredited to do so by an Accreditation Body NOTE: The terms CB, Conformity Assessment Body and CAB refer to accredited CBs.
Certification Requirements	Rules, procedures, and management for the auditing and certification processes.
Certification Scheme	The EFI Standards and related documents that detail the procedures for conducting EFI audits, measuring and reporting conformity and certifying a Grower.
Certification System	See Certification Scheme
Certified	An operation and or product named on a valid Certificate.
Certifier	See Certification Body.
Child	Any person less than 16 years of age, unless local minimum age law stipulates a higher age for work or mandatory schooling, in which case the higher age would apply.
Child Labor	Any work by a child younger than the age(s) specified in the definition of a child.
Client	The legal entity applying to the CB for certification or that holds valid EFI certificate. Also known as a Grower.
Company	The entirety of any organization or business entity responsible for implementing the requirements of the Standards, including all personnel (i.e. directors, executives, management, supervisors, and non-management staff, whether directly employed, contracted or otherwise representing the company).
Competence	The demonstrated ability to effectively apply appropriate knowledge, skills and technical understanding to undertake roles and activities in a manner which meets defined levels of achievement.
Conformity	Fulfillment of a requirement or expectation that is stated, generally implied or obligatory.
Conformity Assessment Body	See Certification Body
Consumer Ready Tamper Proof Product	Any single item for presentation as such to the ultimate consumer consisting of a foodstuff and the packaging into which it was put before being offered for sale, whether such packaging encloses the foodstuff completely or only partially, but in any case in such a way that the content cannot be altered without opening or irreversibly changing the packaging.
Corrective Action	The implementation of a systemic change or solution to ensure an immediate and on-going remedy to a nonconformity.
Corrective Action Request	Describes detected nonconformity along with a request for corrective action by the responsible organization.
Critical Indicator	An indicator in the Standards which has been designated to be audited during each audit of the certification cycle.

Term	Definition
Current CB	The CB to which an entity is currently contracted.
Current Requirements	EFI Certification Scheme documents that are in force.
Days	Working days in the country where the main office of the CB is located.
EFI	The Equitable Food Initiative.
EFI Accredited Certification Body	A CB which is accredited by the AB to undertake certification audits of applicants for the EFI certification scheme, issue Certificates and conduct surveillance within the scope set by the AB.
EFI Certification	See Certification.
EFI Trustmark	The label trademarked by EFI and licensed for use on products and to promote products certified to the EFI certification scheme.
EFI Licensing Agreement	Contract between EFI and a certified Grower pertaining to the use of the trustmark and the payment of fees.
EFI Requirement	An element mandated by EFI for CBs or for certified entities.
Entity	See Legal Entity.
Equitable Food Initiative	A multi-stakeholder initiative that brings together workers, growers and retailers in the effort to produce better fruits and vegetables. See EFI.
Expired Certificate	A certificate that reached the expiration date without having been renewed by the issuing CB. This certificate is no longer valid.
Farm	An agricultural operation that has common workforce and management system.
Farmworker	A farmworker is a person performing non-supervisory agricultural work on a farm that is participating or seeks to participate in the EFI. The Grower is an “employer” of the farmworker for purposes of the EFI – and the worker is an “employee” of that employer -- whether the worker is hired and/or supervised directly by the Grower or is hired and/or supervised through a farm labor contractor, temporary agency or other intermediary.
Farmworker Interview (FWI)	A required part of an auditor’s data-collection.
Forced Labor	All work or service that is extracted from any person under the menace of any penalty for which said person has not offered him/herself voluntarily or for which such work or service is demanded as a means of repayment of debt.
Grower	A person or entity that cultivates crops. See also “Farmworker”.
Grower Mapping	A collaborative process between the Grower and EFI to document information that is used to inform the training and certification processes.
Guidance	Examples, explanations, illustrations, background and other information to help users understand EFI Standards and indicators.
Immediate Family Member	Mother, father, brother, sister, spouse, child, mother-in-law or father-in-law.
Indicator	A statement describing a condition or conditions that must exist on an EFI certified farm which is subject to an assessment of conformity by an auditor.
Inform	Provide information to a party, keeping a record of having provided the information.
Initial Audit	An audit covering 100% of the indicators usually performed at the start of a certification cycle.

