

Annex I / Annex C – Glossary

Table 1: Glossary – Defined HORTICERT terms

HORTICERT TERMS	DEFINITION
Agreement	In the context or contract documentation of the Certification Body Agreement or the contractual relationship between the Certification Body and HORTICERT the Certification Body Agreement, in the context or contract documentation of the System Usage Agreement or the contractual relationship between the System User and HORTICERT the System Usage Agreement.
Annual License Agreement Fee	The fee charged annually per Individual Licensing Agreement to HORTICERT pursuant to Annex "HORTICERT Licensing Fee Structure".
Annual License Fee	The fee to be paid by the CB to HORTICERT annually pursuant to Annex "HORTICERT Fee Structure".
Audit	Verification of compliance with the System Standards of a Certification System conducted by CBs, HORTICERT or a person commissioned by HORTICERT.
Audit Checklist	Checklist of audit-relevant HORTICERT requirements, consisting of a list of detailed criteria and indicators, including guidance for verification and type of evidence.
Audit Scope	Refers to the certified Scope(s) of the System User in the supply chain, as reflected in the Certificate.
Best Practice Indicator	Optional Sustainability Requirement that is not a prerequisite for Certification but intended to provide guidance for achieving the optimal state.
CB	(Certification Body) Entity that holds a valid Certification Body Agreement with HORTICERT.
CB Agreement	(Certification Body Agreement) The contract between HORTICERT and the cooperating Certification Body.
CB Contact Details	Form for specifying contact persons and contact details of CBs.
CB Certification Fee Collection Template	Template for the collection of Certificate Issuance Fees within a specified billing period for CBs.
Certificate	An attestation confirming that the System User complies with the requirements of the Certification System.

Certificate and License Database	Structured overview of all issued Certificates (and licenses), including those currently valid, expired, withdrawn, or temporarily suspended on the HORTICERT website
Certificate Holder	An entity that holds a valid Certificate or, in the case of a Group Certification, the Group Manager.
Certificate Issuance Fee	The fee to be paid by the CB per Certificate issued pursuant to the "HORTICERT Fee Structure".
Certificate Number	Numerical code stated on the Certificate to uniquely identify each Certificate.
Certification	An inspection procedure by means of which the prerequisites for issuing a Certificate are assessed or the attestation of the successful completion of this procedure by issuance of a Certificate.
Certification Agreement	The contract concluded between the System User and the Certification Body.
Certification Audit	Audit for initial Certification or Recertification.
Certification Body	See "CB".
Certification Body Agreement	See "CB Agreement".
Certification Fee	The fee to be paid by the System User per HORTICERT Certificate issued pursuant to the "HORTICERT Fee Structure".
Certification Manager	The authorised contact person at the CB for HORTICERT.
Certification Period	The period from the first to the last day of validity of a Certificate.
Certification System	The certification system for sustainable peat substitutes and growing media products operated by HORTICERT.
Claims	Statements made by the System User to third parties or the public on the basis of a Certificate about sustainability characteristics of Materials.
Client Section	Protected section on the HORTICERT website for HORTICERT System Users providing, inter alia, access to documents supporting Audit preparation, templates or the HORTICERT Branding Guide for Logos, Seals, and Claims.

Collecting Point	Unit that collects or receives waste or residues from municipalities, communities or potential other sources for further processing, trading or distribution.
Comparable Certification System	A certification system or certification scheme that serves similar purposes as the Certification System or is acknowledged under the same legal, administrative or non-government framework.
Confidential Information	All technical, financial, commercial or any other information, including but not limited to, data of contractors or clients, trade secrets or commercially privileged knowledge, which is exchanged between the Parties in the performance of this Agreement and is duly marked or indicated as confidential or is obviously or reasonably believed to be confidential in nature at the time of exchange.
Continuous Improvement Approach	Process whereby HORTICERT System Users are required to gradually improve their progress toward meeting all Sustainability Requirements.
Data	Data of the System User or Third Parties as well as Personal Data of officers, employees or vicarious agents of the System User or Third Parties.
Development Indicator	Sustainability Requirement that must not be fulfilled for initial Certification, but after a defined period of time or for future Recertification.
Document Checklist	Checklist of all documents required in the Certification process.
Final Product Refiner	Unit that sells HORTICERT certified products to end users (consumers or business). Final Product Refiners can be either Growing Media Mixing Plants or Processing Units.
First Traceability Checkpoint	First unit in the supply chain to use HORTI-TRACE. (First Traceability Checkpoints can be either Collecting Points or Processing Units)
Forestry Operation	Unit that manages forests or woodlands and supplies their log directly or through Traders to a sawmill. Short rotational plantations are not considered as Forestry Operations but as Large Farms/Plantations.
General Terms	General Terms of Certification of the CB Agreement.
Glossary	Annex that contains the definitions.
Group Certification	Approach under which small producers, such as Smallholders and Sub-Processing Units can be certified together under one Certificate.
Group Manager	Representative entity acting on behalf of Group Members in the context of Group Certification and holding the common HORTICERT Certificate. Group Managers are Processing Units.

