EFi Corporate Recognition
Ethics & Ethicality Recognition

Recognition Application Preparation Guide

General Instructions

Before starting your online application, please ensure you have gathered the evidence and supporting documentation outlined in this guide.

The **EFI Corporate Recognition Evidence Records Workbook** is available to download from the website and may be used to record and organise much of the information required for your application. Applicants are encouraged to complete the workbook before commencing the online application.

Evidence must demonstrate a sustained and transparent commitment to ethicality across the four EFI Corporate Ethics & Ethicality Recognition Pillars during the most recent **four-year recognition period**:

1. Ethical Infrastructure
2. Ethics Training & Learning
3. Safeguards & Accountability
4. Community Contribution

To be eligible for recognition, applicants must demonstrate evidence across all four pillars.

Submissions that do not address all required sections will not be approved.

Structure

- Evidence must relate to the most recent **four-year recognition period**.
- Sections **1–5** must be completed and submitted together with the applicable **non-refundable Application Review Fee**.
- Following a successful assessment, applicants will be invited to complete **Stage 2 – Recognition, Directory & Award** and pay the applicable **Recognition & Directory Fee**.
- Eligible EFI Members receive a preferential rate on the Recognition & Directory Fee in accordance with current membership benefits.

Corporate Recognition Categories

EFI Corporate Recognition is available across three assessment categories.

Corporate Recognition

For a single defined corporate entity, business unit, division or regional operation operating under one recognised governance and ethics framework.

- **Application Review Fee:** €5,000
- **Recognition & Directory Fee:** €1,000
- **Total Recognition Investment:** €6,000

Multi-Region Corporate Recognition

For organisations seeking recognition across multiple corporate entities, business units or regional operations that are assessed together under a common application.

- **Application Review Fee:** €10,000
- **Recognition & Directory Fee:** €2,000
- **Total Recognition Investment:** €12,000

Global Enterprise Recognition

For organisations seeking recognition across their global operations where evidence demonstrates an integrated ethics, governance, learning and accountability framework operating consistently throughout the recognised enterprise.

- **Application Review Fee:** €20,000
- **Recognition & Directory Fee:** €5,000
- **Total Recognition Investment:** €25,000

EFI will confirm the appropriate recognition category before the formal assessment begins.

Scope of Corporate Recognition

The scope of recognition must correspond to the evidence submitted for assessment.

Applicants must clearly define the organisational scope for which recognition is sought.

Recognition may apply to:

- a single corporate entity;
- a defined business unit or division;
- one or more regional operations; or
- an organisation's global operations.

The recognised scope will be identified in the EFI Recognition Directory and, where appropriate, on the EFI Recognition Certificate and Digital Recognition Badge.

Recognition awarded to a business unit, division, regional operation or legal entity must not be represented as recognition of a broader organisational scope unless that broader scope has been independently assessed and approved by EFI.

Where an application includes multiple legal entities, business units or regional operations, EFI will determine the appropriate Corporate Recognition category based on the governance arrangements, organisational structure and scope of the proposed assessment.

Supporting Evidence

The **EFI Corporate Recognition Evidence Records Workbook** provides a structured way to record, organise and summarise the information required for your application. Applicants are encouraged to complete the workbook before commencing the online application.

The workbook should be uploaded as part of your application.

Where the workbook refers to supporting evidence, please upload the relevant documents separately. Supporting evidence may include policies, reports, governance documents, learning programmes, public reports, committee records, websites or other materials that support the information recorded in the workbook.

Supporting evidence may be provided in Word, PDF, Excel or other appropriate file formats.

Eligibility

This pathway is intended for organisations operating within a **corporate structure**, including:

- National companies.
- Regional companies and corporate divisions.
- Global companies.
- Multinational corporations.
- Corporate groups and holding companies.
- Organisations operating across multiple locations, business units or jurisdictions.

The scope of the application must be clearly defined.

Recognition may apply to:

- a single company;
- a defined business unit or division;
- a regional operation; or
- an organisation’s global operations.

The recognised scope will be specified in the EFI Recognition Directory and, where appropriate, on the EFI Recognition Certificate.

