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Australian Government
Department of Home Affairs

MEETING BRIEF

MINISTER: Jason Wood

ADVISER: s. 22(1)(a)(ii)

Modern Slavery Expert Advisory Group

Wednesday 10th June 2020 11:00am to 11:30am (via Webex)

Organisation

Modern Slavery Expert Advisory Group.

Has the Minister met with this organisation in the past?

No, this is the first meeting of the Modern Slavery Expert Advisory Group (Advisory Group). You have previously met some members of the Expert Advisory Group.

Purpose of Meeting

- To set expectations for the Advisory Group and outline the key issues of focus for 2020.
- To seek expert feedback about the implementation of the *Modern Slavery Act 2018* (the Act).
- Address concerns expressed by some stakeholders regarding the composition of the Advisory Group

Key Messages

- Collaboration between Government, business and civil society through the Advisory Group is key to ensuring the Act drives real and tangible change in global supply chains.

Background

You will formally open the first meeting of the Advisory Group and address members about the role of the group and your expectations. You established the Advisory Group on 25 May 2020 to provide strategic advice to Government about the implementation of the Act. Key priorities for the Advisory Group over 2020 will include supporting the development of a Modern Slavery Recognition Scheme and advising on the development of the Commonwealth Modern Slavery Statement.

The Advisory Group will meet approximately four times a year. You have appointed 15 individuals to the Advisory Group, including representatives from five key peak bodies (the Australian Chamber of Commerce and Industry, the Australian Industry Group, the Business Council of Australia, the Global Compact Network Australia and the Law Council of Australia). The remaining 10 positions have been allocated to individuals appointed by you for a term of 18 months following a public nomination process. Biographies for Advisory Group members are at **Attachment A**.

List of Attendees

- Liana Allan, Founder, Migration Alliance
- Kate Baker, Senior Sustainability Specialist, Telstra
- Måns Carlsson-Sweeny, Head of Environmental, Social and Governance Research, Ausbil Investment Management

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- Sebastian Conley, Sourcing Operations Manager, Country Road Group and David Jones
- Ro Coroneos, Senior Manager - Supply Chain Risk, Lendlease Corporation
- Chris Crewther, Former Chair, *Hidden in Plain Sight* Inquiry, Foreign Affairs and Aid-Sub Committee, Joint Standing Committee on Foreign Affairs, Defence and Trade
- Dr Kate van Doore, Program Director, Griffith University Law School
- Katie Knaggs, Group Ethical Sourcing Manager, Costa Group and the Australian Fresh Produce Alliance
- Sonya Rand, Sustainable Development Manager, Bunnings
- Sunil Rao, Lecturer, La Trobe University
- s. 47F(1) Australian Industry Group
- s. 47F(1) Australian Chamber of Commerce and Industry
- s. 47F(1) Business Council of Australia
- s. 47F(1) Law Council of Australia
- s. 47F(1) Global Compact Network of Australia

Clearance

Clearance officer: Dr Bradley Armstrong PSM Group Manager, Customs Group Phone: (02) s. 22(1)(a)(ii) Date: 5 June 2020	Contact officer: David Brightling Assistant Secretary, Modern Slavery and Human Trafficking Branch Phone: (02) s. 22(1)(a)(ii)
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Attachments:

- A: Biographies for attendees (including photos)**
- B: Event Running Sheet**
- C: Talking Points**
- D: Meeting Agenda**

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Attachment A: Biography



Name Liana Allan
Title Founder
Organisation Migration Alliance

s. 47F(1)
[Redacted]



Name Kate Baker
Title Senior Sustainability Advisor
Organisation Telstra

s. 47F(1)
[Redacted]
Telstra is required to report under the Australian Modern Slavery Act and also reports under similar United Kingdom legislation.



Name Måns Carlsson-Sweeny
Title Head of Environmental, Social and Governance Research
Organisation Ausbil Investment Management

s. 47F(1)
[Redacted]



Name Sebastian Conley
Title Sourcing Operations Manager
Organisation Country Road Group & David Jones

s. 47F(1)
[Redacted] The
Country Road Group is required to report under the Modern Slavery Act.

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Name Ro Coroneos
Title Senior Manager - Supply Chain Risk
Organisation Lendlease Corporation

s. 47F(1)



Name Chris Crewther
Title N/A
Organisation N/A

Mr Crewther was the chair of the Parliamentary Inquiry into establishing an Australian Modern Slavery Act.



