



**Australian Government**

**Department of Infrastructure, Regional Development and Cities**

**Recalls Working Group  
Meeting 2  
21 November 2018**

**Revision to reporting of voluntary recalls**

**Presentation by David Morton**



# Streamlined approach

- The department would like to streamline this by:
  - Applying a consistent approach to information gathering for the purposes of voluntary recall notification updates.
  - Wherein we only request relevant information from manufacturers, therefore making the process of reporting easier for manufacturers.

# A New Pro Forma


- The department recently created a pro forma document for monthly reporting of voluntary recall statistics. The form contains seven mandatory fields and three optional ones. These are:
  - Supplier recall reference
  - PRA number
  - Recall target (number of vehicles)
  - number completed
  - Percentage completed (Auto populated)
  - Has the recall target changed?
  - Reason for change
  - *Contact attempt number (optional)*
  - *Latest attempt channel (optional)*
  - *Statutory write offs (optional). These numbers will feed back into the percentage completed column.*

# FCAI and TIC input

- An initial draft was sent to the FCAI and TIC for comment recently. Feedback was generally positive and also included suggestions that resulted in the three optional information columns being added.



# How to submit a form

- Initially the form will be available for download from the Infrastructure website in excel format .  ([infrastructure.gov.au/vehicles/recalls](http://infrastructure.gov.au/vehicles/recalls))
- Manufacturers will be able to put in the required data and return to the department via the recalls mailbox. [recalls@infrastructure.gov.au](mailto:recalls@infrastructure.gov.au)

## When is the form available?

- The form is currently available in the recalls section of the department's website.
- A majority of suppliers are now reporting monthly statistics using the form.

**AVAILABLE NOW!**

## Cut off date

- The department will continue to accept recall notifications in the current format, which manufacturers may use until the reporting month of November 2018.
- After such time, the department will request that all voluntary recall updates are submitted using the pro forma.







# QUESTIONS?



**THANK  
YOU!**

3 September 2018