

Term	Definition
'SFA Certified' product	A product that has been produced in accordance with the SFA Cashmere Standard (and its predecessors), processed in accordance with the SFA Clean Fibre Processing Standard and traded in accordance with the SFA Chain of Custody Standard (and its predecessors). 'SFA Certified' products that have at any time been in the physical possession of an entity that is not certified against the SFA Chain of Custody Standard (or its predecessors) is no longer considered 'SFA Certified'.
'SFA Certified' Herding Organisation	A registered herder organisation that has been independently verified as meeting the minimum requirements of the Rangeland Stewardship and Animal Husbandry Codes of Practice.
Actual conversion factor	A conversion factor observed by a processor resulting from a specific types of processing on a specific batch of product.
Affiliate	Individuals, organisations and groups with an expressed interest in the SFA's work, or a lapsed SFA membership of any kind.
Animal Husbandry Code of Practice	Shortened name for the Animal Husbandry and Cashmere Fibre Harvesting Code of Practice.
Appeal	Request by the entity to the CAB, or by the CAB to the oversight body, for the reconsideration of an assessment decision.
Assessment	Review of compliance or performance of a product, process, system, person or entity against specified requirements.
Assessment, full	Assessment by a CAB of an entity against all of the requirements of a specific Standard. Determines whether a scope certificate may be issued to an entity.
Assessment, initial	A first full assessment for an entity. Determines whether a scope certificate may be issued to an entity for the first time.
Assessment, monitoring	An assessment triggered by a complaint or information in the public domain as part of an investigation, that is conducted by a CAB in addition to the entity's scheduled surveillance assessments.
Assessment, reassessment	Any full assessment subsequent to an initial assessment. Determines whether a new scope certificate may be issued to an entity that has previously held a scope certificate.
Assessment, remote	An assessment conducted video calls, electronic document review, etc. May be partial (i.e. with reduced on-site visits) or full (without any on-site visits).

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Assessment, surveillance	And assessment that reviews interim performance in higher risk entities.
Assessor	Person with the competence to conduct an assessment.
Associate member	Individuals, organisations and groups with limited access membership. Only available to charities, non-profits and educational bodies.
Assurance	Demonstration that specified requirements relating to a product, process, system, person or entity are fulfilled.
Assurance model	The approach that results from decisions made by the scheme owner about the type of assurance activities the scheme will carry out, the structures in place for coordinating and overseeing these activities, and the roles and responsibilities for implementing the assurance system.
Assurance system	A systematic approach to carrying out assurance in which a set of requirements, rules and procedures are consistently applied.
Audit	See assessment.
Batch	A discreet group of products.
Bespoke claim	An 'SFA Certified' claim that needs prior approval from a CAB. All claims that are not supplied claims are bespoke claims.
Blending	Combination of different types of fibres.
Brand	Organisations that control the design, development, and purchase of products for sale under their own name.
CAB oversight	Assessment of an Conformity Assessment Body's demonstration of competence to carry out specific assurance and certification tasks.
Cashmere Connect	Cashmere Connect is the SFA's online platform for linking accredited producers of SFA Certified Cashmere with buyers in the cashmere supply chain.
Cashmere Processing Plant	Companies that process raw cashmere fibre (dirty fibre) to a point where clean fibre is made available or sold on to other cashmere manufacturing processes.
Cashmere Trading Company / Trader	Companies or individual traders who purchase cashmere fibre from herder organisations and sell on to processing plants or other processing/manufacturing organisations.