Group Member	Member of a Group Certification. Group Members can be Smallholders, Intermediary Processing Units or Medium to Large Farms.
Growing Media Mixing Plant	Unit that produces final growing media products.
Guidance for Management System and Internal Risk Management	Guidance Document that provides a guideline for the implementation of the internal risk management in System User's management system.
HORTI-TRACE	Digital tool to document traceability, mass balance and greenhouse gas emission data which must be used by all System Users.
HORTI-TRACE Guidance	Guidance document for System Users and CBs, in particular auditors, for the use and verification of HORTI-TRACE.
HORTICERT Branding Guide for Logos, Seals, and Claims	This guide describes the correct use of the HORTICERT Logo, Seal and Claims and provides detailed instructions on how to comply with the brand specifications.
HORTICERT Fee Structure	Annex containing the fee structure for System Users and CBs.
HORTICERT Intellectual Property	The Intellectual Property rights of any kind owned by HORTICERT including but not limited to, patents, design rights, copyrights, (including rights in software) trademarks, Trade Names, domain names, moral rights, service rights, service marks, know-how, database rights, designs, trade secrets, and/or any pending applications for such rights, or other rights under the law of any applicable jurisdiction (whether registered or unregistered) anywhere in the world.
HORTICERT Licensing Fee Structure	Document containing the Fee Structure for Licensees.
HORTICERT Licensee Reporting Template	Template by which licensees are obligated to report accurate information about the flow of HORTICERT certified material at the licensee's site(s).
HORTICERT Self-Declaration Coir	Self-declaration for entities in the coir industry to declare compliance with the relevant requirements of the Certification System.
HORTICERT Self-Declaration Forestry	Self-declaration for entities in the forestry industry to declare compliance with the relevant requirements of the Certification System.
Immediate Indicator	Sustainability Requirement that must already be fulfilled for initial Certification (cf. Development Indicator and Best Practice Indicator).
Individual Agreement	Written agreement under the Licensing System concluded individually between HORTICERT and each brand owner or retailer, detailing the

	specific licensing conditions for the use of the HORTICERT Logo, Seal, and Claims.
Integrity Assessment	An Audit performed by HORTICERT or by independent auditors commissioned by HORTICERT as part of the HORTICERT Integrity Programme.
Integrity of the Certification System	The Certification System's suitability, credibility, reliability and robustness to ensure and demonstrate compliance of System Users and Materials with the relevant legal and Sustainability Requirements and/or to avoid fraud.
Integrity Program	Program to ensure consistent, objective, and reliable execution of Audits and Certifications through integrity checks.
License Holder/ Licensee	For example, retailers and brand owners who distribute HORTICERT certified products and enter into an agreement with HORTICERT for the use of Logos and Claims.
Licensing System	Program granting brand owners and retailers the option to use HORTICERT Logos, Seals and Claims for promoting HORTICERT certified products.
Logo	Graphical symbol used for marketing and communication purposes by HORTICERT, as well as by authorized System Users, Traders, License Holders, and Certification Bodies.
Master Licensing Agreement	Written agreement under the Licensing System outlining the general legal requirements for licensing the use of the HORTICERT Logo, Seal, and Claims.
Materials	Materials that are subject to the HORTICERT Certification System.
Medium to Large Farm	Farm with a size of above 50 ha.
Non-Conformity	Non-compliance of a System User or a Certification Body with the requirements of the HORTICERT Certification System.
Paper Trader	Trader that operates a pure drop shipment business without physically obtaining the material; they do not operate or have warehouses or storage facilities.
Party / Parties	One of the parties / both parties to the relevant Agreement.
Personal Data	Means any information relating to an identified or identifiable natural person (data subject) as defined in Art. 4(1) GDPR.
Processing Unit	Unit that produces intermediate products or growing media components from raw materials, but no final products.

