

Title	Recall FD&CG Advisory Group Meeting Minutes
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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 4	1-Dec-2021	Final	GS1 Recall team

Document authors / contributors

Name	Title / Organisation
Melanie Wishart	Account Director - Retail, Customer Engagement, GS1 Australia
Chris Drougas	Senior Advisor – ImplementationGS1 Australia

Document endorsement

Role	Name	Title	Endorsement
Secretariat(s)	Melanie Wishart	Account Director - Retail, Customer Engagement, GS1 Australia	Dec 2021

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:	
Leah Williamson	Coles
Julie Thompson	Bega
Bhaskar C	Goodman Fielder
Cindy Pickard	Simplot
Sarah Dawes	Harris Farm
Pooja Prasad	Nestle
Christopher Drougas	GS1 Australia
Geoffrey Annison	AFGC
Melanie Wishart	GS1 Australia
Michael Smith	FSANZ
Andrew Steele	GS1 Australia
Nimh Phoa	GS1 Australia
Robyn Gledhill	Pental
Christine Lesseur	Simplot
Carolyn Dennis	Peters
Sonya Muhlsimmer	Greens General Foods
Apologies:	
Megan McGhie	BE Campbell
Farisha Hussein	Clorox
Naline TerWolbeek	Costa Group
Terry McWilliam	Costco
Gabrielle Weidner – Maternity Leave	FSANZ
Jacqui Payne	Foodbank
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
Andrew Brown	GS1 Australia
Andrea Currie	Coles
Tracey Kelly-Jenkins	GS1 Australia
Marcel Sieira	GS1 Australia
David Holt	Metcash
Lily Rattanaphasouk	Goodman Fielder
Danica Siratkov	Goodman Fielder

2.0 Minutes

2.1 GS1 Welcome Message and Agenda

Delivered by Melanie Wishart, GS1 Australia

2.2 AntiTrust Statement & Declaration of any Conflict of Interest

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.

The compliance policy guidelines are included in the Meeting minutes

2.3 Introductions and Attendance (Quorum)

Delivered by Leah Williamson, Product Compliance Manager - Coles.

There was a total of 16 attendees, and this did meet quorum.

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

Leah introduced new Recall Advisory Group members Sarah Dawes, Harris Farm who is replacing Tania Serovski and Cindy Pickard, Simplot who is replacing Lisa Clark.

2.4 Recall Advisory Group Purpose and Framework

Delivered by Leah Williamson, Coles.

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

2.5 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

- FSANZ has requested feedback from community for proposed changes to the Recall protocol
GS1 has submitted proposed changes, FSANZ to confirm over coming months
- Ask Woolworths to present on 2DBarcodes at September 1st meeting
This will be included in the agenda for our next meeting.

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

2.6 Current Position of Recall FD&CG service

Delivered by Chris Drougas, GS1 Australia

- Subscriber onboarding 97% live (10%)
- (New) Mock notifications tracking well, shows companies are keeping on top of training and annual ready/live process
- 16 recalls listed on FSANZ site, 1 Recall subscriber has issued via Recall
- 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>

2.7 Recall Development Roadmap

Roadmap update - delivered by Chris Drougas, GS1 Australia

- 2 releases per year
- Nov 20th Deployment for R2 2021 was successful
 - Workflow in the Food & Consumer Goods portal and updates to post recall reporting for FSANZ have been updated to be more closely aligned to the FSANZ Recall Report
 - Tweaks to Item area allows select multiple, faster load times
 - Can save and come back at a later stage, error log displays missing information
- R1 2022 scheduled for 26 March
- R2 2022 locked down for September 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

2.8 Issues / Challenges / Opportunities

Dr Geoffery Annison – AFGC asked if we send out surveys for feedback for the Recall enhancements

Chris advised that every 6 months we send survey of requirements for the future releases and ask community to vote on those and prioritise for the development. We also ask for other feedback for additional requirements.

There was a discussion around the growth strategy and how we can increase the use of the recall portal

There was a suggestion to contact those that have conducted recalls via FSANZ and ask them why they didn't use the portal. Chris advised that this is a good idea, however, a sensitive issue.