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Certificate	An official attestation that something meets a specific set of requirements as assessed and verified by a quality assurance process. Includes scope certificates and transaction certificates.
Certificate of conformity	See scope certificate.
Certification	The act of providing an official attestation (a certificate), as proof that something meets a specific set of requirements as assessed and verified by a quality assurance process. Includes recertification.
Certification Team	A CAB's team of certification decision makers who are experienced and competent in validating if evidence is sufficient and if the CAB's assurance processes have been followed correctly, in order to determine if a certificate may be issued.
Chain of Custody (CoC)	The custodial sequence that occurs as ownership or control of the material supply is transferred from one custodian to another in the supply chain.
Claim	<p>Promotional communications about the sustainability attributes of a product, process, service, or organisation. This includes communications about the assurance status of a client and/or the client's association with the scheme.</p> <p>Note: These communications can be business-to-business or business to-consumer and can be made by the scheme owner or by its clients. Claims can be made via a range of media including text, logos, labels, trust marks, etc.</p>
Claim, 'SFA Certified'	An 'SFA Certified' claim is any statement that mentions or references the SFA Standards. Claims may include any combination of logo use and text claims, whether a general claim or a product claim. The type of claim that can be made is dependent on the nature of the product being sold, and the level of assurance underpinning the claims being made.
Claim, General	A general claim is any claim that does not reference a specific product. These claims may infer that an organisation is a member of the SFA, purchases 'SFA Certified' fibre or is certified against one of more of the SFA Standards. General claims may appear as corporate commitments, sustainability strategies, a website representing the work of the SFA, banners at a trade show, use in advertisement and/or catalogue. The SFA Certified logo should not accompany general claims. In corporate communications, members must not make any statement that may lead consumers to believe that SFA membership by itself implies the selling of SFA certified products.
Claim, Product	Product claims refer to any claim that a specific product is 'SFA Certified' in some way (e.g. bales, hangtags, clothing labels, online

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	product description, point of sale marketing). These include, but are not limited to, final products. Product claims include on-product claims that appear on the packaging of specific products (clothing labels, hangtags) and off-pack claims, which are product-specific communications such as shipping documents, advertisements, flyers, brochures, posters.
Claim, Qualifying statement	A statement that accompanies on-product claims bearing the 'SFA Certified' that includes qualifying information about the SFA to increase consumer understanding and awareness of their work.
Claim, supplied	An 'SFA Certified' claim that does not need prior approval from a CAB.
Competence	The quality of having sufficient knowledge, judgement, or skill for a particular duty.
Complaint	A grievance about a person's or company's attitude or behaviour or an unfair procedure made through a formal complaints procedure managed by an entity, CAB or the SFA.
Competent person	An identifiable person that is able to demonstrate (to a CAB) their competence in practice, or where not practicable (such as in demonstrating competence in slaughtering techniques), in theory.
Component	A uniquely identifiable material that is included or intended to be included as a part of a final product. Components can be easily identified by consumers on the finished product.
Conformity	Demonstration that requirements of a standard or performance measure are fulfilled.
Conflict of Interest	Any circumstance in which the impartiality and professional responsibilities of an individual or organisation are, could be, or may appear to be compromised. Thus, conflict of interest can be actual, potential, or perceived.
Conformity Assessment Body (CAB)	An organisation whose competence, credibility, independence and integrity in carrying out conformity assessment activities has been endorsed by an Accreditation Body that is a signatory of the International Accreditation Forum's (ILAF) Multilateral Agreement (MLA).
Conformity Mark License	The licence issued by an SFA approved CAB to a compliant supply chain actor granting permission to use the 'SFA Certified' logo on a specific product for a defined purpose (e.g., use on a hang tag, promotional materials or in correspondence).