Quantity-Dependent Fee	The fee to be paid by the System User for the amount of sold certified material declared by the System User as sustainable according to HORTICERT pursuant to the "HORTICERT Fee Structure".
Recertification	The renewal of a Certificate.
Registration Form	Form in the Client Section to be completed and submitted to HORTICERT to conclude a System Usage Agreement with HORTICERT (precondition for HORTICERT Certification).
Registration Number	Numerical code assigned to identify System Users.
Requirements on Certification Bodies	Requirements for CBs pursuant to the System Standards of the Certification System.
Scope	Refers to the role of the certified operation in the supply chain, e.g. First Traceability Checkpoint, Trader, Processing Unit.
Seal	Refers to the HORTICERT Logo framed with various statements. It can be used for marketing and communication purposes by HORTICERT as well as by authorized System Users, License Holders, Traders, and Certification Bodies.
Self-declaration	Formal statement made by an operator or organization confirming that specified requirements or standards are met, based on their own assessment and without prior third-party verification, though it may be subject to later review or audit.
Smallholder	Farm with a size up to 50 ha and a workforce primarily consisting of family or household labor, or workforce exchange with other community members.
Step-by-Step Guide	Guide for System Users and CBs presenting the entire Certification process in detail and explaining all procedures from registration to certificate issuance.
Sub-Processing Unit (SPU)	Processing Unit that is a member of a Group Certification (e.g. de-husking sites, mills, washing sites, other subcontractors).
Sustainability Improvement Plan	Plan within the Continuous Improvement Approach that defines requirements (Development Indicators) to be fulfilled for future Recertification.
Sustainability Requirement(s)	Requirements that verify the ecological, social, and economic sustainability of peat substitutes along the entire value chain, from the cultivation, production or extraction of peat substitutes to the production of the final growing media.

System Documents	The documents defining the System Standards of a HORTICERT Certification System, published as such in the currently applicable version on the HORTICERT website, where applicable with their effective date.
System Standards	Rules (e.g., principles, standards, requirements, procedures, policies) of a HORTICERT Certification System as defined in the System Documents and System Updates.
System Updates	Changes to the System Standards that are communicated to System Users and CBs by e-mail or other means.
System Usage Agreement	The contract concluded between the System User and HORTICERT regarding the use of a HORTICERT Certification System.
System User	An entity that has concluded a System Usage Agreement with HORTICERT.
Terms	Terms of use of the System Usage Agreement.
Third Party	A person other than the System User subject to the Certification or Certificate of the System User, such as, for example, points of origin, agricultural operations, farms, plantations.
Third Party Data	Data of a Third Party or Personal Data of a natural person who is an officer, employee or vicarious agent of a Third Party.
Trader	Entity that buys and sells raw materials or growing media components (not final products). It manages warehouses and thus has a storage unit and does not sell to end consumers.
Trade Name	Company-specific name for a particular product, including its distinctive features.
Training Fee	A fee to be paid by Certification Bodies for auditors participating in a HORTICERT auditor training.
Witness Audits	Audits in which HORTICERT staff or independent auditors observe regular Certification Audits without intervening, to assess Audit quality and verify consistent implementation of HORTICERT requirements.
Word Mark	Trademark consisting solely of the written name “HORTICERT” without any graphic elements.

Table 2: Illustration of frequently used terms

FREQUENTLY USED TERMS	ILLUSTRATION
accreditation (accredited)	Accreditation is the procedure by which an authoritative body gives formal recognition that a body or person is competent to carry out specific tasks. Thus, accreditation is a third-party assessment and decision that a CB formally demonstrates its competence, including its overall systems and procedures, its staffing levels, competence and experience, and its reporting ability to carry out specific conformity assessment (i.e., certification/registration) tasks.
accreditation body	Organization responsible for assessing and accrediting CBs that they operate according to international standards on conformity assessment. The accreditation body must operate in line with ISO/IEC 17011 and be Accreditation Body Members of the International Accreditation Forum (IAF).
additives	Growing media ingredient other than bulky constituents that is added to a mix on a weight basis, in grams or kilograms, to give particular physical and/or chemical or biological properties to the mix. They include, but are not limited to, fertilizers, liming materials, wetting agents, binders and plant biostimulants. (Source: GME 2024)
audit intensity	Intensity of the verification of the HORTICERT requirements, influencing number of indicators to be verified under the sustainability Audit Checklist, the extent of document verification under the traceability, Chain of Custody and GHG Audit Checklist, and the sample size in case sampling is part of the Audit. The Audit intensity depends on the risk levels defined by the auditor.
audit report	Audit Checklist filled with the content of the respective Audit conducted. It is a report on the Certification evaluation process, certification evaluation findings and conclusions, and Certification decision recommendation.
auditor	A trained individual from a Certification Body (CB) who conducts HORTICERT Audits.
bark as a raw material	Bark from coniferous (softwood) trees that is either fresh, aged or composted for use in growing media, soil improvers and mulches (Source: GME 2024). Bark is a raw material according to the HORTICERT definition.
bark chips as intermediate products	Shredded bark as an intermediate product in growing media production. Can be further processed into composted bark or used as is in growing media.