Andrew Steele – GS1 advised that there is currently engagement in the foodservice sector and QSR with discussions underway with IPCA/subway and McDonalds as well as the 5 major foodservice distributors in Australia. This new engagement will be added to the next Recall AG agenda as it may provide opportunities for the participants in the group.

Andrew Steele advised that Woolworths' 2D barcodes with batch/lot and date code will be able to do much more targeted recalls at the POS as well as provide a lot more opportunities to send suitable affected products to Foodbanks. 28-30% recall is due to labelling issues. By March 2022 Woolworths are hoping that there will be some additional product categories that will implement GS1 2D Barcodes (GS1 DataMatrix). These are the companies that are currently already printing 2D barcodes on their products, including packaged fresh produce and some dairy products.

GS1 will invite Woolworths to provide an update on this in the March 2022 meeting.

FSANZ Update

Michael Smith – FSANZ. FSANZ is still reviewing the Food Industry Food Recall Protocol. Due to resourcing, changes and evolving priorities, the release of the updated protocol is delayed. We do not have an anticipated time at this stage, however it is likely to be late 2022. Michael will be happy to provide an update at the next meeting in 2022.

ACTION: GS1 to reach out to Foodbank and ask for clarification on the Charities Act and re-labeling requirements for Foodbank.

2.9 General Business

- **Recall Resources**

Melanie provided an update to the group on the Recall discovery videos, resources, Bootcamps and Bootcamp tool kit for past events and presentations [Recall Bootcamp Toolkit - GS1 Australia](#)

The GS1 Recall webpages <https://www.gs1au.org/our-services/recall/>

- **Education & Training**

GS1 Runs regular webinars on the Recall portal. Discover how the Recall platform works and how it will benefit your organisation.

Webinars are run every week so you can choose a date and time that suits you. Dates and links to register are available on the GS1 Education & Training webpages

- **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.
- Health Purchasing Victoria. Working on a new reporting structure and better reporting.

• Other Events and news

- o Melanie advised that the next NGTAG open industry event is 9th December “Digital trade standards & simplified trade systems”. Keynote speakers and panelists include Gerard Hartsink from ICC DSI Industry Advisory Board and Randall Brugeaud, Australian Simplified Trade System Implementation Taskforce.

NGTAG briefing sessions are open to all participants and are offered at no cost.

- o An invite will also be sent to attend a Food Traceability project learnings briefing on 7 December 2021, 3.00pm. This is to provide lessons learnt and insights following a Western Australia Dept of Primary Industry and Regional Development (WADPIRD) food traceability implementation project including several WA food manufacturers.

ACTION:

- Melanie to share the NGTAG industry briefing and the Food Traceability Project event invites.

3.0 Guest Speaker

Carolyn Dennis QA Manager at Peters and Co-chair of Recall Advisory Group provided an overview and demonstration of the GS1 Recall Platform

Carolyn advised that smaller companies may not be aware of the GS1 Recall and that quality is sometimes in the back seat for these businesses. They may not implement anything until they need it. Recall bootcamps are a great resource to bring awareness to the platform. Carolyn uses the platform for training within Peters and involves others in the business to ensure that they can use it in her absence. “It’s a systematic way of showing what a recall would entail”. She also provides an overview to senior management and advises certifying bodies and private label partners that they use the platform to prove they are ready should a recall or withdrawal occur.

Carolyn provided a demonstration of the portal and showed how initiators and recipients can access the mock recall.

4.0 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 clarification on food labelling on withdrawals/Recalls from Foodbank	10/12/21	MW	
Ask Woolworths to present on 2DBarcodes at March 2022 meeting	1/2/22	MW/AS	
Request FSANZ to provide regular updates at AG meetings	1/2/22	MW/CD	Ongoing
Send 2022 scheduled AG meeting invites to the group	10/1/22	MW	
Send the NGTAG industry briefing and the Food Traceability Project event invites.	2/12/21	MW	Complete

5.0 Closed actions

2021

GS1 will provide nominees for new Recall AG co-chairs to the group prior to Meeting 3 in order to motion via poll

- The secretariat provided this and New co chairs were motioned in Meeting 3 Sep 2021.