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Consensus	<p>General agreement characterised by the absence of sustained opposition to substantial issues by any important stakeholder group.</p> <p>Note: Consensus should be the result of a process seeking to take into account the views of interested stakeholders, particularly those directly affected, and to reconcile any conflicting arguments. It need not imply unanimity.</p>
Consumer	A person or group who purchases goods and services for personal use.
Content Claims Standard	A Standard against which part of the <a href="#">SFA Chain of Custody Guidelines</a> is delivered. For more information see the <a href="#">Textile Exchange website</a> .
Continuous Improvement Plan (CIP)	The Continuous Improvement Plan is a plan completed by the Producer which identifies priority sustainability improvements, establishes targets, and sets out specific actions and interventions to meet these targets. All producers are required to develop and implement a CIP before they can be licensed to sell SFA Certified Cashmere. The CIP is developed by the Producer Organisation Manager or Farm Manager according to a specified process from the SFA.
Conversion factor	A constant that estimates the amount added or lost from a product as a result of specific types of processing.
Corrective action	An action to eliminate the cause of a non-conformity or another undesirable situation and to prevent recurrence.
Corrective Action Plan (CAP)	A document outlining remediation steps for any incidental or systemic non-conformity identified during an assessment. The CAP is completed by the Farm Manager or Producer Organisation Manager (with support from the Implementing Partner), using a standard template from the SFA.
Criteria (also refer to indicator or requirement)	A defined standard by which something can be judged or decided.
Critical breach	Serious failures to meet the fundamental principles of an SFA standard(s), or action or inaction that brings the SFA into disrepute as a result of judgements by a court of law, or other legal or administrative body determining wilful and deliberate harm on issues relating to a requirement within the scope of the SFA program, knowingly providing false, incomplete, or misleading information or claims to the SFA, the CAB or other stakeholder within the SFA program, repeated non-conformances not satisfactorily addressed, serious human rights or animal welfare

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	abuses, including workers, communities, and/or indigenous peoples; and domestic or wild animals, serious environmental, social or cultural impacts caused by negligence or lack of control to prevent or mitigate severity of the impacts, fraudulent representation of Free Prior Informed Consent (FPIC), major accident event caused by negligence or lack of control to prevent or mitigate the severity of the impacts or evidence of serious fraud, bribery or corruption, including links to criminal activity.
Data	Reinterpretable representation of information in a formalised manner suitable for communication, interpretation or processing.  Note: Data can be qualitative or quantitative.
Dehaired [fibre/cashmere]	Fibre that has been scoured and dehaired, but yet had any more processing done to it since.
Derogation	A derogation is a temporary normative measure that allows for a requirement to be applied differently, or not at all. Derogations cannot be applied beyond the next scheduled review of a Standard, at which point a derogation must expire or become a formal revision as per the SFA Standard Setting Procedure.
Dispute	Any disagreement between parties (e.g., a complaint, grievance).
Dispute resolution system	A mechanism that allows individuals, communities, or organisations to raise and resolve complaints and grievances with scheme owners, assurance providers, or oversight bodies.
Distributor	An entity which takes physical possession of claimed material, but which is not a processor and does not transform products, including any (re)packaging which affects labelling or identification of materials (e.g., bagging of bulk cashmere, or applying a logo to finished products).
Diversity, equity and inclusion	The creation of opportunities and reduction of disparities in opportunities and outcomes for diverse communities; fair and respectful treatment of all people; the creation of an environment where everyone feels welcome and respected and able to fully participate.
Due diligence	The ongoing process enterprises carry out to identify, prevent, mitigate and account for how they address actual and potential negative impacts in their own operations, their supply chain and other business relationships.
Dyeing	The application of dyes or pigments on textile materials such as fibres, yarns, and fabrics with the goal of achieving colour with desired colour fastness.

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Easily accessible	Findable and available in an effortless way, such as through an organisation's website.
Effects	Intended or unintended change due directly or indirectly to an intervention.
Effective date (of a Standard)	The date by which assessments of an entity that has not previously been certified against a Standard must be against a particular version of that Standard.
Eligible party / parties	A herder organisation, cashmere trading company, or cashmere processing plant not yet registered with the SFA as part of the scheme, but eligible to do so.
Enclosed spaces	Anything that restricts a goat's freedom of movement and includes but is not limited to housing, fenced areas and transportation vehicles.
Entity	<p>The person, organisation, or enterprise that is applying the standard or performance requirements and being assessed against it.</p> <p>Entities may include individual herder families, farms, farm groups, producer organisations, traders, fibre processing plants, manufacturers, and retailers.</p> <p>For example, a Mongolian Producer Organisation is an entity comprised of a management office and any number of registered producer households (sites) covered by the Producer Organisation's scope certificate.</p> <p>For example, a buying house is an entity comprised of a management office and any number of registered producer farm (sites) covered by the buying house's scope certificate.</p>
Expected conversion factor	An <i>a priori</i> conversion factor for a specific type of processing that is agreed with the CAB before the processing takes place. Expected conversion factors last until the entity's next scope audit.
Farm	Under the SFA assurance model, a Farm is defined as a fenced production system that utilises a combination of outside grazing and sheltered housing.
Fate (of fibre)	What ends up happening to a batch of fibre.
Fibre Agent	Entity involved in the buying and selling (but not processing) of product in the supply chain between the original Claimed Material source and the retail merchant of the final product, regardless of whether the goods are physically received (e.g., import, export or wholesale trading entities, or Brand distribution centres selling to other retailers). Agents may or may not take ownership of the goods.

