

<b>Title</b>	<b>Recall FD&amp;CG Advisory Group Meeting Minutes</b>
<b>Version</b>	<b>Meeting # 1 2022</b>
<b>Date</b>	<b>2<sup>nd</sup> March 2022</b>
<b>Doc Type</b>	<b>Meeting Minutes</b>
<b>Access</b>	<b>Unrestricted for Internal Use</b>



## 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 1	2-Mar-2022	Final	GS1 Recall team

### Document authors / contributors

Name	Title / Organisation
Melanie Wishart	Senior Account Manager, Customer Engagement, GS1 Australia
Chris Drougas	Implementation and Support Lead - Recall, GS1 Australia

### Document endorsement

Role	Name	Title	Endorsement
Secretariat	Melanie Wishart	Account Director - Retail, Customer Engagement, GS1 Australia	16 Mar 2022

### Document location

GS1 Internal MS Teams File system

### Document validity

All downloaded and printed documents are non-authorized and uncontrolled copies. Refer to the document location for the current authorized version.

### 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

<b>Attendees:</b>	
Leah Williamson	Coles
Julie Thompson	Bega
Bhaskar C	Goodman Fielder
Cindy Pickard	Simplot
Sarah Dawes	Harris Farm
Pooja Prasad	Nestle
Craig Shadbolt	NSW DPI
Geoffrey Annison	AFGC
Michael Smith	FSANZ
Andrew Steele	GS1 Australia
Nimh Phoa	GS1 Australia
Andrew Brown	GS1 Australia
Melanie Wishart	GS1 Australia
Christopher Drougas	GS1 Australia
Marcel Sieira	GS1 Australia
Tracey Kelly-Jenkins	GS1 Australia
Robyn Gledhill	Pental
Christine Lesseur	Simplot
Carolyn Dennis	Peters
Jacqui Payne	Foodbank
Roberto Olivares	Woolworths
<b>Apologies:</b>	
Farisha Hussein	Clorox
Naline TerWolbeek	Costa Group
Terry McWilliam	Costco
Gabrielle Weidner – Maternity Leave	FSANZ
Mark Blitenthall	GS1 Australia
Mishu Sareen	GS1 Australia
Anuja Varghese	GS1 Australia
Sunita Kewada	GS1 Australia
Justin Middleton	GS1 Australia
Selina McNulty	Patties Foods
Deon Mahoney	PMA A-NZ
Cody Shaw	Woolworths
Louise Collins	Woolworths
Andrea Currie	Coles
David Holt	Metcash
Lily Rattanaphasouk	Goodman Fielder
Danica Siratkov	Goodman Fielder
Sonya Muhlsimmer	Greens General Foods

## 2.0 Minutes

### 2.1 GS1 Welcome Message and Agenda

Delivered by Melanie Wishart, GS1 Australia

### 2.2 GS1 Anti 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 Anti Competition Law Caution.

The compliance policy guidelines are included in the Meeting minutes

### 2.3 Guest Speaker

Roberto Olivares - Senior Project Manager for supermarkets at the Woolworths Group provided an overview of the Woolworths 2-Dimensional Barcode Implementation and how they can be used at the Point of Sale to stop the sale of affected products in the event of a Recall or Withdrawal. By encoding the batch/Lot code and/or a date code as well as the barcode number (GTIN) the barcode reader can be programmed to not allow a product to be sold. This will assist in recall, traceability, and packaging recalls. The major business driver for 2D Barcodes (GS1 Data Matrix) is to prevent the sale of expired products and expiry date management and to reduce food waste. There are 292 articles currently carrying GS1 2DB, this accounts for 50% of the Woolworths private label meat range. More products will be onboarded as suppliers become equipped to print and apply this live data in the GS1 Data Matrix on their packs.

### 2.4 Introductions and Attendance (Quorum)

Delivered by Melanie Wishart – Account Director – Retail at GS1 Australia as the proxy chair for the meeting.

Melanie Welcomed the new participants. There were no new members on the call, Lily Rattanaphasouk, Quality Compliance Specialist at Goodman Fielder Pty Limited moved to a new role and as a result has left the recall advisory group.

There was a total of 21 attendees, and this did meet quorum.

The meeting was recorded, and this was communicated to the group

### 2.5 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

## 2.6 Review of Past Meeting Actions

Delivered by Chris Drougas

- Colour legend used below:

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

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

**There are no on-going past actions that have not been covered elsewhere**

## 2.7 Current Position of Recall FD&CG service

Delivered by Chris Drougas, GS1 Australia

8 Recalls listed on FSANZ site Q1 TD, none from Recall subscribed suppliers

- Subscriber onboarding 96% live (12 outstanding)
- (New) Mock notifications excellent, shows companies are keeping on top of training and annual ready/live process
- 8 Recalls listed on FSANZ site Q1 TD, none from Recall subscribed suppliers
- The report summary is uploaded to the Recall AG HUB a week prior to the AG meetings. Pre reads available here: <https://www.gs1au.org/our-services/get-compliant/recall/gs1-australia-recall?viewmode=0>

## 2.8 Recall Development Roadmap

Roadmap update - delivered by Chris Drougas, GS1 Australia

- There are 3 releases in 2022
- The next release, R1, is scheduled for March 26. This includes 14 requirements. The details of each of these are available in the appendix of the presentation
  - The main changes include a new log in page where users are now required to accept T&C's each time they log in to platform.
  - A new Action Centre that provides a list of actions and next steps required to complete the notification.
  - National Location Registry (NLR) integration. Allows users to add their locations and add a Global Location Number (GLN). If this record exists in the NLR it will automatically be populated and location master data from the NLR. This is only available if users are registered to the NLR and have records loaded against GLNs.
  - Other enhancements include wider screens and email template wording improvements
- Requirements for next release, R2 in July are being finalised
  - Looking at image integration
  - Tweaks to Recall Ready visibility
  - These will be locked down in June 2022

- R3 2022 for November has multiple requirements so far and will be locked down in October 2022.
- The Recall roadmap for 2022 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

## 2.9 Issues / Challenges / Opportunities

### FSANZ Update

Michael Smith – FSANZ.