Name Dr Kate van Doore
Title Program Director
Organisation Griffith University Law School

s. 47F(1)



Name Katie Knaggs
Title Group Ethical Sourcing Manager
Organisation Costa Group and the Australian Fresh Produce Alliance.

s. 47F(1)



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Name Sonya Rand
Title Sustainable Development Manager
Organisation Bunnings

s. 47F(1)



Name Sunil Rao
Title Lecturer
Organisation La Trobe University

s. 47F(1)

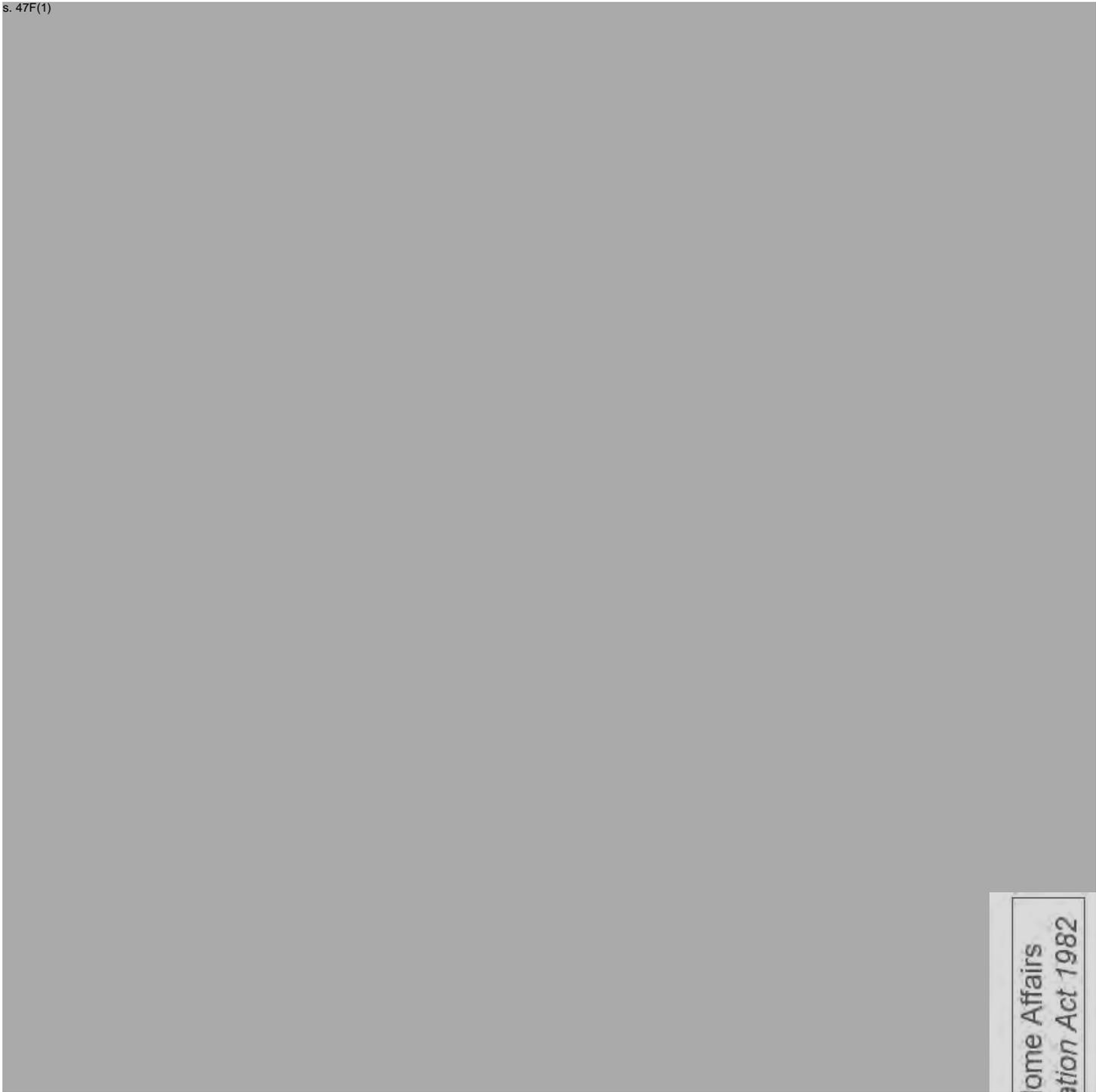


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Attachment B: Event Run Sheet

Wednesday, 10 June 2020

11:00am – 11:30am

First Meeting – Modern Slavery Expert Advisory Group

MEDIA: N/A

DRESS: Suit

SETUP: The meeting will be conducted via WebEx. The Australian Border Force has provided joining instructions to your office.

RUNNING ORDER:

- From 10.55am Assistant Minister and meeting attendees join the WebEx meeting.
- 11.00am Dr Bradley Armstrong PSM (Group Manager, Customs Group) opens the meeting, introduces Assistant Minister and facilitates brief introductions of Advisory Group members.
- 11.15am Assistant Minister addresses attendees. See talking points at **Attachment C.**
- 11.23am Informal engagement between Assistant Minister and Advisory Group members.
- 11.30am Conclude discussion and depart meeting.