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Field Facilitator (FF)	Field Facilitators are field-based staff (typically employed by Local Partners) who engage directly with herders in Producer Organisations. Field Facilitators work closely with herders to assess baseline practices and deliver training, awareness-raising activities, and other interventions. Field Facilitators also assist with collecting rangeland- and farm-level data and monitoring herder awareness and practice adoption.
Final product	A product not expected to undergo further processing before sale to a consumer.
Fodder	Fodder is feed that is harvested and taken to the animal,
Forage	Forage is feed browsed on by the animal while the feed is still live and growing on the land.
Full member	Individuals, organisations or groups with an annual membership.
Goat	Can also be referred to as ‘cashmere goat’ but is any goat that produces cashmere fibre from the harvesting of its down.
Governance structure	The roles, responsibilities and relationships of the decision-making bodies that have the responsibility and accountability for the scheme and its components.
Group (Producer Group)	An organised body of persons or enterprises that share similar characteristics are part of a shared internal management system and, for assessment purposes, are considered as a single client (e.g., Herder Organisation, Cooperative, Farm Group or Producer Organisation).
Group Members	The individual enterprise (e.g., farmer, or herder family) that is enrolled in a group assurance scheme.
Harvest	Separation of fibre/cashmere from animals.
Herder Organisation	Social groups consisting of herder families in a particular locality. This includes formal entities such as Herder Cooperatives and NGOs, which are legally recognised by the Mongolian Government, and informal entities such as Community Based Organisations, Community Based Rangeland Management Groups and other informal institutions.
Herder/Herding Household	A family that herds livestock, including cashmere-producing goats, on communal grazing pastures.
Holistic Assessment	Assessment of whole work activities rather than individual requirements of a standard.



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Industrial facility	A mechanised factory where processing occurs
Impacts	Long-term, higher-level changes resulting from the scheme. Intended impacts are the long-term, higher-level changes the scheme owner intends for its scheme to produce.
Impartiality	Presence of objectivity within the scheme, its implementation, and its decision-making bodies, where objectivity is the freedom from bias or freedom from conflicts of interest.
Implementing Partner (IP)	<p>An individual, group, enterprise, or organisation, to which the scheme owner has delegated responsibility for the implementation of the scheme or scheme component, such as assurance or oversight. For example, assurance providers or oversight bodies.</p> <p>The SFA's Implementing Partners are organisations with local expertise who oversee the set-up and management of Producer Organisations under the SFA's assurance model. Implementing Partners assume full responsibility for project delivery at the field level, including establishing the management structure of Producer Organisations, recruiting and training Producer Organisation Managers/Field Facilitators, and providing Producer Organisations with ongoing oversight and support, including regular field-level engagement.</p>
Improvement indicators	<p>A set of optional criteria which demonstrate best practice where procedures go over and above the minimum requirements.</p> <p>Improvement indicators are identified as such if the instruction within the indicator is 'should'.</p>
Information Management System (IMS)	Procedures, processes, and structures for gathering, storing, organising, analysing, and distributing information and data.
Inputs	All substances and materials used in the production of the CoC Product.
Internal Management System (IMS)	The documented set of procedures and processes that a group implements to ensure it can achieve specified requirements. The existence of an internal management system allows the assurance provider to delegate inspection of individual group members to an identified body within the group.
ISEAL	<a href="#">ISEAL</a> is a non-governmental organisation whose mission is to strengthen sustainability standards systems for the benefit of people and the environment.
Issue	A potential problem in the way a Standard system is designed or delivered.

