

Title	Recall FD&CG Advisory Group Meeting Minutes
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Date	6th September 2023
Doc Type	Meeting Minutes
Access	Unrestricted for Internal Use



Document Purpose

The purpose of this document is to provide a documented record (minutes) of the Recall Food, Drinks and Consumer Goods (FDCG) Advisory Group meetings.

The document is intended for use by participants of the Recall Food, Drinks and Consumer Goods Advisory Group only.

Document Control

Document version and change history

Version	Date	Nature of change / comments	Editors
Meeting 3	6-Sep-2023	Final	GS1 Recall team

Document authors / contributors

Name	Title / Organisation
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Chris Drougas	Senior Business Analyst - Recall / NLR Lead

Document endorsement

Role	Name	Title	Endorsement
Secretariat	Melanie Wishart	Principal Advisor - GS1 Australia	Chris Drougas

Document location

GS1 Internal MS Teams File system

Document validity

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Document status

This document is effective from date of endorsement. The date of document review is to be no more than 0.5 years from date of endorsement.

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1.0 Attendees

Attendees:	
Duncan Craig	AFGC
Leah Williamson	Coles
Suganth	Coles
Bill Northausen	Costa
James Valentine	FSANZ
Melanie Wishart	GS1 Australia
Nim Phoa	GS1 Australia
Andrew Brown	GS1 Australia
Christopher Drougas	GS1 Australia
Mark Blitenthall	GS1 Australia
Simon Mitchell	GS1 Australia
Sascha Timoschanko	GS1 Australia
Sarah Dawes	Harris Farm
Klara Kinclova	Metcash
Brenda Gilet	Nestle
Craig Shadbolt	NSW DPI
Robyn Gledhill	Pental
Carolyn Dennis	Peters
Cindy Pickard	Simplot
Apologies:	
Tracey Kelly-Jenkins	GS1 Australia
Marcel Sieira	GS1 Australia
Bhaskar C	Goodman Fielder
Sonya Muhlsimmer	Greens General Foods
Sunita Kewada	GS1 Australia
Justin Middleton	GS1 Australia
David Holt	Metcash
Pooja Prasad	Nestle
Selina McNulty	Patties Foods
Bhumika Patel	Villi's Bakery
Sjoerd Doornbos	RedBull
Tammarah Sparks	Woolworths
Dominique Pinker	Woolworths
Danica Siratkov	Goodman Fielder
Terry McWilliam	Costco
Elisa Nasol	Metcash
Daniel Davidson	Unilever
Farisha Hussein	Clorox
Julie Thompson	Bega
Melissa Williams	Woolworths

Deon Mahoney

IFPA A-NZ

2.0 Minutes

2.1 GS1 Welcome Message and Agenda

Delivered by Melanie Wishart, GS1 Australia.

Acknowledgement of Country, permission to record and housekeeping

2.2 GS1 Australia Limited Competition Law Caution

Delivered by Melanie Wishart, GS1 Australia

Note this Recall FD&CG AG meeting (and all subsequent meetings) are conducted under the auspices of the GS1 compliance policy and a Competition Law Caution.

The compliance policy guidelines are included in the Meeting minutes

2.3 Recall Advisory Group Purpose and Framework

Delivered by Melanie Wishart, GS1 Australia.

- Co-Chairs: Leah Williamson (Coles), Carolyn Dennis (Peters)
- Current terms expire Q2 2023

2.4 Introductions and Attendance (Quorum)

Delivered by Melanie Wishart, GS1 Australia.

Melanie advised that Janessa Tubman from Goodman Fielder has left the business and no longer participating in the advisory group, however, Bhaskar will still be representing Goodman Fielder.

There was a total of 19 attendees, and this did meet quorum. Quorum specifies 10 participants - 2 receivers and 5 suppliers.

2.5 Review of Past Meeting Actions

Delivered by Melanie Wishart.

Colour legend used below:

(Current Action) = Current action required to progress the discussion point

(Finalised Action) = Advice or action being taken to close the action

1. Ongoing - GS1 and Co-chairs to invite presenters for future meetings.

Caroline advised that there are no on-going past actions that have not been covered elsewhere. As a running action We would like to invite presenters for future meetings based on the group's needs, if anyone has any suggestions or topics, they would like to hear about in regard to recalls, recall notifications or food safety and traceability please let Melanie know.

2.6 Current Position of Recall Service

Report Summary of the current position of the Recall Service - delivered by Chris Drougas.

Subscriber Onboarding 97% live (10 outstanding). This is those companies that have subscribed to the service but have not proceeded to on-board status. It is important for these companies to on-board and our support team have a process to assist them.

