

Title	Recall FD&CG Advisory Group Meeting Minutes
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Date	6th June 2023
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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 2	6-Jun-2023	Final	GS1 Recall team

Document authors / contributors

Name	Title / Organisation
Melanie Wishart	Account Director - Retail, Customer Engagement, GS1 Australia
Chris Drougas	Senior Advisor, Product Management, GS1 Australia

Document endorsement

Role	Name	Title	Endorsement
Secretariat	Melanie Wishart	Account Director - Retail, Customer Engagement, 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:	
Nim Phoa	GS1 Australia
Leah Williamson	Coles
Andrew Brown	GS1 Australia
Christopher Drougas	GS1 Australia
Tracey Kelly-Jenkins	GS1 Australia
Mark Blitenthall	GS1 Australia
Brenda Gilet	Nestle
James Valentine	FSANZ
Cindy Pickard	Simplot
Suganth	Coles
Sarah Dawes	Harris Farm
Duncan Craig	AFGC
Klara Kinclova	Metcash
Apologies:	
Naline TerWolbeek	Costa Group
Gabrielle Weidner – Maternity Leave	FSANZ
Bhaskar C	Goodman Fielder
Sonya Muhlsimmer	Greens General Foods
Anuja Varghese	GS1 Australia
Sunita Kewada	GS1 Australia
Justin Middleton	GS1 Australia
Marcel Sieira	GS1 Australia
David Holt	Metcash
Pooja Prasad	Nestle
Craig Shadbolt	NSW DPI
Selina McNulty	Patties Foods
Bhumika Patel	Villi's Bakery
Sjoerd Doornbos	RedBull
Tammarah Sparks	Woolworths
Dominique Pinker	Woolworths
Danica Siratkov	Goodman Fielder
Michael Smith	FSANZ
Janessa Tubman	Goodman Fielder
Terry McWilliam	Costco
Elisa Nasol	Metcash
Carolyn Dennis	Peters
Daniel Davidson	Unilever
Melanie Wishart	GS1 Australia
Andrew Steele	GS1 Australia
Robyn Gledhill	Pental

Farisha Hussein	Clorox
Klara Kinclova	Metcash
Julie Thompson	Bega
Melissa Williams	Woolworths
Deon Mahoney	IFPA
Sabrina G	FSANZ

2.0 Minutes

2.1 GS1 Welcome Message and Agenda

Delivered by Andrew Brown, GS1 Australia.

Acknowledgement of Country, permission to Record and Housekeeping

2.2 GS1 Australia Limited Competition Law Caution

Delivered by Andrew Brown, 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 Leah Williamson, Coles.

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

2.4 Introductions and Attendance (Quorum)

Delivered by Leah Williamson, Coles.

Leah welcomed the new participants.

Dr Duncan Craig – Director Nutrition and Regulation at AFGC replacing Dr Geoffrey Annison

Renee McAnanery QESH Program Manager, at Coca Cola Europacific. Renee was unable to make the meeting but has joined the Advisory Group.

Suganth - Complaints Investigations officer from the Quality & Technical standards team at Coles and Leah also welcomed back Cody Powell at Woolworths as she has returned to her role after being on maternity leave.

There was a total of 14 attendees, and this did meet quorum. Quorum specifies 10 participants - 2 receivers and 5 suppliers.

2.5 Review of Past Meeting Actions

Delivered by Andrew Brown

- 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
2. GS1 to follow up with the dairy regulators and ensure they are aware of the Recall portal and the importance of the mock recall process.

We are reaching out to Vic Dairy and will provide an awareness and overview campaign to all dairy regulators on GS1 Recall and mock recalls

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

2.6 Current Position of Recall Service

Report Summary of the current position of the Recall Service - delivered by Chris Drougas. Chris introduced himself to the new members and advised that he provides a regular update to the number of subscribers to the Recall service as well as those that are active on the portal and then delivers the roadmap to development.

- Subscriber Onboarding 95% live (15 outstanding). The benchmark is 20 so this is a good result
- Mock notifications excellent, shows companies are keeping on top of training and annual ready/live process. For the financial year to date there have been 215 mock recall notifications. For the financial year 2022 there were 265.
- Live notifications – Recalls that were issued on the portal are on par with those made at this time last financial year, withdrawals have exceeded last years

These details are sent a week or so prior to the meeting and these 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 March 2023 and there will be another release, R2, in October 2023
- Upcoming release in October, was pushed back from July to accommodate visual refresh and other changes
- The visual refresh development cost absorbed by Canada

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

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 is not final but Chris showed the group some examples of how it may look.

The full screen has also been used, whilst remaining scalable for mobile and small browser windows.

Initiation summary email after recall issued.

If someone responds to an email that the initiator has sent after the recall is issued, you are not notified, unless you log in the portal. 48 hours after the recall, the initiator will now receive a summary of all of the recall replies.

Guest Portal Updates

For non-subscribers of the portal, there is the facility for initiators to send notifications to anyone, these guests then can log in and respond or view the recall notification.

Andrew added that the guest portal update has provided a lot more flexibility and will make the recall audit trial a lot easier to manage.

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

No issues or challenges raised on the latest development roadmap and opportunities.

Andrew advised there was a recent recall notification issued out on the portal and they were able to get the notice out within 2 hours with help from the GS1 support team.

This was a new subscriber. If mock recalls are done regularly on the portal, recalls can be released a lot quicker. This highlights the importance of mock recalls being done on the portal.