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Knitting	The production of fabric by employing a continuous yarn or set of yarns to form a series of interlocking loops.
Licensing Agreement	The contract between the SFA and a compliant supply chain actor granting the right to use the 'SFA Certified' logo.
Management office	The head office of an entity. The office can be virtual, but must be linked to a physical address.
Management systems	Internal control systems established and practiced to ensure risk management, and continuity of quality to procedures and products.
Manufacturing	Processing that results in bespoke products or product components. Entities/processors doing manufacturing are called manufacturers.
May	Indicates a option that an entity is allowed to choose at their discretion.
Member	An individual or organisation that pays an annual subscription to the Sustainable Fibre Alliance and in return for member benefits agrees to abide by the terms and conditions of membership including full, supporter and associate members.
Members' Area	The private area of the SFA's website that is accessible only through registering as part of the scheme or being a Supporter or Full member of the SFA.
Major non-conformance/non-conformity	Policies, systems, procedures, and processes do not conform with the standard(s) requirements due to an absence of implementation of the requirement, a systematic failure or lack of required controls, gross error and/or absence of understanding of the requirement, or a group of related, repetitive, or persistent minor non-conformances indicating inadequate implementation of requirements.
Minor non-conformance/non-conformity	Policies, systems, procedures, and processes only partially conform with the standard(s) requirements due to an isolated lapse of either performance, discipline, or control, which does not lead to a major non-conformance.
Mixing	Combination of certified and uncertified fibres.
Monitoring, evaluation, and learning (system) (MEL)	An ongoing set of interconnected functions, processes and activities that involve the systematic collection or collation and analysis of data and information to provide management and other stakeholders with an indication of the extent of progress and improvement, achievement of intended results, the occurrence of unintended effects or implementation problems, answers to

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	specific learning questions, and lessons to support continual improvement.
Natural fibre	Hair-like raw material harvested from plants or animals that is used as a component in a product (e.g. textiles, furnishings, or paper.)
Non-conformance/non-conformity	A requirement identified as non-fulfilled during an assessment.
Normative document	Normative documents providing rules, guidelines or characteristics for activities or their results.
Organisation	Entity being certified to the CoC; involved in the manufacturing, handling, trading and processing of CoC Products. Organizations take legal ownership of CoC Products.
Outcomes	Short-term and medium-term results or changes resulting from the outputs of a scheme or part of a scheme.
Output	The products, capital goods, or services that result directly from the activities of a scheme or part of a scheme.
Output capacity	The expected amount of fibre that a site should produce during an average season.
Outsourcing	The contractual obtaining of goods or services from a third party.
Oversight	Responsibility for ensuring that assurance providers are competent, impartial and consistent when performing specific assurance activities.
Oversight Body (OB)	Body that assesses the performance of assurance providers. Note: Can be an accreditation body.
Oversight mechanism	The requirements, rules and procedures that enable the evaluation of assurance providers.
Peer review	Assessment of a client against specified requirements by other clients in, or candidates for, an organised group.
Plating	The combination of two separate yarns of different properties.
Primary processor	A processor that is involved in the sorting, scouring and/or dehairing of raw fibre.
Processing	Intentional transformation of a product through specific mechanical or chemical operations.

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Processing Record	A document providing the details of a product being processed and/or conditioned. A CAB must agree the details of the record before the record is valid.
Processor	An entity that does processing.
Producer	An entity that produces and/or harvests raw cashmere. Includes herders and farmers.
Product	A discreet amount of specific fibre with a specific level of processing.
Proxy accreditation	A type of oversight employed by a scheme owner, whereby recognition of another scheme's oversight mechanism is deemed partially sufficient to demonstrate quality of assurance.
Public consultation	Consultation that is open to anyone and everyone.
Public summary	See Statement of Intent.
Publicly available	Obtainable by any person, without unreasonable barriers of access.
Publication date (of a Standard)	The date on which the Standard is published.
Quantity of fibre, certified	The certified weight of a product is taken as the dry weight plus standard regain (i.e. the conditioned weight). Standard regain is agreed by the buyer and seller. The certified weight may change through processing.
Quantity of fibre, gross	The weight of a product including any packaging.
Quantity of fibre, net	The weight of a product excluding any packaging.
Quantity Reconciliation Calculation	An ongoing calculation that ensures that the quantity of outputs reconciles with the quantity of inputs at all times (at a site level) accounting for conversion factors.
Raw [fibre/cashmere]	Fibre/cashmere that has not been subject to any processing after harvest.
Records (plural)	Information that documents the activities undertaken by a user to demonstrate accordance with requirements.
Recycling, textile	The process of recovering fibre, yarn, or fabric and reprocessing the material into new, useful products.
Registered party / parties	A herder organisation, cashmere trading company, or cashmere processing plant registered with the SFA as part of the scheme.