batch	The term ‘batch’ of a certain product defines a quantity of material manufactured during a certain processing interval, by the same process under the same conditions. ‘Batches’ of the same product are labeled in the same manner and assumed to have the same horticultural quality and general sustainability characteristics. GHG emissions may vary among batches of the same product, depending e.g., on origin of raw materials or transport distances.
biodiversity	Biological diversity means the variability of living organisms for all sources including inter alia terrestrial, marine, and other aquatic ecosystems and the ecological complexes of which they are a part; this includes diversity within species, between species and of entire ecosystems. In the context of the Good Agricultural Practice referred to in the Sustainability Requirements, it applies to both agricultural fields and protected areas.
carbon stock	The quantity of carbon contained in a “pool”, meaning a reservoir or system which has the capacity to accumulate or release carbon.
Chain of Custody	‘Chain of Custody’ (CoC) is a general term for the process of transferring, monitoring and controlling inputs and outputs and related specific information as they move through the supply chain.
child labor	Is often defined as 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.
climate change	All inputs or outputs that result in greenhouse gas emissions. The consequences include increased average global temperatures and sudden regional climatic changes. Climate change is an impact affecting the environment on a global scale. (Source: GME 2024)
coconut husk as a raw material	Innermost layer (endocarp) of the coconut (Cocos nucifera), which is surrounded by the fibrous husk (mesocarp), located beneath the smooth outer layer (exocarp). (Source: GME 2020, based on "Kultursubstrate und Blumenerden – Eigenschaften, Ausgangsstoffe, Verwendung", Gerald K. Schmilewski. Published by Industrieverband Garten e. V. (IVG) Germany). Coconut husk is a raw material according to the HORTICERT definition.
coir chips as intermediate products	Coir chips are cut dry pieces of the coconut mesocarp comprised of the naturally occurring fibres and pith. If the fibers and the pith are not separated and the mesocarp is just cut into pieces, the product is referred to as coir chips. (Source: GME 2020, based on "Kultursubstrate und

	Blumenerden – Eigenschaften, Ausgangsstoffe, Verwendung”, Gerald K. Schmilewski. Published by Industrieverband Garten e. V. (IVG) Germany)
coir chips as substrate components	Coir chips as substrate components are the final processed components used in the production of growing media. The production process includes chopping, washing, buffering with calcium nitrate, drying, compressing and packaging. The chips are either compressed into briquettes, blocks or other shapes of various sizes for transport purposes, or sold loose. Customers must then rehydrate the compressed coir pith with water so that it can be processed into growing media. Coir chips are used for growing green plants and air-requiring potted plants, such as orchids and bromeliads. (Source: Industrieverband Garten e. V. (IVG) Germany)
coir fibers as intermediate products	Coir fibers are fibers that together with the coir pith form the mesocarp of the coconut. (Source: GME 2020, based on "Kultursubstrate und Blumenerden – Eigenschaften, Ausgangsstoffe, Verwendung", Gerald K. Schmilewski. Published by Industrieverband Garten e. V. (IVG) Germany)
coir fibers as substrate components	Coir fibers as substrate components are the final processed components used in the production of growing media. Fiber extraction is preceded by a preparation process in which the coconut fruits are soaked in water so that the fibers can be separated from the coconut more easily. This is followed by mechanical or manual combing out of the pith. For use in substrates, they are either cut to a specified length in the country of origin and then compacted and packaged, or they are processed into rope goods. The end customer then cuts them to the desired length using a machine. Coir fibers are typically used for manufacturing mats, drainage pipe coverings, etc., but also as a growing media constituent (Source: GME 2020; Industrieverband Garten e. V. (IVG) Germany); Kultursubstrate und Blumenerden – Eigenschaften, Ausgangsstoffe, Verwendung", Gerald K. Schmilewski. Published by Industrieverband Garten e. V. (IVG) Germany)
coir pith as intermediate products	Coir pith is the spongy fruit tissue that lies between the coir fibers of the mesocarp of the coconut. (Source: GME 2020, based on "Kultursubstrate und Blumenerden – Eigenschaften, Ausgangsstoffe, Verwendung", Gerald K. Schmilewski. Published by Industrieverband Garten e. V. (IVG) Germany)
coir pith as substrate component	The coir pith is a side product of the fiber extraction and contains a certain amount of short fibers (< 20 mm) depending on the intensity of the combing and sieving between 2 and 20 % (v/v). However, specially assembled mixtures of fibers and pith are also available. The production process includes an ageing process of at least six months, followed by washing, sieving, drying and compression. After drying, the coir pith is pressed into briquettes, blocks or other shapes of various sizes for