Term	Definition
Invalid Certificate	A certificate that is withdrawn, terminated or expired. A certificate that has been suspended is still a valid certificate (but inactive). A certificate may also become invalid if the CB loses its accreditation. An invalid certificate cannot be transferred.
ISO	International Organization for Standardization.
Key Personnel	Staff within the CB who make decisions on certification and top management.
Label	The on-product use of the EFI Trustmark.
Lead Auditor	Auditor who is given the overall responsibility for a specified audit
Leadership Team (LT)	The Leadership Team is a body of grower and farmworker representatives that uses an interest-based problem-solving process to help an operation become and stay conformant with EFI Standards. This body may go by different, self-selected names.
Legal Entity	Any individual, partnership, proprietorship, corporation, association or other organization that has, in the eyes of the law, the capacity to make a contract or an agreement and the abilities to assume an obligation and to pay off its debts. A legal entity, under the law, is responsible for its actions and can be sued for damages.
Legal Requirements	Any present or future law, regulation, directive, instruction, direction or rule of any competent authority including any amendment, extension or replacement thereof which is from time to time in force.
Licensing Agreement	The contract between EFI and a Grower that sets forth the legally-binding terms and conditions for use of the EFI Trustmark and payment of licensing fees.
Licensed Products	The products described in the Licensing Agreement.
Licensee	The person or entity holding an EFI Licensing Agreement.
Major Indicator	An indicator that is likely to be audited during a verification audit.
May	A permitted course of action, within the limits of the Standards.
Minor Indicator	An indicator classified by the EFI as minor such that, when there is no history of nonconformity, is unlikely to be audited during a verification audit.
Multi-site Certification	Certification of one legal entity with more than one site under the same management system.
Nonconforming Product	Produce that is claimed to be EFI-certified (including, but not limited to, being labeled with the EFI Trustmark) for which a certificate holder or other claimant is unable to prove that the product is from an EFI-certified source, or that has been produced in a way that is not conforming to the EFI Standards.
Nonconformity	A deviation of product or process from specified requirements, or the absence of, or failure to implement and maintain, one or more required management system elements, or a situation which would, on the basis of available objective evidence, raise significant doubt as to the conformity of what the Grower is supplying.
Normative	A prescriptive element; a requirement.
Objective Evidence	Verifiable information or records pertaining to the quality of an item or service or to the existence and implementation of a quality system element, which is based on visual observation, measurement or test that can include independent witnesses, peer-reviewed scientific research, or otherwise verifiable and credible information.

Term	Definition
Observation	An issue raised by a CB for which no evidence of nonconformity has been found and for which the CB or its auditor feels that the potential exists for a nonconformity to arise in the future.
Packing Facility	Facilities that process agricultural products into other semi-finished or finished products. This includes facilities which blend or repackage products containing EFI-certified products.
Paid Bereavement Leave	Compensation for leave related to the death of an immediate family member that is equal to what the farmworker would have received performing normal duties.
Peak Season	The period of operations when the most farmworkers are employed by a Grower.
Posted	The display of documents and/or signage in a location on the farm that is easily accessible to farmworkers during the normal course of their workday.
Post-harvest activities	All activities that take place following the initial harvest of produce into field containers. Post-harvest activities include storage, grading, re-packing from field containers, processing or transformation of produce.
Preceding CB	The CB that first issued a certificate and that was a contract partner until the certification contract was taken over and terminated.
Preventive Action	Action to eliminate the cause of a potential nonconformity or other undesirable potential situation.
Processing Facility	See Packing Facility.
Quarter	One of four 3-month periods of a calendar year.
Recertification	Audit of a certificate holder prior to the expiration of an existing certificate to determine if the certificate holder continues to meet the EFI Standards.
Root Cause	The source or origin of nonconformity, as well as any contributing factors involved.
Scheme Document	Official documents setting out rules and procedures for accreditation, certification, assessment and audit relevant to the EFI scheme.
Scope	Can mean scope of certification or scope of accreditation or both depending on context.
Scope of Certification	The specific Grower, location and product that a valid certificate applies to.
Scope of EFI Accreditation	Specific tasks for which accreditation of a CB is sought or has been granted.
Shall	Denotes a requirement.
Should	Denotes a requirement that should be followed unless there are reasons not to. If so, the justification for not following the requirement shall be recorded.
Site	A discrete physical location. A field may also be referred to as a site.

