

<b>Title</b>	<b>Recall FD&amp;CG Advisory Group Meeting Minutes</b>
<b>Version</b>	<b>Meeting 12</b>
<b>Date</b>	<b>3 June 2020</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 12	3-Jun-2020	DRAFT	GS1 Recall team

### Document authors / contributors

Name	Title / Organisation
Melanie Wishart	Senior Account Manager, Customer Engagement, GS1 Australia
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### Document endorsement

Role	Name	Title	Endorsement
Secretariat(s)	Melanie Wishart	Senior Account Manager, Customer Engagement, GS1 Australia	June 2020

### Document location

GS1 Internal 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

<b>Attendees:</b>	
Co-Chair: Andrea Currie	Coles
Co-Chair: Lily Rattanaphasouk	Goodman Fielder
Gabrielle Weidner	FSANZ
Julie Thompson	Lion Co
Tania Serovski	Harris Farm Markets
Carolyn Dennis	Peters
Melanie Wishart	GS1 Australia
Andrew Brown	GS1 Australia
Christopher Drougas	GS1 Australia
Justin Middleton	GS1 Australia
<b>Apologies:</b>	
Naline TerWolbeek	Costa Group
Sonya Muhlsimmer	Green's
Emily Macnaughton	FSANZ
David Holt	Metcash
Ramadevi Pothedar	Nestle
Farisha Hussein	Clorox
David Holt	Metcash
Marcel Sieira	GS1 Australia
Andrew Steele	GS1 Australia
Sunita Kewada	GS1 Australia
Anuja Varghese	GS1 Australia
Nim Phoa	GS1 Australia

## 2.0 Minutes

### 2.1 Introductions (and Quorum)

### 2.2 Opening, Welcome

- Delivered by Andrea Currie, Coles
- There was a total of 10 attendees, and this did meet quorum.

### 2.3 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 published presentation

### 2.4 Advisory Group Purpose

- Delivered by Andrea Currie, Coles
- Co-Chairs: Andrea Currie (Coles), Lily Rattanaphasouk (Goodman Fielder)
- Current term expires Q2 2021

### 2.5 Review of Past Meeting Actions

- Delivered by Andrea Currie, Coles
- 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
- Chris Drougas (GS1 Australia) advised GS1 AU would investigate potential linkages with GS1 NZ in terms of Trans-Tasman suppliers and recipients.
  - Requested by NZ to delay this work until Q1\Q2 FY20. Under the current circumstances this is still on hold, however, still on the roadmap.
  - FSANZ appears to be requiring sponsors to work through the FSANZ checklist even though the portal has been setup to provide all FSANZ required information.
    - GS1 and FSANZ met in January 20. Currently reviewing wording in Recall Protocol and FSANZ website to clarify use of Recall vs FSANZ checklist. GW: FSANZ advised that changes may be made to streamline this and is looking into this.
    - 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
- Recall notifications have doubled to date over the full FY last year
- Subscriber onboarding 93% live
- 12 Companies issued recalls which were listed on FSANZ website, only 1 of those companies was a Recall subscriber
- 680 Subscribers across both services, 336 subscribers have an account in the FD&CG portal
- 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/recall/gs1-australia-recall-and-recall-health>

## 2.7 Recall Development Roadmap

- Roadmap update - delivered by Chris Drougas, GS1 Australia
- Release 1 for 2020 was delivered in April and enhances functionality and workflow inconsistencies. These 12 enhancements and amendments can be viewed on our website.
- There are three releases for 2020: - April, July, and October, allowing for more functionality sooner. There will be no downtime that will affect users.
- All 7 enhancements, voted by the group, will be completed for Release 2 in July. There is a strong focus on recipient management.
  - Please note that ID 112 in Release 2 is for the healthcare Recall portal only
- Recall roadmap and completed enhancements can be reviewed in AG meeting presentation

## 2.8 Issues / Challenges

- Delivered by Andrea Currie, Coles
  - Continuing to investigate reporting options with regulators
  - FSANZ to review opportunity to incorporate new template
- Stakeholder usage:
  - New functionality to assist with visibility (for sponsors and recipients) and responsiveness to be deployed in April 25
  - Proactive re-enforcement of the Ready/Live status maintenance. Support team actively contacting companies with expired Recall Ready certificates:
    - Health: 20 contacted and 13 re-certified Recall Ready status
    - F&B: 16 contacted and 12 re-certified Recall Ready status

## 2.9 General Business

- Stakeholder recall use.