3.0 General Business

3.1 Marketing, Events and Comms

GS1 Recall Bootcamp

The GS1 Recall Bootcamp #7 was held in May and featured a huge line up speakers from high profile industry associations, including Duncan Craig from the Australian Food and Grocery Council (AFGC), the Allergen Bureau, the Australian Institute of Food Science and Technology, International Fresh Produce Association

Australia & New Zealand and INPAA. The speakers shared how their association can help your company be better prepared for a product recall, providing practical assistance and advice for product safety incidents. There was over 70 attendees.

Bootcamp participants receive a set of tools and strategies that will help them to be better placed in a recall situation.

There is a hidden webpage of resources for bootcamp attendees. The recording is available here for those that missed this [Link](#)

Hort Connections Conference

Andrew advised that GS1 will have a stand at Hort Connection this year, the largest fresh produce and floral conference in the southern hemisphere. If you are there come and say hello, GS1 is at stand 287. We will be showcasing 2D barcodes including GS1 Digital Link, traceability case studies and how GS1 standards are used in the fresh foods industries for food safety and traceability. The National GS1 traceability AG (The NGTAG) co-chair will also be participating in the Department of Agriculture, Forestry and Fisheries (DAFF) panel to talk about the new DAFF National Traceability Strategy and Alliance.

NGTAG Open Industry Event

This open industry event held on the 28th May, featured our Traceability Solution Providers - Special Interest Group co-chairs and showcased their traceability pilots and implementation since 2019 and how it transitions the way for interoperability with other solutions. We recommend you take the time to listen to the recording, especially the first guest speaker Levine as he expertly presents on what interoperability is, in the eyes of standards and how important it is for businesses to consider this and they navigate implementing systems

The Traceability solution Providers special interest group maintains to create an ecosystem of interoperable solutions so that businesses can share data around traceability events in the time of a recall or to share information about transport and logistics. These solution providers that work with the NGTAG are aware of GS1 standards for traceability and other global data standards.

The recording is available at the following link [The path to interoperability Webinar - YouTube](#)

AIFST Recall Workshop 18th May

Andrew advised that we participated in another AIFST recall workshop that was attended by around 20 participants. These workshops look at how to maintain a recall plan and the whole process of issuing a recall as well as a 20-minute demo of the Recall portal within the interactive workshop. The next workshop has been planned for the 14th September and the AIFST website will be updated with the registration details soon.

3.2 New Engagement & Partners

Recall Partners

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.

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 will begin their testing phase for this soon and then begin to speak to their suppliers.

GS1 has also been engaging with Health Purchasing Victoria (HPV) for both sides of the portal, not just Food / Foodservice & Consumer Goods but for the healthcare side of the platform which are the Therapeutic Goods Administration (TGA) regulated products. Andrew will be engaging with their teams for training shortly and HPV have already sent communication to their suppliers asking them to send all recall notices via the Recall portal. GS1 is now speaking to these organisations to assist with these requirements.

Andrew asked the group to contact him should you have any queries in any of these initiatives.

3.3 Traceability Case studies & Resources

Ag Vic Traceability Hub

As part of the work with the National Traceability Strategy with the DAFF, Victoria Agriculture have created a Traceability Hub with great resources and tools and now a new Quick start guide. [Agriculture Victoria - Investing in a digital traceability system](#)

This guide is a practical starting point for anyone wanting to increase traceability measures in their business. Users of the guide can follow a five-step process to help understand their traceability requirements.

Citrus Australia Traceability

One of the recent Victoria Agriculture funded traceability projects is the Citrus Australia project. The report is now available as well as a series of videos that talk to all stakeholders in the citrus supply chain as you follow the citrus to the different global export markets. This is based on GS1 traceability standards. Case study, report and resources available here [Citrus Australia Traceability](#)

New GS1 US Seafood traceability Case Study “From Bait to Plate”

This case study showcases GS1 standards to track the seafood and assess fishing operations in their global supply chain and Culinary Collaborations LLC’s (CCL) operations to support a positive impact when they conduct business. It also showcases their commitment to the global sustainable seafood initiative benchmarked programs and food safety benefits.

This case study was created after CCL implemented traceability initially to prepare for FSMA 204

This company was founded by Michael McNicholas who sits on the board of the Global Seafood Dialogue for Seafood Traceability (GDST) so this approach of meeting GDST agreed Critical Tracking Events (CTEs) and Key Data Elements (KDEs) serves to not only underpin their traceability program but also support the GDST goals for interoperability.

[Download Case Study here](#)

New GS1 US Guide for FSMA 204

A new comprehensive and user-friendly guideline has been released to assist in meeting the US FDA regulations for export of fresh produce, dairy and seafood from Australia into the US.

Whilst the Australian food industry is preparing to meet the new US FDA requirements, this guideline defines the recommendations for product and location identification, structured product descriptions and recording common industry defined events to support the additional traceability records required for additional traceability records for certain foods in the Final Rule.

This implementation guideline, which was published in early March, was prepared by the GS1 US FSMA 204 Workgroup to assist the United States’ food industry with implementing GS1 Standards for traceability and specifically to help meet the requirements outlined in the FSMA Final Rule. [Download Guide Here](#)

For more information on this rule and to see the Food Traceability List that are required to comply with this rule, please see the following link [Food Traceability List | FDA](#)

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](#)

4.0 Confirmation of Actions and Next Steps

ACTION	DUE DATE	BY WHO	STATUS
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GS1 and Co-chairs to invite presenters for future meetings based	Ongoing	GS1/ Co-Chairs	Ongoing
GS1 to follow up with the dairy regulators and ensure they are aware of the Recall portal and the importance of the mock recall process.	31/8	GS1	
GS1 to circulate the presentation from today with the meeting minutes	14/6	GS1	Complete
GS1 to circulate the resources and links from the meeting	14/6	GS1	Complete

5.0 Next Meeting

Agreed next meeting date is: 7th September 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.

6.0 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.

7.0 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	