

Title	Recall FD&CG Advisory Group Meeting Minutes
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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 3	6-Sep-2024	Final	GS1 Recall team

Document authors / contributors.

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Melanie Wishart	Principal Advisor - Primary Industries, Industry Engagement - GS1 Australia
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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

Company	Name	Attended (A) Apology (O)
AFGC	Dr Duncan Craig	A
Allergen Bureau	Nicole Koek	A
Anika Natural Products	Suzanne Boyle	
Australian Vintage Ltd	Nathan Bakewell	
Arnott's Group	Susan Fox	O
Body Science International	Mark Robinson	
Clorox	Farisha Hussein	
Coca Cola Europacific Partners	Renee McAneney	
Coles	Leah Williamson	O
Coopers and Brewery	Janie Zimmerman	
Costa Group	Bill Northausen	A
Drakes	Malcolm Balkwill	
FSANZ	Dr Adele yates	
FSANZ	Grace Hannaford	
FSANZ	Thomas Carter	A
Goodman Fielder	Bhaskar C	O
GS1 Australia	Andrew Steele	O
GS1 Australia	Andrew Brown	A
GS1 Australia	Anaund Sethauraman	
GS1 Australia	Anuja Varghese	A
GS1 Australia	Bill Rigas	A
GS1 Australia	Bonnie Ryan	O
GS1 Australia	Chris Drougas	O
GS1 Australia	Melanie Wishart	A
GS1 Australia	Mitch Fortier	
GS1 Australia	Nim Phoa	A
GS1 Australia	Sascha Timoschanko	A
GS1 Australia	Sunita Kewada	
Harris Farm	Sarah Dawes	A
Kikkoman Australia Pty Ltd	Robert Marshman	
Metcash	Tersia Claassen	
Metcash	David Holt	
Metcash	Klara Kinclova	O
Mondelez	Kim Tyrell	

Nestle	Iwan Utama	
NSW Food Authority	Craig Shadbolt	
Patties Foods Pty Ltd	Selina McNulty	
PepsiCo ANZ	Jill Carson	A
Pental	Robyn Gledhil	A
Peters	Carolyn Dennis	A
Red Bull	Sjoerd Doornbos	
Riviana	Amie Boschen	
Simplot	Cindy Pickard	A
Sunpork Group	Chiu Chan	A
Sunny Queen	Sam Abuji	
Sunny Queen	Joanne Chow	
Suntory	Paul Boccabella	
The Yarra Valley Dairy Company	Siu Wen Chai	
Unilever	Daniel Davidson	
Vili's Bakery	Bhumika Patel	
WD-40	Darryl Stockly	
Woolworths Group	Tammarah Sparks	
Woolworths Group	Dominique Pinker	
Woolworths Group	Melissa Williams	O
Woolworths	Cody Shaw	
Woolworths	Kelly Zarb	
CLAASSAP		A

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

Carolyn Dennis – Peters as chair of the meeting welcomed the group and read through the agenda for the meeting.

- Co-Chairs: Leah Williamson (Coles), Carolyn Dennis (Peters)

Current terms expire March 2025

2.4 Introductions and Attendance (Quorum)

Delivered by Carolyn Dennis - Peters

Carolyn advised that there are a number of new members to the Advisory Group and welcomed them, Carolyn noted that we had met quorum.

The Advisory group is an excellent forum to escalate issues related to recall management where senior recall management experts of businesses from all sizes can come together to drive improvements in recalls and food safety to share learnings and to collaborate.

We also strive to keep the GS1 recall portal front of mind for when you may need to execute a recall or withdrawal.

There was a total of 17 attendees, and we did meet the quorum. Quorum specifies 10 participants - 2 receivers and 5 suppliers.

2.5 Review of Past Meeting Actions

Delivered by Carolyn Dennis

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

GS1 to edit meeting recording and circulate the video presentation to the group from the December meeting (FreshChain and NSW Food Authority presentation) – This has been done and posted to the GS1 YouTube webpages.

Review the new FSANZ food recall report template and look to align with GS1 Recall portal – This has been done internally.

Meet with FSANZ to review and align.

Provide awareness to auditors and CBs around the portal and the mechanisms of the mock recalls. – This is an ongoing piece of work that GS1 will carry out

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

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 regarding recalls, recall notifications or food safety and traceability please let Melanie know.

2.6 Changes to the Recall Advisory Groups

Delivered by Andrew Brown – GS1.

GS1 Australia currently runs a Recall Advisory Group for food & consumer goods and a Recall Advisory Group for the healthcare sector.

Andrew advised that we are looking for guidance on whether we can merge the two groups together. Most of the roadmap developments and issues that we deal with are relevant to both industry sectors and we believe it would be productive to be able to make decisions around issues and development across the platform for all.

Many of the participants in the healthcare group are recipients of products, like hospitals that receive not only healthcare, pharmaceuticals and medical devices but food and general merchandise. Supermarkets as recipients also receive pharma and medical items.