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Registration	The formal commitment of an entity to meet the requirements of one or more SFA standard which commences upon completion of an SFA registration form and issuance of an SFA ID number.
Registration certificate	A certificate issued by the SFA that confirms that an entity is registered with the SFA.
Registration Scheme Handbook	Document of information pertaining to a specific strand of the registration scheme.
Registration Services	Services provided by the SFA to registered parties.
Requirement	<p>A need or expectation that is stated in normative documents such as standards or technical specifications.</p> <p>A set of criteria which must all be complied with for certification against an SFA standard to be issued.</p> <p>Requirements – are identified as such if the instruction within the criterion is 'must' or 'shall'.</p>
Results	The outputs, outcomes, and impacts (intended or unintended, positive or negative) resulting from the implementation of a scheme.
Results Indicator (RI) reporting	Results Indicator (RI) reporting is the annual collection of environmental, economic, and social data from a representative sample of herders/farmers. Results Indicators can be used to quantitatively measure differences between accredited SFA herders and other herders in the same geographic area who are not participating in the SFA programme.
Retail site	A site where retailers sell products to a consumer.
Retailer	Entity that sells final products to a consumer.
Review	<p>An assessment of an element of the scheme that determines if a revision of that element is necessary.</p> <p>Note: A review can assess qualities such as continued relevance, effectiveness, validity, or suitability.</p>
Revision	The process of updating a scheme component or element.
Risk	The chance of something happening that will have an impact on objectives. It is measured in terms of a combination of the probability of an event and its consequence
Risk Management	A process that allows individual and overall threats to be understood and managed proactively, reducing or minimising risks to an acceptable level.

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Risk mitigation	Actions taken to lessen the probability or negative consequences, or both, associated with a risk
Safeguarding policy	A documented process or procedure that defines the protection needed for vulnerable groups, individuals, communities, and stakeholders from discrimination or any form of harm.
Sampling plan	A written plan that determines who shall receive an assessment, what type of assessment they shall receive (e.g., on-site, remote etc.), who shall conduct the assessment and when the assessment shall take place
Sampling strategy  (may also be referred to as sampling protocol)	The policy or procedure that defines the scale and nature of a sample needed to confidently ascertain performance or compliance against a standard or system requirement. The protocol will define all of the factors used or considered to determine an adequate sample size for assessment.
Scheme	<p>The collective set of decisions and strategies carried out by an organisation or group of organisations to:</p> <ul style="list-style-type: none"> <li>• establish standards or similar tools focused on one or more sustainability issues</li> <li>• measure, monitor, or verify performance or progress against these tools</li> <li>• allow for claims</li> </ul> <p>Note: A scheme can also undertake additional strategies that contribute to its sustainability outcomes and impacts, such as capacity-building or advocacy work.</p>
Scheme components  (may also be referred to as standards system)	A subset of activities (often representing a system, process, or department), that contribute to or result in the scheme's defined sustainability outcomes or that back up the scheme's controlled claims and communications about the results. Core scheme components include: standard-setting; monitoring, evaluation, and learning (MEL); assurance; and claims.
Scheme owner	The legally constituted organisation that is responsible for the standards or performance requirements and accountable for the effectiveness of the assurance and claims management systems. The scheme owner determines the objectives and scope of the scheme, as well as the rules for how the scheme will operate.
Scheme performance	The contribution of the scheme towards its intended sustainability outcomes and impacts.
Scope certificate, suspended	A scope certificate that has temporarily been suspended, pending investigation of an issue or the closure of a condition.