Stakeholder	Any person or group (including workers, worker organizations, governmental and non-governmental institutions, traditional communities, universities, research institutions, development agencies and banks, donors, etc.) with an interest or claim (whether stated or implied) which has the potential of being impacted by or having an impact by a certification. Stakeholder groups that have a direct or indirect "stake" can be at the household, community, local, regional, national, or international level.
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Term	Definition
Standards	Conditions which must exist on an EFI certified farm as verified through a conformity assessment of each Standard's associated indicators.
Standards & Scheme Committee	A committee of the EFI Board of Directors focused on the development and continuous improvement of the EFI Certification Standards and Certification Scheme.
Stratification	The process of dividing a population into sub-populations, each of which is a group of sampling units, which have similar characteristics.
Subcontracting	The process of contracting out to third parties or affiliates for which there is a written, legal agreement between the parties.
Subcontractor/ Sub-supplier	A business entity in the supply chain which, directly or indirectly, provides the Grower with goods and/or services integral to, and utilized in/for, the production of the Grower's and/or company's goods and/or services (includes contract processors, transportation companies, distribution companies and any other storage or processing facilities).
Succeeding CB	The CB to which a client wishes to move or to which a client has moved.
Superseded	EFI certification scheme documents that have been withdrawn and replaced with a new version.
Surveillance	Set of activities, except re-certification, to monitor the continued fulfillment by accredited CBs of requirements for accreditation, or of certificate holders of requirements for certification.
Surveillance Audit	The periodic or random review and assessment of a certificate holder's activities in order to determine on-going conformity with the Standards and and/or remediation of nonconformities raised.
Surveillance Report	The report of a Surveillance Audit
Suspension of Accreditation	Process of temporarily making EFI accreditation invalid, in full or in part of the scope of accreditation.
Suspension of Certificate	The temporary removal by the CB of all or part of a certificate holder's scope of certification pending corrective action by the certificate holder. A suspended certificate cannot be transferred.
Technical Expert	Person who provides specific knowledge or expertise to the audit team.
Termination	Cancellation of the certification contract by either party according to contractual arrangements.
The EFI Claim	EFI approved text which must accompany the EFI Trustmark when displayed on products, menus or catering lists.
Traceback	The activity to identify the origin of a specified unit and/or batch of product located within the supply chain by reference to records held by individuals or companies who are EFI Licensees. In the EFI's context a specified unit and/or batch of product are produce, produce materials or produce products from a certified Grower.
Transfer Date	Date on which all rights and obligations for maintaining the certificate shall be passed from the current CB to the succeeding CB.
Transfer of Certificate	Moving the responsibility for maintaining an active EFI certificate from one CB to another.
Trustmark	Graphic design, consisting of the EFI logo plus other required elements for on-product uses, which can be used, subject to the terms of the Licensing Agreement, by Growers who hold an EFI certificate in good-standing.
Valid Certificate	A certificate that is not suspended, withdrawn, terminated or expired. Only active valid certificates can be transferred.

Term	Definition
Withdrawal of Certificate	The irrevocable removal by the CB of all or part of a certificate holder's certification as a result of noncompliance with requirements or contractual commitments.
Withdrawal of Certification	Process of terminating a certification, in full or for part of the scope.
Withdrawing Accreditation	Process of cancelling accreditation in full or for part of the scope.
Worker	See Farmworker.