Some suppliers are subscribed to both platforms – the TGA and FSANZ are also participants, so it makes sense to make decisions in a uniform manner and forum.

There is significant time and effort for GS1 to host the two meetings, provide the resources and provide the communication of notices. Merging the groups into one would enable the GS1 secretariat to streamline efforts and be more productive.

In regard to guest speakers Andrew advised that guest speakers may need to be specific to food and beverage, general merch and therapeutic goods or we will have the guest speaker at the end of the meeting. This will alternate between the industry sector so that participants can leave the meeting if the topic is not relevant to them.

We propose that we only hold the meetings twice a year to provide input for when we create the roadmap development items to seek input and feedback

Andrew asked for questions

Bill advised he thought it's a good idea but may prove challenging for the guest speaker.

Carolyn advised we try for 12 months and then ask for feedback

Other points to note: -

- The first joint meeting will be March 2025.
- A Terms of Reference and Governance procedures will be created around how we deal with the different regulatory requirements for each sector
- In terms of representation the Quorum will be different for the with different sectors

- In regard to co-chairs, we will have three or four and will ask for input from both groups with consideration on how the meetings are run
- We will need input on how to choose guest speakers
- We will ask for input after 12 months and consider next steps

Decision: There was agreement from the group to proceed.

Andrew will go to healthcare advisory group tomorrow and ask for comment and to see if we have agreement to proceed.

2.7 Current Position of Recall Service

Report Summary of the current position of the Recall Service - delivered by Nim Phoa-GS1

Subscriber Onboarding 96% live (7 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 – 16 companies have issued notifications in Q3 to date, and 1 withdrawal. None were recall platform users.
- Live notifications –No Recalls issued this quarter TD, 1 Withdrawals
- 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](#)

2.8 Recall Development Roadmap

Roadmap update - delivered by Anuja Varghese – Business Analyst / Tester – Member Systems, GS1 Australia

For 2024 there were 3 releases

- R3 is scheduled for November 30th
- R1 for 2025 is scheduled for Mar/April TBC with requirements lock down due in October 2024

Chris and his team are reviewing the requirements to see what may be added to the new releases based on feedback that they hear from their support channels.

Anuja reviewed all the changes due to be released in November and advised that full details and descriptions of each requirement are available in the appendix of the slide deck.

A small hotfix was released in August for the removal of the Terms & Conditions within the portal for first time users. Traditionally users needed to accept on screen when they first login. This is no longer a required functionality with introduction of T&C's link now on the login page with a tick box required to proceed. This was deployed on 28th August 202

Release 3: November 30th

Some simple changes will enhance the look and feel of the portal. Chris also advised that we have two separate portals, recall food & beverage and general merchandise. There are two separate platforms for the different industry sectors. The data required for the platforms are dependent on the regulatory requirements I.e.: The TGA as opposed to FSANZ etc.

Updated Login Page and Footer

UI Updates

- Graphic introduced on login page.
- Footer updated to Match the My GS1 page and other GS1 services pages.

Updated GPC Lookup

The GS1 Global Product Classification code is currently a pull-down menu with 4 steps to assign. Now you are able to simply start typing and the classification code will be provided, creating an easy-to-use search function.

Regulatory Reports - Progressive report

This was an optional report that GS1 provided which is not a report required by the regulators. There is a request to remove this as it is not required. Anuja asked if we could remove this, and Caroline and Jill agreed that it can be removed.

Anuja advised that all updates are available in the appendix of the slides that will be shared.

If there are any questions around these please contact the team

Please submit requirements suggestions or any bugs to recallsupport@gs1au.org or via the feedback button in Recall.

2.9 Issues / Challenges / Opportunities

Carolyn advised that this is a great opportunity to assist with the prioritisation of development efforts of the Recall platform or to identify and discuss any issues of national importance related to recall management.

Robyn advised that Pental recently went through business ownership change and as a result, their Pental recall portal was cancelled. This meant that they lost their mock recall certifications which are required for their trading partners. The Pental recall portal should have been moved across to the new business's subscription.

Andrew Brown will follow this up to ensure that if this happens the service representative is notified to see that the service is moved across.

Bill said that as a result of their businesses enterprise risk assessment they carried out mock recalls using the GS1 portal. Costa requires mock recalls as part of their food safety scheme. The risk assessment company put together a few recall scenarios to review and although systems were good, it highlighted the importance for real time recall simulations.

3.0 Guest Speaker

Nicole Koek, MSc VITAL Co-ordinator at the Allergen Bureau and Independent Consultant presented "What is happening in Allergen Management and Labelling"

Nicole provided an overview of the Allergen Bureau, which now has 145 global and regional members and presented the following activities that the Bureau is currently undertaking.