	transport purposes. The customer must then rehydrate the compressed coir pith with water so that it can be processed into growing media. To reduce and/or alter salt concentrations the coconut pith can be buffered by adding specific fertilizers and water. Calcium chloride is mainly used for buffering in Europe and calcium nitrate is mainly used for buffering in Asia. Nitric acid is also used. Coir can also be just washed (actively by watering or during aging by monsoon rain). Coir pith as a substrate component is used in potting, vegetable, perennial, and tree nursery growing media. (Source: GME 2020; GME 2024; Industrieverband Garten e. V. (IVG) Germany); "Kultursubstrate und Blumenerden - Eigenschaften, Ausgangsstoffe, Verwendung", Gerald K. Schmilewski. Published by Industrieverband Garten e. V. (IVG) Germany; Van Doren, J. J. M. (2001): Coir pith potentials. Proc. IPS Symp. 'Peat in horticulture – Peat and its alternatives in growing media', 30. Oct., 2001. Int. Peat Soc., Jyväskylä, 39-46.)
coir products as intermediate products	Coir products are originating from the mesocarp of the coconut (<i>Cocos nucifera</i>) which consists of the fibers and the pith. (Source: GME 2020, based on "Kultursubstrate und Blumenerden - Eigenschaften, Ausgangsstoffe, Verwendung", Gerald K. Schmilewski. Published by Industrieverband Garten e. V. (IVG) Germany)
complaint	A complaint is a formal (written) expression of dissatisfaction by any related Party (complainant) about any other Party intentionally not following specified rules or regulations or breaching agreement within the Certification process.
components / constituents	A component/constituent, volume-forming, produced from raw material to be used as refined feedstock in growing media, intermediate product, can be peat or peat-substitute, e.g., compost, composted bark, wood fiber, coir pith, coir fiber, coir chips. Peat is considered as a component but is not applicable for HORTICERT Certification.
compost as substrate component	Compost is the product of a biological decomposition process under aerobic conditions, in which during several weeks the organic residues are turned into a growing media constituent rich in humus and nutrients. The purpose of composting is to return organic green residues to the materials cycles and to use compost in the various fields of agriculture and horticulture. The vast majority of compost used for growing media is from green waste and composted in open or closed systems. (Source: GME 2024)
composted bark as substrate component	Bark as a growing media constituent, can be used as is or can be composted (aged). Composting of bark can take place in open or closed systems. Most of the volume is aged in a heap with no additives input and