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Scope certificate, valid	A document issued by a conformity assessment body that verifies that an organisation is competent to produce and sell specified 'SFA Certified' products in conformity with one or more Standards. Scope Certificates are documents issued to companies that have demonstrated the ability to comply with the relevant standard requirements by an approved conformity assessment body. Scope Certificate holders are eligible to process and sell 'SFA Certified' fibre. Also see 'certificate of conformity'.
Scope certificate, withdrawn	A scope certificate that is no longer valid, for a reason other than it expired.
Scope, of a certificate	The certified product, process, service and/or management system covered by a scope certificate.
Scope, of the SFA program	The range of products, processes, services and management systems covered by the SFA Standards.
Secondary processor	A collective term for processors doing dyeing, spinning, knitting, weaving and/or manufacturing.
Self-assessment	An internal audit done by an entity to determine whether they meet the requirements of the Standard. Self-assessments do not constitute certification.
Segregation	The physical separation of physical 'SFA Certified' fibre from uncertified cashmere at all times.
SFA Codes of Conduct	These include the SFA General Code of Conduct, and specific Codes of Conduct for herder organisations, traders and processing plants.
SFA Executive	See SFA Secretariat
SFA program documents	A standard's requirements, the requirements for assurance and certification of SFA standards, or assessment guidance
SFA Register	A database of herder organisations and first-stage processors that are registered with the SFA. Registration represents a commitment to be assessed against one or more of the SFA Codes of Practice. SFA Registered Processors can also be SFA Members, although this is not required. SFA Registered Herders cannot be SFA Members.
SFA Registration Scheme	The Registration Scheme operated by the SFA for herder organisations, traders, and processing plants.
SFA Secretariat	SFA staff up to and including the Chief Executive Officer carrying out the administrative role of the SFA.

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SFA-approved Conformity Assessment Body	A conformity assessment body approved by the SFA to perform certification for one or more of the SFA Standards.
Shall	Indicates a requirement on the entity that must be met
Site	A place where activity relating to the compliance with the SFA standard(s) is carried out and could be subject to an on-site assessment. The site could be the main registered location of an entity, or another location under the control of the entity. An entity may control multiple sites on which relevant activity is carried out. It includes all physical locations where an entity's 'SFA Certified' products are physically handled and/or stored. A site can be static or mobile. Includes subcontractors' sites. For example, a herder household is considered a site.
Spinning	Process of drawing out fibres from a mass and twisting them together to form a continuous thread or yarn
SSIC (Standard System Improvement Committee)	An invited group of SFA members, implementing partners and interested stakeholders that oversees the integrity and quality of the SFA standard development, maintenance, guidance and assurance requirements.
Stakeholders	Individuals or groups who are interested in or who will be affected by the decisions or activities of the scheme.
Standard	<p>A document that provides, for common and repeated use, rules, guidelines or characteristics for products or services, or related processes and production methods, with which compliance is not mandatory.</p> <p>Note: It may also include or deal exclusively with terminology, symbols, packaging, marking, or labelling requirements as they apply to a product, service, process or production method.</p>
Standards equivalence	The sufficiency of other standards to provide the same level of sustainability performance in a similar context that is relevant and applicable to the scheme.
Standard regain	An agreed allowance for moisture, added to the dry weight of material to determine the 'conditioned weight' (see Quantity of fibre, certified).
Standard system owner	The organisation that is responsible for the standards system. The standards system owner determines the objectives and scope of the standards system, as well as the rules for how the scheme will operate and the standards against which conformity will be assessed