The Four Recognition Pillars

Recognition is based on evidence across four interconnected pillars. Corporate applicants should demonstrate that ethics and ethicality are embedded through governance, leadership, learning, accountability and organisational practice, in ways that are appropriate to the organisation's scale, structure and operating context.

Evidence should demonstrate that ethicality is actively implemented, reviewed and strengthened over time, rather than represented solely through policies, public commitments or compliance requirements.

Evidence must demonstrate a sustained and transparent commitment across the four EFI Corporate Ethics & Ethicality Recognition Pillars during the most recent four-year recognition period:

1. Ethical Infrastructure
2. Ethics Training & Learning
3. Safeguards & Accountability
4. Community Contribution

The examples provided throughout this guide are illustrative. Evidence may be presented in different ways according to the size, governance arrangements, industry sector, geographical scope and operating context of the applicant organisation.

To be eligible for recognition, applicants must demonstrate evidence across all four pillars. Submissions that do not address all required sections will not be approved.

EFI Corporate Ethics & Ethicality Recognition

1. Ethical Infrastructure

This pillar considers how ethics and ethicality are embedded within the company's governance, leadership, policies and organisational decision-making.

Applicants should demonstrate that ethical considerations are supported through appropriate governance structures, clear organisational commitments and ongoing review, recognising that these will vary according to the company's size, governance arrangements, industry sector and operating context.

This may include evidence of:

- A published code of ethics, ethical framework, statement of principles or equivalent.
- Leadership and governance responsibility for ethics and ethicality.
- Policies and organisational processes that support ethical decision-making and responsible business practice.
- The integration of ethical considerations into relevant organisational activities, operations, products or services.
- Processes for reviewing and developing ethics-related policies and practices over time.
- Evidence that the organisation identifies, considers and responds to ethical issues relevant to its context.
- Where recognition is sought across multiple business units, regions or global operations, evidence that ethical commitments are appropriately embedded across those areas.

Possible evidence may include:

- Codes of ethics or ethical frameworks.
- Governance documents or committee terms of reference.
- Board or executive oversight arrangements.
- Organisational policies and procedures.
- Governance or organisational charts.
- Policy review records.
- Strategic or operational documents demonstrating ethical oversight.
- Brief examples illustrating how ethical considerations have informed organisational decisions or practice.

Evidence will be considered in the context of the applicant organisation and does not require every example listed above.

2. Ethics Training & Learning

This pillar considers how the company develops ethical awareness, judgement and capacity through structured learning, professional development and ongoing engagement with ethics.

Applicants should demonstrate a sustained commitment to ethics-focused learning that is appropriate to the company's size, industry sector, governance arrangements and operating context.

This may include evidence of:

- Providing ethics-focused education, learning and professional development for employees, leaders, managers, directors or other relevant groups.
- Embedding ethics learning within induction, leadership development, professional development or other organisational learning systems.

- Holding internal ethics forums, reflective discussions, case reviews, seminars, workshops or leadership conversations focused on ethics and ethicality.
- Participating in external ethics-focused dialogue, conferences, communities of practice or other relevant professional learning opportunities.
- Licensing **Ethics Beyond the Code™** or undertaking other comparable ethics-focused learning programmes.
- Participating in **EFI Global Ethics Dialogues**, the **Coaching Ethics Forum Conference**, **CEF Ethics Circles**, or other relevant ethics-focused initiatives where appropriate.

Possible evidence may include:

- Learning and development strategies.
- Ethics education, training or professional development programmes.
- Attendance, participation or completion records.
- Internal learning resources.
- Learning frameworks, curricula or development plans, where relevant.

Evidence will be considered in the context of the applicant organisation and does not require every example listed above.

3. Safeguards & Accountability

This pillar considers how the company provides accessible, credible and proportionate mechanisms through which ethical concerns can be raised, reviewed and addressed, together with evidence that ethical challenges are responded to appropriately and used to strengthen future practice.

Applicants should demonstrate that appropriate safeguards, accountability processes and review mechanisms are embedded within the company and are accessible to those they are intended to protect and support.