	frequently mixed (aging time: 12-18 months). In general, urea is not applied, only in case of missing volumes of specific sizes. (Source: GME 2024)
conversion factor	The conversion factor (CF) indicates the relation between product entering and product leaving an internal processing step controlled by the respective element in the supply chain, i.e., it indicates how much output can be produced from one unit of input. CF = Output / Input
critical control point	Describes a step or procedure in a System User's process, at which control is essential in order to minimize or eliminate the risk of non-compliance with the HORTICERT Traceability and CoC requirements. This is especially relevant for risks that could lead to non-certified material being falsely labeled as such.
discrimination	Unfair treatment of a person or group for any reason such as being a girl or boy, belonging to a particular ethnicity or religion or sexual orientation, etc. Discrimination can be direct (e.g., in some countries women cannot legally own property or women are forbidden by law to do certain jobs), indirect (e.g., a certain job requires the person to have certain height, as a result women might not be able to do this job) or multiple/intersectional (e.g., women from ethnic minorities may feel double discrimination because of their ethnicity and because of gender norms).
entity	Registered legal entity.
equal access	Every human being, regardless of their sex, gender, ethnicity, age, or other characteristics prone to discrimination is given the same opportunity, possibility and active admission to resources such as education, training, healthcare, financial support or representation, e.g., leadership roles.
farm	General term for Smallholders and Medium to Large Farms.
forest	Forest is defined as land spanning more than 0.5 hectares with trees higher than 5 meters and a canopy cover of more than 10 percent, or trees able to reach these thresholds in situ. It does not include land that is predominantly under agriculture or urban use. (Original definition by FAO (2006))
Free, Prior and Informed Consent (FPIC)	Consent is given voluntarily and without coercion, intimidation, or manipulation. A process that is self-directed by the community from whom consent is being sought, unencumbered by coercion, expectations, or timelines that are externally imposed. Prior: Consent is sought sufficiently in advance of any authorization or commencement of activities.

	Informed: Nature of the engagement and type of information that should be provided prior to seeking consent and also as part of the ongoing consent process. Consent: Collective decision made by the right holders and reached through a customary decision-making process of the communities.
gender (social)	Describes the roles, behaviours, activities, and attributes that a given society at a given time considers appropriate for men and women. Gender is “socially constructed” meaning that gender differences are created by society, not nature. They are part of our culture, and they change over time.
gender equality	The concept that women, girls, men and boys have equal conditions, treatment, and opportunities for realizing their full potential, human rights, and dignity, and for contributing to (and benefitting from) economic, social, cultural, and political development.
gender norms	Social rules that govern the behaviour of girls, boys, women, and men in society. They may be enforced through social pressure or through political or physical control.
geographical site	Company sites with main business activities that usually require more than three full-time employees. These sites need an own Certificate.
Good Agricultural Practices	A collection of principles to apply for on-farm production and post-production processes, resulting in safe and healthy food and non-food agriculture products, while taking into account economic, social, and environmental sustainability.
green compost as substrate component	Compost used in horticulture made from green residues, ideally from gardens and parks, plus forestry residues. (Source: GME 2020, based on "Kultursubstrate und Blumenerden – Eigenschaften, Ausgangsstoffe, Verwendung", Gerald K. Schmilewski. Published by Industrieverband Garten e. V. (IVG) Germany)
green waste as a raw material	Green waste is a compostable organic residual material such as: Grass, grass clippings, prunings, clippings from bushes and shrubs (Source: GME 2024). Green waste is a raw material according to the HORTICERT definition.
grievance mechanism	Grievance mechanisms are a means of dispute resolution that can be used by a company to address complaints by employees, suppliers, customers, and/or competitors. The mechanism typically defines the type of grievance it covers, the stages through which the parties proceed in attempting to resolve matters, individuals responsible at each stage, the documentation

	required, and the time limits by which the grievance must be presented and dealt with at each stage.
growing media (substrates)	Growing media are products other than soil in situ, the function of which is for plants or mushrooms to grow in. (Source: GME 2020)
growing media for hobby horticulture	Final products ready to use and that are sold to private end consumers, also often referred to as potting soil.
growing media for professional horticulture	Final products ready to use and that are sold to the professional market.
High Carbon Stock	High Carbon Stock (HCS) refers to high quantities of carbon in a reservoir or system. (Source: HCS Approach)
High Conservation Value	A High Conservation Value (HCV) is a biological, ecological, social, or cultural value of outstanding significance or critical importance. The six categories are 01 Species Diversity, 02 Landscape-level ecosystems, ecosystems mosaics and Intact Forest Landscapes (IFL), 03 Ecosystems and Habitats, 04 Ecosystem Services, 05 Community Needs, 06 Cultural Values. (Source: HCV Network)
hobby horticulture	Relatively small-scale production of fruits, vegetables and ornamental plants for self-use or for small trade volume by private persons enjoying gardening as a leisure activity. (Source: GME 2020)
horticulture	Cultivation of plants for food, comfort and beauty, both in a professional context and a home setting. Horticulture includes cultivation and processing of soft fruits, vegetables, mushrooms, ornamental plants and trees. (Source: GME 2024)
Input-Output Ratio	The Input-Output Ratio (I-O-Ratio) Indicates how much input is needed to produce 1 unit of output. I-O-Ratio = Input / Output
intermediate products	Output from a unit process that is input to other unit processes that require further transformation within the system (ISO 14040:2006). An intermediate product is a product that requires further processing before it can be sold to the end consumer. (Source: GME 2024)
land use change	Refers to changes in terms of land cover between forest, grassland, cropland, wetlands, settlements, and perennial crops, including tree crop plantations. Switching from grassland to cropland is thus considered land use change, while changing from one crop to another, such as from maize to rapeseed, is not.
mass balance	The mass balance system is the chain of custody option under which the

