

AUSTRALIAN PROCESSOR COUNCIL

MEMBER SERVICE PROGRAM

The allocations below represent a broad cross-section of staff responsibilities for issues, committees, taskforces, etc. Within each category all issues will be handled on an issues management basis with at least one staff member clearly responsible for its carriage and a second as a back-up.

ISSUES MANAGEMENT		PRINCIPAL ACTIVITIES	PRINCIPAL RESPONSIBILITY	SECONDARY CARRIAGE
1	Advertising & Sponsorship Support	<ul style="list-style-type: none"> Manage Advertising & Sponsorship of AMIC Processor Activities, particularly:- <ul style="list-style-type: none"> AMIC Conference Website <i>Prime Cuts</i> 	Steve Martyn	Conrad Blaney
2	AMIC Meat Industry Conference	<ul style="list-style-type: none"> Management of all Conference activities to ensure a memorable industry event at a “profit” to AMIC. Service the Conference Committee. Contract & Manage Conference Co-ordinators. Contract Venue 	Steve Martyn	Conrad Blaney Christian Mulders
3	AMPC	<ul style="list-style-type: none"> Service the MoU on Consultation. Liaison on AMPC Levy Matters & General Operation. 	Steve Martyn	Conrad Blaney Christian Mulders
4	AMPC Technical & Environment Committee	<ul style="list-style-type: none"> Manage, liaise and establish priorities & strategic direction with Committee. Report to members. 	Conrad Blaney	#John Dorian
5	Animal Welfare	<ul style="list-style-type: none"> Co-ordination of AMIC Policy on Animal Welfare 	Christian Mulders	#John Dorian
6	AQIS Meat Safety Systems	<ul style="list-style-type: none"> Ongoing Liaison with AQIS AQIS Charges Committee Technical Issues Member Specific Issues with AQIS Implementation of Australian Standard. 	#John Dorian	Conrad Blaney Steve Martyn

ISSUES MANAGEMENT		PRINCIPAL ACTIVITIES	PRINCIPAL RESPONSIBILITY	SECONDARY CARRIAGE
7	AUS-MEAT	<ul style="list-style-type: none"> • Management of Language & Standards Committee • Liaison on Language & Standards Issues • In-house Q.A. Programs 	Steve Martyn	Conrad Blaney Christian Mulders
8	Budget/ Accounts Management	<ul style="list-style-type: none"> • Review Budget Control. • Report Monthly to APC Finance Committee. 	Steve Martyn	Christian Mulders
9	Crisis Management Planning	<ul style="list-style-type: none"> • Co-ordinate Development of a Crisis Management Plan for Processor Members. • Work through those areas of concern to Members to get agreement. • Ensure all Members are aware of the Plan and how it will be implemented in time of need. 	#John Dorian	Steve Martyn Conrad Blaney Christian Mulders
10	EMIAC	<ul style="list-style-type: none"> • Market Access Forum on AQIS Related Market Maintenance Issues. • Co-ordination of AMIC Representation • Advice to Members on Outcomes & Outcomes Required. 	Steve Martyn #John Dorian	Conrad Blaney Christian Mulders
11	Environment	<ul style="list-style-type: none"> • EPA & other requirements R&D programs in place to Assist Industry. • CPRS Program & ETS 	Conrad Blaney Steve Martyn	#John Dorian
12	Fat Claim Guidelines / MICA	<ul style="list-style-type: none"> • Manage the negotiation of changes/provisions to the MICA Fat Claim Guidelines. • Advise Members on Monthly Update of the Adjustment factor. 	Steve Martyn	Christian Mulders
13	FSANZ/Food Safety	<ul style="list-style-type: none"> • Co-ordination of Liaison with FSANZ • Advice to Members on Relevant Issues • Inter-government Liaisons on Meat Standards. • Representation on the Committees. • Primary Production & Processing Standard. 	#John Dorian Christian Mulders	Conrad Blaney
14	Goats	<ul style="list-style-type: none"> • AMIC Representative on Industry T/F. • Establish AMIC Priorities. • Drive New Export Strategy with MLA. 	Christian Mulders	Steve Martyn