This may include evidence of:

- Clearly communicated pathways for employees, contractors, suppliers, customers or other relevant stakeholders to raise ethical concerns.
- Appropriate confidentiality, protection from retaliation and escalation processes.
- Defined responsibility for receiving, reviewing and responding to ethical concerns or complaints.
- Processes for identifying patterns, reviewing lessons learned and implementing appropriate improvements.
- Transparency regarding substantiated ethical complaints, findings of misconduct or relevant regulatory sanctions during the recognition period, together with evidence of actions taken.
- Evidence that safeguards are understood, communicated and accessible in practice, rather than existing solely as written procedures.

- Where recognition is sought across multiple business units, regions or global operations, evidence that reporting and accountability mechanisms are appropriately implemented across the recognised scope.

Recognition does not require a spotless record. Applicants are expected to demonstrate honesty, accountability, responsiveness and a willingness to learn from ethical challenges. Recognition will not normally be granted where significant ethical issues remain unresolved, unacknowledged or unaddressed.

Possible evidence may include:

- Complaints, concerns, whistleblowing or speak-up procedures.
- Reporting and escalation processes.
- Anonymised complaint or case review summaries.
- Policy or procedural changes arising from ethical reviews.
- Learning or training introduced following ethical concerns.
- Remediation or improvement initiatives.
- Governance, board or committee oversight records.
- An integrity declaration signed by an appropriate senior leader.

Evidence will be considered in the context of the applicant organisation and does not require every example listed above.

4. Community Contribution

This pillar considers how the company contributes to ethics and ethicality beyond its own internal operations through sharing knowledge, supporting learning, participating in collaborative initiatives and contributing to responsible professional or organisational practice.

Applicants should demonstrate meaningful contributions that are appropriate to the company's size, industry sector, resources and operating context.

This may include evidence of:

- Contributing to ethics-focused conferences, dialogues, seminars, webinars or professional events.
- Sharing knowledge, research, case studies, resources or examples of organisational learning.
- Publishing articles, reports, position papers or other materials that contribute to ethical thinking or practice.
- Participating in collaborative ethics initiatives, research projects or communities of practice.
- Supporting partnerships or initiatives that promote ethical practice within the organisation's sector or across professions.
- Encouraging ethical practice through relationships with customers, suppliers, partners or other stakeholders, where appropriate.

- Supporting wider ethics-focused initiatives through sponsorship, partnership or other substantive contributions.
- Contributing to EFI, the Coaching Ethics Forum (CEF), Ethical EDGE Insights, or other relevant ethics-focused initiatives where appropriate.

Possible evidence may include:

- Publications or articles.
- Research outputs or reports.
- Conference presentations or event participation.
- Collaborative projects or partnerships.
- Community or sector initiatives.
- Resources developed or shared.
- Public communications demonstrating ethical leadership or organisational learning.
- Brief accounts of contributions and their impact.

Evidence will be considered in the context of the applicant organisation and does not require every example listed above.

5. Organisational Integrity & Legal Standing Declaration

Applicants must complete the **Organisational Integrity & Legal Standing Declaration** as part of their application.

The declaration asks whether, during the current **four-year recognition period**, the company has:

- Been subject to any substantiated ethical complaints, findings of misconduct, or relevant regulatory or legal sanctions.
- Any unresolved matters that may materially affect this application.
- Taken appropriate action in response to ethical concerns, complaints or identified areas for improvement.

Where an applicant answers **Yes** to any declaration, a short statement should be provided outlining:

- The nature of the matter (no confidential or personal information is required).
- The outcome.
- Any learning, changes or improvements made as a result.

Champions of Courage Awardees

Applicants whose organisation has received a **Champions of Courage Award** during the current four-year recognition period may include this as supplementary evidence in support of their application.

Provide:

- Award category.
- Year received.
- A brief reflection (approximately 2–3 lines) describing how the recognition has informed or strengthened the organisation's ongoing ethical practice.

Attach the award certificate as supplementary evidence.