	sustainability characteristics (e.g. type of raw material, country of origin of the raw material, GHG value etc.) remain assigned to batches of material in the bookkeeping while the physical mixing of material with different sustainability characteristics and the mixing of certified and non-certified material is allowed.
migrant worker	A person who migrates (from one country to another or from one region within a country to another) to pursue work and be employed.
on-site audit	Formal inspection conducted at a company's physical location. Auditors visit the site to review processes, documents, and practices firsthand, ensuring compliance with the HORTICERT System Standards.
peat as a raw material	A heterogeneous mixture of more or less decomposed plant (humus) material that has accumulated in a water-saturated environment and in the absence of oxygen. (Source: GME 2020, based on "Sustainable and responsible after - use of peat extraction areas", Priede A and Gancone A, 2019, Baltijas krasti, Riga). Peat is a raw material according to the HORTICERT definition.
peat substitutes	Peat substitutes refers to all volume forming growing media components that are not peat and have the properties to (partially) replace peat in growing media. However, there can be non-peat growing media components that do not replace peat but different materials. Such products can potentially also be covered by HORTICERT in the future.
peatlands	An area with or without vegetation where organic matter accumulation has exceeded the decomposition. (Source: GME 2020, based on Glossary on "Strategy for Responsible Peatland Management", Donal Clarke and Jack Rieley, 2019 referring in page 172 to "Wise use of Mires and Peatlands", Joosten H and Clarke D, 2002)
permanent worker	A person with a work contract that does not have a predetermined end date to employment. (Source: ILO)
pesticide	A pesticide is any substance used to kill, repel, or control certain forms of plant or animal life that are pests. Pesticides include herbicides for destroying weeds and other unwanted vegetation, insecticides for controlling a wide variety of insects, fungicides used to prevent the growth of moulds and mildew, disinfectants for preventing the spread of bacteria, and compounds used to control mice and rats sprayed or in traps.
physical segregation	Physical segregation means that materials with different properties are kept physically separated from each other as they are forwarded along the supply chain. This means that certified material is always physically separated from non-certified material.

primary forest	A relatively intact forest that has been essentially unmodified by human activity for the past sixty to eighty years; an ecosystem characterized by an abundance of mature trees. Human impacts in such forests have been limited to low levels of artisanal hunting, fishing, and harvesting of forest products, and, in some cases, low density migratory agriculture.
product	Any goods or services (ISO 14040:2006). (Source: GME 2024)
professional horticulture	Commercially growing plants that are used by people for food, for medicinal purposes and for aesthetic gratification. (Source: GME 2020, based on USDA National Institute of Food and Agriculture)
protected area	A protected area is a clearly defined geographical space, recognized, dedicated, and managed, through legal or other effective means, to achieve the long-term conservation of nature with associated ecosystem services and cultural values.
raw materials	Raw materials are unprocessed or minimally processed natural substances at the start of the peat substitute supply chain, such as wood, coconut husks, green waste, or bark. They serve as the initial feedstock for producing intermediate products and components used in applications like growing media.
reference mix	Describes a peat mixture composed entirely of peat — 50% white peat and 50% black peat — which serves as the basis (reference) for calculating potential GHG savings in HORTICERT. The emissions considered cover the entire production chain.
remote audit	An examination of the HORTICERT System User documents, records, or any other evidence that is done off-site.
renewable energy source	Energy that is derived from natural processes (e.g., sunlight and wind) that are replenished at a higher rate than they are consumed. Solar, wind, geothermal, hydro, and biomass are common sources of renewable energy.
risk assessment	A risk assessment is the identifying and analyzing of potential incidents that may impact individuals, assets, and the environment; and making judgments "on the tolerability of the risk on the basis of risk analysis" while considering influencing factors.
risk indicator	A risk indicator describes an event or situation that could potentially pose a risk to the system. Once a risk is identified, it must be evaluated according to its relevance in the specific situation. The result of the evaluation leads to the classification of the risk.
risk management	Risk management means the entire process of risk assessment (identification and evaluation of the risk) followed by the identification and