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Standards system	The collective of organisations responsible for the activities involved in the implementation of a standard, including standard setting, capacity building, assurance, labelling and monitoring
Statement of Intent	A concise public statement for stakeholders announcing the SFA intention to develop/revise a standard and an open invitation to engage in the process.
Status, certification	Certification status refers to whether the scope certificate of a certified entity is valid, suspended or withdrawn.
Subcontractor	An individual or organisation legally separate from an entity that is contracted to do work for that entity.
Supply Chain	The progression of business entities involved in the supply and purchase of materials, goods or services from raw materials to the final product.
Supporter member	Individuals, organisations and groups with a 12-month trial membership.
Surveillance Assessments	An ongoing periodic review of an entity's processes and procedures against the requirements of the SFA standard(s) by a CAB.
Sustainability (as per ISEAL's definition)	Meeting the needs of the present without compromising the ability of future generations to meet their own needs. Sustainability has three main interdependent dimensions: social, environmental, and economic.
Terms of Reference (TOR)	<p>A document which includes a summary of key information for a Standard including:</p> <ul style="list-style-type: none"> <li>a) Justification of the need for the standard or element of a standard;</li> <li>b) Existing standards addressing similar materials or issues;</li> <li>c) Proposed scope, including geographic regions;</li> <li>d) Clear objectives for the standard;</li> <li>e) An assessment of risks in implementing the standard or element of a standard, and how to mitigate for these: <ul style="list-style-type: none"> <li>i. Identification of factors that could have a negative impact on the ability of the standard to achieve its objectives;</li> <li>ii. Unintended consequences that could arise from its implementation;</li> </ul> </li> <li>f) Possible corrective actions that could be taken to address these potential risks;</li> <li>g) A list of affected stakeholders;</li> <li>h) The process for making complaints or suggestions regarding the content or implementation of the Standard.</li> </ul>

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The SFA Cashmere Standard	A system designed to encourage and monitor, responsible management, natural resource management, goat welfare and fibre quality actions by registered SFA members.
The SFA Register	The online database of the SFA Registration Scheme, listing the herder organisations, traders and first-stage processing plants that registered with the SFA and signed up to the SFA Codes of Conduct. Access to this register is open to registered parties and SFA Members.
Third party assurance	Assurance activity that is performed by a person or body that is independent of the person or organisation that provides the object of assurance and of user interests in that object
Theory of change	A planning and management tool that defines all building blocks required to bring about a defined long-term goal or impact. This set of connected building blocks, made up of outputs and short and medium term expected outcomes, is often depicted graphically as a causal pathway that maps the expected steps and links in the change process. A theory of change also identifies assumptions underlying the logic and steps in the causal pathway.
Threat	Any event, action, potential action, or inaction that could prevent an organisation from achieving its objectives. Quantifying the likelihood and severity of a threat in a specific context creates the risk categorisation.
Traceability	The ability to trace something as it moves through a process. The completeness of the information about every step in a process chain allows for verification of information related to the origin of the material.
Transaction Certificate (TC)	A document required by the Textile Exchange Content Claim Standard and SFA Chain of Custody Guidelines v3.1 (and predecessors) that is issued by an approved conformity assessment body to verify products being sold or shipped from one organisation to another conform to a given standard and may be treated as an 'SFA Certified' product by the receiver. Transaction Certificates were made obsolete by the SFA Chain of Custody Standard v1.0 (2024).
Transaction Record (TR)	Previously Transaction Receipt. A document providing the details of a product being sold and the details of the buyer and seller of the product. Both buyer and seller must agree the details of the record before the record is valid.
Transition date (of a Standard)	The date by which all certificates against a Standard must be against a particular version of that Standard.

Term	Definition
Under-represented stakeholders	Individuals or groups who are interested in or who will be affected by the decisions or activities of the scheme but are either not included or only partially included, notified, or aware of the decisions or activities of the scheme.
Verification	The confirmation, through the provision of evidence, that specified requirements have been fulfilled.
Weaving	A method of textile production in which two distinct sets of yarns or threads are interlaced at right angles to form a fabric or cloth
Whistleblower protection policy	A document that outlines how those who report wrongdoings are to be protected from retribution, retaliation, or any other possible negative outcome that may be directly linked to their whistleblowing actions.
Working animal	An animal that is used within the production system, which performs specific tasks, such as guardian dog, guard dog and transport. Typically, a working animal is a dog or horse. A pet is not a working animal, and therefore is not within the scope of the SFA.