- Live notifications – No Recalls issued this quarter to date; however, Withdrawals have exceeded this time last year.
- 17 companies have issued notifications in Q3 to date. None were Recall platform users. This is higher than last year. If a subscriber of the Recall portal has a recall that is not issued through the portal, then we will give them a call to ensure that they have training or to see if they need any assistance.

The full report is available on the GS1 Australia Recall Report. These details are sent a week or so prior to the meeting and are available here: [GS1 Australia Recall Report](#)

2.7 Recall Development Roadmap

Roadmap update - delivered by Chris Drougas, GS1 Australia

- There are 2 major releases planned for 2023 - R1 was deployed in April 2023 and the next release, R2, is due for October 2023
- Upcoming release in October, was pushed back from July to accommodate visual refresh and other changes.
- The requirements lock down is in September 2023 with 15 requirements scheduled.
- The visual refresh development cost absorbed by Canada.
- For 2024 we have 2 major releases scheduled, April / May and October 1st.

Chris reviewed all the changes due to be released in October and advised that full details are available in the appendix of the slide deck.

Release 2: October 22nd

Recall Platform visual changes

This aligns with the GS1 Global style guide and will result in a different looking platform however the functionality will not change. This adheres to Canadian standard regarding accessibility for visually impaired with colours chosen for better contrast.

The full screen has also been used, whilst remaining scalable for mobile phone and small browser windows, there is a mobile site includes. These changes are a collaboration between GS1 AU and Canada, and the organisations work together to provide feedback to the developers.

The email templates will not change.

Initiator email post Recall go live.

Initiator companies will receive an email 1 week after a notice is issued, which will provide a summary of all recipient responses that have been made. Users can click through to the notice to view full details.

'Pending Actions' email.

All companies will receive an email each Friday morning, that shows a list of outstanding tasks for each notification.

i.e., Submit and Go Live / View Notice / Report to Initiator / Complete regulatory reporting.

'Tour' option for non-subscribers viewing the Guest Portal.

Non-subscribed recipients who view the Guest Portal to respond to a notification, will be taken through a guided tour of the page, enabling them to easily complete the required information and respond to the Initiator. This is a click through guide.

Carolyn asked if the report that is printed out will also look differently and Chris advised that yes, it will have the new design look and will be updated, however maintain the same structure as before.

Melanie advised that suppliers should do a mock recall to familiarise them self to the new look and feel of the portal and Chris added that's it's important to do a mock recall every 6 months.

Chris said there will be an email coming to advise every one of the new refresh, this will come in a few weeks and again afterward the system has been updated on the 24th October to make people aware.

The Recall roadmap for 2023 releases and completed enhancements can be reviewed in the Advisory Group meeting presentation and included in detail in the presentation appendix.

If there are any questions around these Chris advised that you could contact him directly Please submit requirements suggestions or any bugs to recallsupport@gs1au.org or via the feedback button in Recall.

2.8 Issues / Challenges / Opportunities

Carolyn advised that she has been using the GS1 Recall portal for quite some time now and it is great to see how it has evolved from what it was to what it is today. Carolyn also stated that it was interesting to see that none of the recent 17 recalls had gone through the portal. She also noted that a lot of the recent recalls have been on imported products and mis-labelling issues.

Carolyn advised to use the chat function within the portal when using it if you have any queries as your questions are answered immediately. This is important to know as under a stressful recall there is assistance from the GS1 support staff.

Duncan Craig advised small importers were notifying recalls for the same product which was confusing and skewed the recent results over the last quarter.

3.0 Guest Speaker – Dr Duncan Craig, The AFGC

"Australian Food and Grocery Council's food regulation resources and activities."

Caroline introduced Duncan. Duncan joined the Recall AG in March of this year, replacing Dr Geoffrey Annison on his retirement. Dr Craig has a long history in the food risk assessment space and as Principal Microbiologist at FSANZ. Recently, prior to working at the AFGC Duncan was with the Department of Agriculture, Fisheries and Forestry as Principal Scientist and then Director of Agriculture trade Expansion and Change.

The Australian Food & Grocery Council is the peak body for Australian food & beverage/grocery supply industry with over 200 members. These manufacturers range from small to medium enterprises to large to Global companies. They also work with Retailers and other Associations, government bodies and regulators. GS1 is a long-standing Industry partner.

They are a core policy and advocacy services as well as keeping abreast of regulatory changes to keep their members up to date with current issues.

In regard to food regulation, the AFGC has as a key service, monitors and communicate important standards information and disseminates newsletters and distribute to their members.

They also provide regular webinars on food standards code and other topics.