- VITAL 4.0 – This went live on 30 August. Based on recommendations from the FAO/WHO expert panel ED 05 reference doses. There is an ED01 action level grid with references to see what the differences are between ED01 and ED05.
- Industry PAL Survey
- Consensus Statement
- The Vital program and due diligence

Other focus areas, include a new QSR working group which includes, McDonalds, Grill'd, Dominos and others. This working group will discuss best practice communication for allergens in a meal or an ingredient and ascertain the risk within the store itself in such fast-paced restaurants – McDonalds realised that all businesses present information in different ways to consumers and that this should be streamlined. There is an issue with real estate on pack for allergen labelling. Nicole asked the group if they would like to get involved.

FIGIMAL labelling guidelines for industry will be released shortly and now include guidance for vegan free labelling

Carolyn asked to encourage consumers to read labels. Nicole advised that the consensus statement is that the messaging should come from the clinicians. There is a need to educate clinicians to be the voice to the patients that have been diagnosed with allergies.

4.0 General Business

Delivered by Melanie Wishart, GS1 Australia

1.1 Marketing, Events and Comms

- **FPSC Symposium**

The Fresh Produce Safety Centre held their first ever international Food Safety Symposium on Tuesday 20th and Wednesday 21st August at Novotel Brighton Le Sands.

Frank Yiannas was the guest speaker. Frank was the deputy commissioner of food policy and response at the US FDA and played a big role in creating the Food Safety Modernization Act and the New Era of Smarter Food Safety blueprint.

There were some great insights and inspiring conversations to challenge the participants on what collaboration truly means in the 21st century. Look out for the key take outs on the [Fresh Produce Safety Centre Australia & New Zealand – Striving towards safer fresh produce in Australia and New Zealand through leadership, knowledge and innovation. \(fpsc-anz.com\)](https://www.fpsc-anz.com)

- **GS1 Traceability and recall YouTube videos**

Please find the link to the presentation from FreshChain and NSW Food Authority on regulatory technology and how it can be used to improve the way businesses manage regulatory compliance– this is based on a DAFF funded reg tech project as mentioned before and is a great video to watch if you missed it in Dec

We also have many GS1 traceability videos and past event presentations for food safety, recalls. Traceability and many other topics that traceability allows for

GS1 Australia Traceability YouTube videos

<https://www.youtube.com/@GS1AustraliaOfficial/search?query=traceability>

Discover GS1 Recall – YouTube

https://www.youtube.com/results?search_query=gs1+recall

DAFF Reg Tech Project

<https://youtu.be/zXjk05c1c1c>

- **GS1 Recall Partners**

We have a number of partners that promote the recall platform, whether they are a peak industry association or insurance partner.

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 business needs to be aware of our work with the Recall platform.

- **Useful Recall Resources**

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

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

Login Homepage <https://portal.recallnet.gs1au.org/UserManager/>

Recall User Guides [GS1 Australia Library: Brochures, Case Studies and More | GS1 Australia](#)

Recall FAQs [Explore Recall Frequently Asked Questions | GS1 Australia](#)

Recall Webpage [GS1 Australia Recall System for Food, Beverage & Retail | GS1 Australia](#)

To Contact us:

Phone Number: National Number: 1300 2RECALL (1300273225)

Support hours: 8.30am-5.30pm Monday to Thursday, 8.30am – 7.30pm Friday

Email: Recallsupport@gs1au.org

Live Chat: Homepage of Recall website or Homepage of Recall platform

- **Webinar: How to use GS1 Recall**

And lastly our webinars which are held every two weeks via zoom on how to use the portal – this can be a refresher for you or an option to share with others in your teams which is really important.

These webinars are held fortnightly. To find a date and to register please see the link to our webpage <https://www.gs1au.org/training/find-a-course-or-event/how-to-use-recall>

4.0 Confirmation of Actions and Next Steps

ACTION	DUE DATE	BY WHO	STATUS
Actions carried over from previous meetings			
GS1 and Co-chairs to invite presenters for future meetings based	Ongoing	GS1/ Co-Chairs	Ongoing

Align the new changes to the FSANZ webpage portal with the GS1 Recall portal template.		GS1	WIP
GS1 to provide awareness to auditors and CBs around the portal and the mechanisms of the mock recalls	Ongoing	GS1	Ongoing
New Actions that arose from meeting			
GS1 to propose merging of groups with Healthcare Advisory Group and relate back to Food & Consumer goods group	18/9	GS1	
Consider new governance, Terms of Reference and co-chair arrangements if groups to merge	4/11	GS1	
Meeting dates and calendar invites to be sent for 2025	4/12	GS1	
Advise Nicole at the Allergen Bureau if you wish to be involved in the QSR allergen working group		ALL	

5.0 Next Meeting

The meeting was called to a close by Carolyn at 3.52pm. Melanie advised that when the new meeting dates and cadence have been agreed on, we will send out new meeting invitations for your calendar

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	