- CD advised that we need to encourage and drive stakeholder usage through the system
- GS1 is contacting companies that have not completed a mock recall within 12 months. Andrea mentioned that the mock recall is the real opportunity for stakeholders to familiarise them with the portal and will drive more use. Carolyn advised that the manufacturers should be reminded more often to do their mock recalls using the system
- Carolyn advised that the new auditors coming through are more aware of GS1 and that it would be good to create an extract to provide to them.
- Tania advised that practice on using the system is necessary to drive more use and that training and setting up a mock recall by GS1 is necessary to better prepare the suppliers.
- CD advised that we do this as part of the GS1 readiness training
- AB advised that the AIFST and Victual training also provides this
- Tania advised that users need to have all required information in front of them before they start the mock recall. Suggested that an interactive checklist form could be created
- AB advised GS1 has a version in the portal if required.
- Julie said that they use an internal checklist. It is important to cross reference these and update if required when new releases are carried out. She also suggested that a map would be useful to show which information is required in what part of the system. Sometimes the same data is required in difference areas of the portal. Julie was also looking for a way to do a bulk upload for repeatable data ie: different flavours or pack sizes.
- ACTION: CD to make contact with Julie to look at the current status of the checklist and how it could be improved. CD can also advise on what tools we have to load bulk data Ie: Through the National Product Catalogue (NPC) etc
- GS1 released new video tutorials in April. There was detailed discussion around the pros and cons around a how to video for use in a mock recalls.
- Discussion. *"How has Covid-19 affected the way your business manages recalls"*?
  - The group discussed challenges such as: - Remote working, ensuring that you are well connected while WFH, unavailability of raw materials leading to substitutions, ensuring specifications of packaging are accessible to staff. Communication between suppliers and regulators.
  - It is crucial to have a business continuity plan
  - It was noted that there have been no recalls directly due to Covid-19, but a few withdrawals.
- Relevant Industry Events with GS1 presence
  - [Co-Hosted event GS1/PMA A-NZ \(June 11th\)](#)  
Traceability & Recall in Fresh Produce virtual seminar. Discussions on how far the fresh produce industry has come, what we have learnt and what



the future looks like. Moderator: Deon Mahoney, PMA A-NZ. Panelists: Andrea Currie - Coles, Mark Booth- FSANZ, Sharon Jones-One Harvest and Melanie Wishart, GS1 Au

- AIFST Conference 2020

The 2020 AIFST Convention is being held as a virtual event from June 22 through to July 3 and features a four-day conference and an exhibition that will run for two weeks. Given our uncertain times it has never been more important to discuss the need for a Food science revolution - building a sustainable food future, the theme of this year's convention.

- Fortnightly from 10<sup>th</sup> June 2020 - NRA Technical safety committee

- INPAA product technical committee (4<sup>TH</sup> June)

- [Supply Chain Leaders Exchange - Yarra Valley Lodge, Vic](#) (9-11<sup>th</sup> Sep)

The Supply Chain Leaders Exchange is an invite only event that has been developed specifically for modern day supply chain leaders charged with making their supply chain a weapon for competitive advantage.

- The AIFST Food Recall Workshop - Melbourne (12<sup>th</sup> November)

This workshop is a repeat of the Sydney March event.

- Planning for future events including: -
  - Planning AIFST joint Workshops for Perth, Melbourne (Now via Zoom)
  - Working with INPAA for events and partnership - progressing
  - Working with APPA on a proposal for recall training - waiting for content
  - Discussions with ATA working toward a proposal - waiting for content
  - Discussions with HACCP Australia around awareness sessions
- Expanding Recall Reach - New engagement (Hampered by current situation)
  - Grocery
    - Drakes have signed up to Recall to receive notifications and send to their stores
  - Health
    - WA Health (Health) whole of state Implementation (Sep 2020)
  - General Merchandise and Apparel
    - Adoption of the portal
    - Working with Industry Associations to target improving capability
    - Working with APPA on a proposal for recall training
    - Discussions with ATA working toward a proposal

- Fresh Produce
  - Signed an agreement with PMA A-NZ to support the Australian fresh produce industry through the use of Recall.
- Marketing Activity
  - Joint PMA A-NZ/GS1 video released and 12 month collaborative campaign commenced including: - how to videos, comms and advertisements.
  - Good Fruit and Vegetables
    - Full page adverts + editorials x2
  - Retail World
    - Advertisement x2 – May and Oct editions
  - Information Age
    - Editorial - 'How the Recall platform can help address challenges identified in recent recall activity' – March edition
- GS1 Resources for Traceability
  - GS1 Global Traceability Case Study Library
    - <https://www.gs1.org/standards/traceability/case-study-library>
  - GS1 Global Implementation Guidelines for Retail
    - <https://www.gs1.org/industries/retail/fresh-foods/implementation-guidelines>
  - Our Standards in Action – Interactive tool
    - <https://www.gs1.org/industries/retail>
- For access to the Recall Advisory Group Hub on the GS1 Australia
  - <https://www.gs1au.org/our-services/recall/gs1-australia-recall-and-recall-health>

### 3.0 Closed actions – General Business

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.
- Marcel Sieira from GS1 presented an update of relevant current industry initiatives
- 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

## 4.0 Guest Speakers

- **Andrea Currie, Coles**

UK Supermarket Insights: Learnings and insights from the Covid-19 pandemic

- **Melanie Wishart, GS1 Australia**

GS1 2D Barcodes (2DB) update

**Calling for Speakers** at next meeting. Please contact Chris Drougas with your expression of interest and topic for discussion: [christopher.drougas@gs1au.org](mailto:christopher.drougas@gs1au.org)

Potential Topics for future presentations:

- Food Defence
- Blockchain
- Traceability

## 5.0 Next Meeting

- Agreed next meeting dates are:

Wednesday September 2nd 2020 @ 2:30pm AEST

- All meetings will be held as Zoom web conferences with alternate GS1 Boardroom available for interstate attendance. *(If applicable)*
- It was agreed that future meetings will 90 mins in length
- Future Meetings:

Wednesday December 2<sup>nd</sup> 2020 2:30pm AEST

## Appendix A: Related documents

Document name	Location
Trade Practices Compliance Notice	Embedded in Minutes document
Meeting Presentation	Attached to Minutes email

## GS1 Australia Limited

### 5.1 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.