ISSUES MANAGEMENT		PRINCIPAL ACTIVITIES	PRINCIPAL RESPONSIBILITY	SECONDARY CARRIAGE
15	Government Regulation & Service	<ul style="list-style-type: none"> Lobbying of Federal & State Government on Issues of Importance to Members 	Steve Martyn	#John Dorian Conrad Blaney
16	Grading/MSA	<ul style="list-style-type: none"> Manage Grading Committee Grading & MSA Issues 	Steve Martyn	Christian Mulders
17	Halal Slaughter & Certification	<ul style="list-style-type: none"> Manage Halal Committee Liaison with Certifying Groups, AQIS & AUS-MEAT. Manage Halal Issues as they arise 	#John Dorian	Steve Martyn
18	Human Resources/ Occupational Health & Safety	<ul style="list-style-type: none"> Consultation on OH&S & Human Resources Management. State-based Service 	Garry Johnston	Ken McKell - NSW Greg Sentinella - QLD
9	Industrial Relations	<ul style="list-style-type: none"> Industrial Advocacy State-based Service 	Garry Johnston	Ken McKell - NSW Greg Sentinella -QLD
20	Infrastructure	<ul style="list-style-type: none"> General Infrastructure Issues - Power, Water, etc. 	Conrad Blaney	Steve Martyn
21	Livestock Services	<ul style="list-style-type: none"> NLIS, LPA, NVD's & Other Programs Co-ordination of AMIC Livestock Committees Work with MLA, SCA, CCA on specific on-farm Q.A. & Processing Issues. EUCAS Livestock Programs. 	Christian Mulders	#John Dorian
22	Market Access - Trade / Commercial	<ul style="list-style-type: none"> Commercial issues, tariff quotas, WTO, FTA's Overall co-ordination of market access issues & AMIC Trade Policy. Representation to DFAT, AFFA, MLA & AMPC Red Meat Access Forum 	Steve Martyn	#John Dorian
23	Market Access - Technical	<ul style="list-style-type: none"> Veterinary or micro issues affecting market access. Technical Country Requirements 	#John Dorian Conrad Blaney	Steve Martyn
24	Member Communication Strategy	<ul style="list-style-type: none"> Implementation of Communication Strategy. <i>Prime Cuts</i> Newsletter. Email Circular Policy. Website Policy. 	Steve Martyn	Conrad Blaney Christian Mulders #John Dorian

ISSUES MANAGEMENT		PRINCIPAL ACTIVITIES	PRINCIPAL RESPONSIBILITY	SECONDARY CARRIAGE
25	Member Services	<ul style="list-style-type: none"> Approaching new Members. Follow-up on current membership. Ensure Members are receiving the services provided. Member visit program 	Conrad Blaney	Steve Martyn #John Dorian
26	Membership Database	<ul style="list-style-type: none"> Establish New Template for Data Required. Seek Upgraded Information from Members. Implement Upgrade. 	Christian Mulders	Conrad Blaney #John Dorian Steve Martyn
27	MINTRAC	<ul style="list-style-type: none"> Liaison on QA & Training Programs – convey AMIC view. Contribution to Training, Awards, Mentor & Other Programs. 	Steve Martyn	Conrad Blaney
28	MLA Market Access & Food Safety Marketing Programs	<ul style="list-style-type: none"> MLA Taskforce Participation MLA Budget Reviews Representation to AMPC on Funding Review of MLA Regional Programs in Japan, Korea, Middle East, EU, North America, S/E Asia/China, Domestic. Strategic Planning Process for Industry Programs. 	Steve Martyn	Christian Mulders
29	MLA Food Safety & Other R&D Programs	<ul style="list-style-type: none"> Point of Contact on Co-ordination of AMIC Oversight of MLA R&D Projects. Participation on R&D Review Committees. 	Conrad Blaney	#John Dorian Steve Martyn
30	National Meeting Management	<ul style="list-style-type: none"> Organisation of National Meetings / Agenda Papers. Co-ordination of Agendas, Background Papers, Minutes, State Meetings, etc. 	Conrad Blaney	Steve Martyn
31	Q-Fever	<ul style="list-style-type: none"> Regular Contact with CSL. Regular Updates to Members on Current Status. 	Christian Mulders	#John Dorian Steve Martyn
32	Quota Management	<ul style="list-style-type: none"> U.S. Beef Quota EU Sheepmeat Quota EU HQB Quota Member Issues as they Arise Liaison with DAFF over Policy Implementation & AMIC/DAFF Technical Committee 	Steve Martyn	Christian Mulders

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33	RMAC	<ul style="list-style-type: none"> • Presentation of Issues for the RMAC Forum. • Executive support to AMIC appointed Directors. • Action from RMAC Issues / Communication to Members 	Steve Martyn	#John Dorian Conrad Blaney
34	Safemeat	<ul style="list-style-type: none"> • Technical Issue Management • Representation on Executive Committees. • Submissions to Safemeat. • Communication to Members of the Outcomes. • Representation on Communications Group. 	#John Dorian Christian Mulders	Conrad Blaney Steve Martyn
35	Shipping & Transport	<ul style="list-style-type: none"> • Liaison with Lines/Australian Peak Shippers Council. • Co-ordination of Shipping Committee • Communication with Members on Shipping Issues. 	Steve Martyn	Christian Mulders
36	Smallgoods & Pork Related Issues	<ul style="list-style-type: none"> • Food Safety & Other Issues Relating to Pork Products & Smallgoods 	Conrad Blaney	Steve Martyn #John Dorian
37	State Issues	<p>Point of Contact to Co-ordinate State-based Issues.</p> <ul style="list-style-type: none"> • NSW - • Victoria - • Queensland - • South Australia - • Western Australia - 	Steve Martyn Christian Mulders Conrad Blaney #John Dorian #John Dorian	
38	Website	<ul style="list-style-type: none"> • Web Strategy Development • Processor Website Management 	Conrad Blaney	Christian Mulders Steve Martyn
39	Recycled Water	<ul style="list-style-type: none"> • Liaise with AQIS over options for review. • Contribute to Submissions. • Regular Updates to Members. • Organise any Forums 	Conrad Blaney	

***Note:** John Dorian will be leaving the Processor Group team in January 2011. His replacement is yet to be named but will assume the responsibilities currently allocated to John Dorian for the remainder of the Operations Plan.