Discussion around how to better represent the notification summary in the UI of Recall platform

- Chris and Andrew met with Tania Serovski, Harris Farm Markets and Malcolm Balkwill, Drakes Supermarkets to design the solution which will be implemented next release

2020

Discussions about the current Advisory Group Framework

- GS1 will review current members and invite new members - ongoing
- GS1 provided a comparison between Recalls in on FSANZ webpage, vs usage of portal and subscribed Recall portal users. GS1 will continue to maintain this comparison on an ongoing basis.

GS1 advised that the revised traceability framework GTS2 has been ratified and released. In addition, GS1 has also ratified and published a generic industry sector traceability guidelines template document and a guideline for Fish Traceability (Europe) which can be used as a sample of a completed and ratified sector-based traceability guideline.

- If you wish further information, please contact Peter Chambers at GS1.

Association involvement – ACCC has asked to be removed from the Advisory Group invitations.

- GS1 will continue to send meeting minutes as a courtesy.

It was noted that the release timeframes provided too short notice.

- GS1 have negotiated longer timeframes for UAT with developer allowing users time to book UAT session in their calendars. GS1 has negotiated longer UAT period

GS1 will provide data and stats as pre reading work to shorten the duration of reporting. GS1 will only report on highlights and anomalies if required.

New feature demonstrations/presentations on industry topics maybe added to forums

Stakeholders were in favour of reviewing a message of support or endorsement for the portal. GS1 Aust. will draft up the sample endorsement for review. This endorsement will be used as information for potential and new users, also existing users to reaffirm their engagement with the system.

- The Recall Endorsement letter has had 10 positive responses; 3 customers have advised they will not (main reason is these companies usually don't endorse products or services outside of their company range) and 11 companies are yet to formally respond.
- GS1 will use the endorsement as it currently has 10 supporters
- GS1 to include this endorsement as part of the onboarding of significant new subscribers (e.g. Caltex)
- Endorsement letter is now "in production" however stakeholders can be added at any time

Foodbank update – In December 2018 / January 2019, GS1 and Foodbank will discuss impact of discussions held by Michael Davidson (Foodbank) and other AG Members such as Simplot. Effort is still required to further understand the operational process when a donation occurs. And to also explore the different process that occurs for undeclared allergen versus foreign matter contamination.

- GS1 And Simplot to review above in January; findings to be tabled at AG in June
- GS1 has added the Foodbank contact details within the portal to enable users to directly contact foodbank in addition to them receiving the notice.

GS1 will be providing facilities for the AIFST workshop on product recall in Melbourne on 28 February 2019 – Relevant guest speakers will be completing a briefing before the meeting and Recall will be a feature within the workshop.

- AIFST event was successful with Fiona Fleming, (AIFST) Andrew Brown (GS1) and Peter McGee (Victual) presenting. GS1 have started discussions for opportunity to hold the event around Australia on a regular basis.

GS1 were well received at the presentation for the NRA product safety technical committee in October. Discussions around contacting consumers via publications and newspapers occurred. The case study from WD-40 has been published and was distributed at NRA conference.

- WD-40 Case Study

- GS1 will attend next NRA meeting in March

Flexible Recall ready expiry dates (3 month/6month/12month, TS: HFM)

- GS1 has added this to the roadmap

Fax/SMS issue was raised – Portal error caused variety of issues.

- Code for platform was tied to SMS service causing issue. Code has been separated so won't occur

Pre-reads now available 1 week prior to meeting.

- These can be accessed on the GS1 Recall Advisory Group Hub, please review for feedback

6.0 Next Meeting

Agreed next meeting date is: 2nd March 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 1st June 2022 2.30pm AEST

Wednesday 31st August 2022 2:30pm AEST

Wednesday 7th December 2022 2.30pm AEST

ACTION:

Melanie to send outlook invites for 2022 to the group with zoom meeting details

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7.0 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.

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	