Provided an update on the review of the food recall protocol. FSANZ commenced this review in 2020 and updated the industry food recall protocol with input from government and industry stakeholders. The industry protocol booklet was being transitioned to a series of web pages.

The protocol outlines the roles of responsibilities of government and industry, the required legal requirements as well as details on how to write a food recall plan. After an initial consultation, FSANZ sent a trial of the newly created web pages and found it wasn't suitable. Stakeholders asked for the same format of the booklet to remain in web pages.

Project plan and timelines have changed due to covid – the protocol will be updated to align with current food requirements and practices however the protocol will only be available online – in a printable PDF booklet. There is new toolbox on website where all relevant documents, contact details for the states & territories as well as all templates will be housed – A new simplified step by step guide as well as the full food industry recall guidelines.

This should be released for consultation around May 2022 and then released at the end of 2022. If you have any queries or want to be a part of this consultation, please email Michael at [food.recalls@foodstandards.gov.au](mailto:food.recalls@foodstandards.gov.au)

### Food Bank Update - Jacqui Payne – National program Manager – Agriculture

Jacqui provided an update on the requirements for re-labelling when donating recalled or withdrawn items to Foodbank. We need to continue to raise awareness that Foodbank can accept product that is perfectly fit for purpose and edible but just needs labelling issues rectified.

There were 5 key points: -

1. Don't want to do anything that risks your brand or their brand as well as ensure that the person that receives the product has a positive experience
2. Is the product or could the product be fit for person – personal healthcare care, food. If it can, foodbank will work with your QA teams to understand what needs to be done to ensure that the product meets compliance Ie: In the recall classification of re-labelling – is it missing a nutritional or allergen claim on the label. Foodbank will work under your instructions to see what needs to be applied to the product to make it fit for consumption.

Volunteers in the warehouse apply the labels.



3. Not all recall products can be donated Ie: microbial etc
4. Great support from organisation such as Food Legal, they are happy to support Foodbank to help ensure compliance. Please refer to the following link for further information on Food Legal. <https://foodlegal.com.au/inhouse/document/2482#>
5. Each Foodbank State and Territory Authorities also work with each of their food enforcement agencies to ensure each State and Territory adheres to the different legalisations etc

Jacqui offered a tour of Foodbank if anyone is interested. Jacqui can be emailed at [jacqui@foodbank.org.au](mailto:jacqui@foodbank.org.au)

Melanie reminded the group that there is a check box on the front page of the Recall platform that allows you to send a notification to foodbank when there is a notice. When notification goes live a copy of this goes to Foodbank.

## 2.10 General Business

- **Recall Partners**

We have several partners that promote the recall platform, whether they are a peak industry association or insurance partner. We have had no new partners since the last call

These partners provide benefits to the initiators and sponsors and provide feedback into the Advisory Group and roadmap discussions and priorities.

We also call on these partners to participate in our bootcamps and other events.

We are always looking for more partners so please let us know if you feel that a specific peak association body or insurance partners needs to be aware of our work with the Recall platform and include in their recall processes.

- **Expanding Recall Reach - New engagement**

- Healthcare

- WA Health. 115 sights will be using the Recall Portal for healthcare which may include food and beverage suppliers in the future. However, as WA Healthcare are dealing with their Covid emergencies this engagement has been put on hold.

- Other Engagement

- Foodservice industry and potentially another industry sector is currently in the pipeline, and we will provide an update to this at our next meeting

- **Other Events and news**

- AIFST - Recall workshop for March 24<sup>th</sup>. Andrew will circulate the details
- The Bootcamp series is ongoing, and more dates will be released as they are confirmed – if you had any topics you would like us to focus on please advise

- **FSANZ Branded Food Database – Andrew Steele – Director, Retail – GS1 Australia**

Food Standards Australia New Zealand (FSANZ) has partnered with GS1 Australia to support the development and implementation of the FSANZ Branded Food Database - a central source of food product information for food and beverages sold in Australia.

The Branded Food Database is designed to support a range of activities undertaken by FSANZ, such as supporting evidence-based policy development, FSANZ standards development processes, dietary modelling, and food labelling amongst others. FSANZ will also leverage the Database to monitor progress with regards to the update of Health Star Rating and product reformulation programs nationally. The database will also benefit consumers, industry, and health professionals by providing a 'single source of truth' with accurate and validated food and beverage product information.

Please contact Andrew for more information on this

### 3.0 Confirmation of Actions and Next Steps

ACTION	DUE DATE	BY WHO	STATUS
GS1 and Co-chairs to invite presenters for future meetings based on poll results	Ongoing	GS1/ Co-Chairs	Ongoing
Request FSANZ to provide regular updates at AG meetings	1/2/22	MW/CD	Ongoing

### 4.0 Next Meeting

Agreed next meeting date is: 1<sup>st</sup> June 2022 @ 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.
- Future Meetings:
  - Wednesday 31<sup>st</sup> August 2022 2:30pm AEST
  - Wednesday 7<sup>th</sup> December 2022 2.30pm AEST

## GS1 Australia Limited

### 5.0 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.

### 6.0 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
<a href="https://www.gs1au.org/our-services/get-compliant/recall/gs1-australia-recall?viewmode=0">https://www.gs1au.org/our-services/get-compliant/recall/gs1-australia-recall?viewmode=0</a>	