Stage 1 – Application Review

Applicants submit an application addressing all four EFI Corporate Recognition Pillars together with supporting evidence.

The applicable non-refundable **Application Review Fee** depends on the Corporate Recognition category:

Recognition Category	Application Review Fee
Corporate Recognition	€5,000
Multi-Region Corporate Recognition	€10,000
Global Enterprise Recognition	€20,000

The application and supporting evidence will be independently reviewed by the EFI Recognition Council. EFI may request clarification, additional evidence or, where appropriate, a review meeting with organisational representatives. For Multi-Region Corporate Recognition and Global Enterprise Recognition applications, EFI may appoint additional reviewers or subject matter experts where appropriate while maintaining confidentiality and appropriately managing conflicts of interest.

Applicants whose application is not successful will receive information about areas requiring further development before a future application is submitted.

Stage 2 – Recognition, Directory & Award

Applicants whose application is approved will be invited to complete the final stage of the recognition process.

Recognition & Directory Fee

The applicable Recognition & Directory Fee depends on the approved Corporate Recognition category:

Recognition Category	Recognition & Directory Fee
Corporate Recognition	€1,000
Multi-Region Corporate Recognition	€2,000
Global Enterprise Recognition	€5,000

Total Recognition Investment

Recognition Category	Total Investment
Corporate Recognition	€6,000
Multi-Region Corporate Recognition	€12,000
Global Enterprise Recognition	€25,000

Following payment, applicants will be invited to complete their public EFI Recognition Directory profile.

The directory profile will include:

- Official organisation name (as listed publicly)
- Recognition category
- Approved scope of recognition
- Country / Region
- Website URL
- Public contact email
- Organisation logo

Upon completion, successful applicants will receive:

- EFI Corporate Ethics & Ethicality Recognition Certificate.
- Personalised Digital Recognition Badge.
- Public listing in the EFI Recognition Directory.

Renewal

Recognition is awarded for a four-year recognition period.

Recognised organisations are expected to notify EFI of any material organisational changes during the recognition period that may affect the basis upon which recognition was granted. EFI reserves the right to request additional information or review the recognition status where appropriate.

Renewal at the end of the four-year recognition period requires updated evidence across all four EFI Corporate Recognition Pillars together with a brief organisational reflection (approximately **300–500 words**) describing significant developments in the organisation's ethical infrastructure, learning, safeguards and community contribution during the recognition period.

Recognition Status

Use of the **EFI Recognition Certificate**, **Digital Recognition Badge** and recognition designation is permitted only while recognition remains current and the recipient is listed in the **EFI Recognition Directory**.

Continued or unauthorised use of the EFI Recognition certificate, digital badge, recognition designation, directory listing or any other representation of EFI Recognition after recognition has expired, been withdrawn or otherwise ceased constitutes misuse of EFI Recognition. EFI may require the immediate removal of all such representations. Failure to comply, or deliberate or repeated misuse, may result in EFI refusing to accept or delaying any future application for recognition for a period of up to two years, depending on the nature and circumstances of the misuse.

EFi Corporate Recognition

Quick Preparation Checklist

The EFI Corporate Recognition Evidence Records Workbook is available to download and should be used to record and organise much of the information required for your application. Applicants are encouraged to complete the workbook before commencing the online application.

Requirement	Evidence to Prepare (most recent 4-year period — **see full details above)**	Ready ✓
Ethical Infrastructure	Code of Ethics or equivalent, ethical framework, governance documents, leadership commitment, relevant organisational policies, examples of ethical decision-making or policy development	
Ethics Training & Learning	Learning and development strategy, ethics training programmes, participation records, leadership development, learning resources or frameworks	
Safeguards & Accountability	Reporting or whistleblowing procedures, complaints or speak-up processes, governance or oversight arrangements, evidence of organisational learning and improvement	
Community Contribution	Publications, presentations, collaborative initiatives, partnerships, research, conference participation, community or sector contributions	
Payment	Non-refundable Application Review Fee payable on submission	

Questions?

Please use the **EFI Contact Form** and select **Recognition** as your enquiry type.