Equally important the AFGC feed into the standards development and have provided industry consultation and input on numerous submissions to FSANZ applications proposals and other government consultations including Codex. They will seek support and participation from their members to involved them in working groups so there is a process

to get involved and work together collectively on the submissions so that Industry has a voice.

The AFGC also provides guidance and have many resources and best practice guides, These can be obtained on their website. <https://www.afgc.org.au/>

Craig advised that undeclared allergens is one of the largest causes of recalls. Over 40-50% of recalls in Australia are a result of mis labelling. To assist with this issue the **"Food Industry Guide to Allergen Management and Labelling"** was updated in 2021 to reflect new plain English allergen labelling requirements. The transition period comes to an end on 25th February 2024 and labels will need to comply with these rules from this date onwards. This Guide was created by the AFGC in partnership with The Allergen Bureau.

August 2023 was the latest update to this guide, and this is available at the following link as well as on the Allergen Bureau website. [2023 Food Industry Guide to Allergen Management and Labelling for Australia and New Zealand - Australian Food and Grocery Council \(afgc.org.au\)](https://www.afgc.org.au/2023-Food-Industry-Guide-to-Allergen-Management-and-Labelling-for-Australia-and-New-Zealand-Australian-Food-and-Grocery-Council)

The AFGC Product Information Form (PIF V6.0)

The PIF is a tool developed by the food industry in Australia and New Zealand to obtain and share information needed to meet obligations under regulatory requirements and industry codes regarding food ingredients and finished products in a consistent and standardised manner. [Product Information Form - Version 6 - Australian Food and Grocery Council \(afgc.org.au\)](https://www.afgc.org.au/Product-Information-Form-Version-6-Australian-Food-and-Grocery-Council)

Another great resource is the Best Practice Guide for Date Marking

[AFGC-Best-Practice-Guide-Date-Marking-February-2021_FINAL\(1\).pdf](#)

Klara asked Duncan from their member base of over 200 companies, how many are registered on the Recall Portal. Duncan advised that GS1 would be able to assist with this. Andrew advised it is a majority.

Klara advised that they struggle to get the smaller companies to get on board and is there a way that the AFGC can assist in encouraging their members to use the portal. Duncan said that their role is to remind their members of their responsibilities regarding recalls and to point their members to best practice and resources.

Duncan asked if there are any AFGC members in the group that are not receiving their newsletters and comms to contact him.

Klara advised that they are doing a major project with GS1 Recall at the moment encouraging all suppliers to join.

ACTIONS: Compare AFGC members and Recall members

4.0 General Business

Delivered by Melanie Wishart, GS1 Australia

4.1 Marketing, Events and Comms

GS1 Standard & Industry event 18-21 September

From the 18-21 September for the GS1 Industry & Standards Event, we have over 1,000 business leaders from 80+ countries to address global business challenges through the development and adoption of GS1 standards and solutions.

This event provides business and technical professionals from different industries to make a significant impact and share.

More than 35 sessions spread across 4 days. We will share information on their latest projects, trends, technologies, and industry best practices.

There are tracks dedicated to community engagement, standards development, and training.

Some of the hot topics that may be of interest include the new GS1 global Retail Strategy which includes information of the latest consumer trends and transformative technologies that enable enhanced consumer engagement and innovative digital packaging experiences.

- Migration to 2D barcodes
- Circularity/ Digital product passport
- traceability and data exchange for cross border trade
- digitisation and transformative technologies for supply chain and certifications and digital packaging

Some of these sessions are for GS1 Member Organisations only, some are standards working groups by invite only and all others are open to all.

You can view the speakers and session details on the website [View Programme HERE](#)

If you register, you can view the sessions over the next day or as soon as they become available. [Register](#)

NGTAG Event 8th August – Traceability for Trade & Market Access

Australian businesses looking to import, or export, can face expensive and time-consuming processes, with multiple government agencies and regulations to navigate. Some processes are manual and duplicative. There are significant initiatives to make trade easier and less expensive.

During our NGTAG series over the last couple of years we have heard from China Customs on digital custom declarations processes, we have heard from the European Commission on Digital Product Passports, and recently we have also heard from the US FDA on the Food Safety Modernisation Act and the role of traceability.

In common across all these initiatives is the need for common, proven, and trusted global data standards to ensure interoperability across business and government and avoid non-technical trade barriers.

We have the capacity to untap huge benefits at the border, as well as the importance of standards to make them a reality and broadly adopted.

The latest NGTA open industry event featured the US Customs and Border Protection, the Export Council of Australia, Australian Border Force, UN ECE, The Simplified Trade Taskforce and Standards Australia. The conversation centered around the importance of standards for cross border data exchange, trade and market access to make them a reality and broadly adopted.