	implementation of risk control measures to reduce the probability and/or the negative consequences associated with a risk.
sample	A sample is a subset containing the characteristics of a larger population. Samples are used in statistical testing when population sizes are too large for the test to include all possible members or observations. A sample should represent the whole population and not reflect bias towards a specific attribute. (Source: GME 2024)
secondary geographical site	Sites where only side-activities take place and that usually require less than three full-time employees. Secondary locations are not considered as a proper location and thus do not need an own Certificate.
sensitive areas	Refers to areas that are vulnerable in terms of loss of natural habitats and biodiversity.
soil (natural soil)	Upper unconsolidated and fertile layer of the Earth's crust which has formed under the effect of natural processes and human activities and which consists of mineral (finely ground rock) and organic material (humus), liquids and gaseous substances. (Source: GME 2020 based on Latvian legislation "Land Management Law")
soil conservation	A set of management strategies to prevent the soil from eroding or becoming chemically altered by overuse, acidification, salinization, or other chemical soil contamination.
subcontractors	A subcontractor is a person or firm that has a contract to do part of a job that another person or firm is responsible for. Temporary employment agencies are also considered subcontractors. If an employee of a sister company occasionally helps out (without an official assignment/contract), this is not considered subcontracting.
supply chain	The series of processes/steps from the first production unit to the end product. This includes all steps from cultivation, production, extraction and harvest of peat substitutes, all processing and conversion steps, storage and transport all the way to the production of the end product and includes all parties involved throughout this chain.
surveillance audit	An Audit of a System User by the CB to verify compliance with the System Standards during the Certificate's validity period. Observation and oversight carried out by HORTICERT, or an auditor appointed by HORTICERT.
sustainability	The responsible management of environmental, social, and economic resources, ensuring that the needs of the present are met without compromising the ability of future generations to meet their own needs. (Source: based on WCED, 1987)

system boundary	Definition of aspects included or excluded from the study. For example, for a cradle-to-grave emission factor analysis, the system boundary includes all activities from the extraction of raw materials through the processing, distribution, storage, use and disposal or recycling stages. (Source: GME 2024)
temporary worker	A person who is engaged for a specific period of time, includes fixed-term, project or task-based contracts, as well as seasonal or casual work. (Source: ILO)
traceability	According to the International Organization for Standardization (ISO) the term 'traceability' describes the ability to identify and trace the origin, processing history, distribution and location of products and materials through supply chains. Traceability encompasses the ability to physically follow products and materials along supply chains as well as to document the processing methods used and the components constituting intermediate and final products.
trade union	A trade union is an organization formed by workers from related fields that work for the common interest of its members. They help workers in issues like fairness of pay, good working environment, hours of work, and benefits. They represent a cluster of workers and provide a link between the management and workers.
upstream	Occurring along the supply chain of purchased goods/services prior to entering the system boundary. (Source: GME 2024)
vulnerable group	A group of human individuals that share specific characteristics that make them prone to discrimination. These characteristics can be multidimensional and intersectional, which implies that a combination of specific e.g., of gender and ethnicity (women of an ethnic minority), multiplies risks for discrimination and unequal treatment.
wood as a raw material	A solid lignocellulosic material naturally produced in trees and some shrubs, made of up to 40-50% cellulose, 20-30% hemicellulose, and 20-30% lignin. (Source: U.S. Department of Energy, Bioenergy Technologies Office). Wood is a raw material according to the HORTICERT definition.
wood chips as intermediate products	Small fragments of wood chopped or broken by mechanical equipment. Often a by-product from wood processing in sawmills. Can be further processed into wood fiber.
wood fibers as substrate component	Wood fibers are mechanically and thermally frayed wood for horticultural purposes. If necessary, conditioning agents are added during the production process to stabilize the nitrogen imbalance. (Source: GME 2020, based on "Kultursubstrate und Blumenerden - Eigenschaften,

	Ausgangsstoffe, Verwendung", Gerald K. Schmilewski. Published by Industrieverband Garten e. V. (IVG) Germany)
worker	A person aged 15 or over who has done at least one hour's paid work in a given week, or who is absent from work for certain reasons (annual leave, sickness, maternity, etc.). (Source: ILO) The term "worker" in HORTICERT includes permanent and temporary workers.