We had over 150 attendees and you can watch the recording here at this link here: -

[Traceability - YouTube](#)

Join the NGTAG Here [National GS1 Traceability Advisory Group enquiry form - GS1 Australia](#)

4.2 New Engagement & Partners

Delivered by Andrew Brown, GS1

Recall Partners

Andrew Brown advised that these Recall partners provide benefits to the initiators and sponsors and provide feedback into the Advisory Group and roadmap discussions and priorities. We are always looking for new partners.

We also call on these partners to participate in our bootcamps and other events. Andrew asked if anyone would like to propose any speakers or presentations for future bootcamps.

Recall Engagement and new stakeholders

Andrew advised that GS1 has been working with Metcash to help them improve the way that they receive notifications in the event of recalls and withdrawals.

Metcash are looking at their recalls and they are working hard and breaking some ground in this place. This is likely to go live in October. We need as many suppliers as possible using the GS1 Recall Portal to have everyone sharing their recall notification in the one format.

Healthshare Victoria is also continuing their GS1 Recall portal implementation and as a result GS1 will be re-constituting the healthcare portal recall AG over the next 6 months. Andrew advised that he is leaving the GS1 Services team and moving into the GS1 Industry Engagement healthcare sector so will be transitioning out of our Food & Consumer Goods Recall Advisory Group. Andrew mentioned that he is still available if anyone needs to speak to him.

Andrew proposed we may do another Bootcamp by the end of the year; this may focus on the New FSANZ Food Protocol which was released in May. Andrew advised that this is now available and that there are some interesting changes in this. You can access the Protocol here [Food Industry Recall Protocol \(foodstandards.gov.au\)](https://www.foodstandards.gov.au)

James advised that they are interested in participating in the bootcamp.

Useful Recall Resources

For the new participants on today’s call and those that would like to access these useful resources, we have a detailed Recall toolkit available on our website.

This resource toolkit will assist suppliers and operators in achieving a better recall and withdrawal process for their business.

You can also find other resource material such as the discover recalls webinar and user guides. [Recall - GS1 Australia](#)

5.0 Confirmation of Actions and Next Steps

ACTION	DUE DATE	BY WHO	STATUS
GS1 and Co-chairs to invite presenters for future meetings based	Ongoing	GS1/ Co-Chairs	Ongoing
GS1 to circulate the presentation from today with the meeting minutes	14/9	GS1	Complete
GS1 to circulate the resources and links from the meeting	14/9	GS1	Complete

6.0 Next Meeting

The meeting was called to a close by Caryline at 3.33pm. Agreed next meeting date is: 6th December 2023 @ 2:30pm via Zoom

All meetings will be held as Zoom web conferences with alternate GS1 Boardroom available for face-to-face attendance when appropriate.

7.0 GS1 Australia Limited Trade Practices Compliance Notice

Participants on GS1 Boards, committees, task forces, work groups, or other similar bodies, must always remember the purpose of the Board, committee task force, or work group is to enhance the ability of all industry members to compete more efficiently and effectively to provide better value to the consumer or end user. GS1 activity almost always involves the cooperation of competitors; therefore, great care must be taken to assure compliance with trade practices laws in Australia and in other jurisdictions. (Including the Australian Consumer Law, the Competition and Consumer Act and state based Fair Trading Legislation).

This Means:

- Participation must be voluntary, and failure to participate shall not be used to penalise any company.
- There shall be no discussion of prices, allocation of customers or products, boycotts, refusals to deal, or market share. (For the avoidance of doubt, this does not preclude discussion of GS1 Australia’s prices, customers or products.)
- If any participant believes the group is drifting toward impermissible discussion, the topic shall be tabled until the opinion of lawyer(s) with experience in trade practices law can be obtained.
- Where appropriate, meetings shall be governed by an agenda prepared in advance and recorded by minutes prepared promptly after the meeting.
- Where appropriate, tests or data collection shall be governed by protocols developed by GS1 Australia.
- GS1 reserves the right to seek opinion of lawyer(s) with trade practices experience on any matter or document arising out of any GS1 activity.
- The recommendation coming out of a GS1 Board, committee, task force, work group or task group are just that. Individual companies remain free to make independent, competitive decisions.
- Any Standards developed must be voluntary standards.

8.0 Appendix

Appendix A: Related documents

Document name	Location
Trade Practices Compliance Notice	Embedded in Minutes document
Meeting Presentation	Saved to Recall Food & Consumer Goods hub and emailed to Advisory Group
Meeting Minutes	Saved to Recall Food & Consumer Goods hub and emailed to Advisory Group
https://www.gs1au.org/our-services/get-compliant/recall/gs1-australia-recall?viewmode=0	