CONTACTS:

David Brightling – Assistant Secretary, Modern Slavery and Human Trafficking Branch, Ph: s. 22(1)(a)(ii)

Adviser contact – s. 22(1)(a)(ii) Ph: s. 22(1)(a)(ii)

Attachment C: Assistant Minister's remarks to Expert Advisory Group

TALKING POINTS: MODERN SLAVERY EXPERT ADVISORY GROUP

(Word length: 1000 words – 8 minutes)

Dr Bradley Armstrong PSM (Group Manager, Customs Group) will open the meeting, introduce you and ask attendees to introduce themselves. After you conclude your remarks you may wish to move to an informal discussion with Expert Advisory Group members.

Introduction

- Good morning everyone.
- I am pleased to welcome you to the first meeting of the Modern Slavery Expert Advisory Group.
- This group is a unique forum that brings together experts from different business sectors and backgrounds.
- I would like to start by extending my thanks for your willingness to contribute to this group – to share your views and ideas directly with Government.
- Together, you will support the implementation of our landmark Modern Slavery Act and ensure our national response to modern slavery in supply chains is strong and effective.
- This morning, I want to explain my expectations for this group and your work, including:
 - updating you on Government's work to implement the Modern Slavery Act and other anti-slavery initiatives
 - outlining the tasks I will ask you to prioritise over the next six months, and
 - explaining how we are responding to increased modern slavery risks linked to COVID-19.

Australia's response to modern slavery

- Combating modern slavery in our communities and supply chains is a priority for the Government.
- Modern slavery is a challenge that confronts nations around the world and I am proud that Australia is leading the global charge in combatting this crime.
- Since our Modern Slavery Act entered into force in January 2019, we have achieved a range of important milestones.
- These include:
 - establishing the Business Engagement Unit in the Australian Border Force to implement the Act
 - releasing detailed guidance for businesses about combating modern slavery risks
 - convening Australia's first national modern slavery conference for over 400 delegates from 18 countries
 - providing almost half a million dollars in funding to civil society organisations to combat modern slavery, and
 - launching national consultations to develop Australia's new National Action Plan to Combat Modern Slavery.
- We will continue to deliver key modern slavery initiatives over the next six months.
- In the coming weeks we will launch our online register for modern slavery statements.
- I am also overseeing the development of the Government's first Modern Slavery Statement which will be released at the end of the year.

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- This statement will highlight our commitment to leading by example in tackling modern slavery in our supply chains.
- Last week I released a scoping paper which provides an outline of the approach we intend to take to the Government's Modern Slavery Statement.

Role of the Expert Advisory Group

- As the Modern Slavery Expert Advisory Group, you will play an important part in the next stage of our response to modern slavery.
- Your main role is to advise me about ways to ensure the Modern Slavery Act drives real and tangible change in global supply chains.
- Over the coming six months, I would like you to focus your efforts on three priority issues:
 - developing a recognition scheme to acknowledge collaborative and innovative efforts to combat modern slavery in supply chains
 - advising on strategies to mitigate modern slavery risks in Commonwealth procurement and investments, including the drafting of the Commonwealth Statement, and
 - exploring opportunities to strengthen our engagement with reporting entities and smaller suppliers, including through additional outreach and guidance material.
- I value your insights and experiences and I look forward to working with you on these issues.
- I also want to speak to you about my approach to the composition of this group.
- I have selected each of you to join this group because of your experience, background and subject-matter expertise.
- I acknowledge there are concerns from some individuals and groups that this group is over-represented by businesses.

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- However, as the modern slavery reporting requirement is new, I believe it is important to hear from those of you who have direct experience with businesses required to comply with the Act.
- The success of this legislation requires us to get it right from the beginning and to ensure the Government is supporting entities to comply.
- In saying this, it is equally important to hear the views of civil society and other bodies, including those who have played a key role developing the Act and our guidance material.
- The work of this Advisory Group will complement the Government's other consultative forums, including the National Roundtable on Human Trafficking and Slavery.
- This group will report to the National Roundtable on its work.
- Since my appointment to this role I have met with many anti-slavery stakeholders from a range of different organisations.
- Together with the Australian Border Force, I will also continue to consult with other civil society organisations outside this group about the implementation of the Act.
- I also welcome feedback you may wish to provide through this group on behalf of civil society and other businesses.

Responding to the impacts of COVID-19

- I want to conclude by speaking about the impacts of the COVID-19 pandemic.
- COVID-19 has impacted the global community in an unprecedented way and highlighted the vulnerabilities of workers in global supply chains to modern slavery and exploitation.
- It has also limited the capacity of businesses to take action to combat modern slavery risks.
- We have responded to the pandemic by releasing an online information sheet for reporting entities under the Act.

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- This information sheet emphasises that businesses must continue to address modern slavery risks during this crisis.
- It also sets out practical steps businesses can take to tackle modern slavery risks linked to the pandemic, such as engaging with suppliers.
- I have also extended reporting deadlines under the Act by three months for entities due to report this year.
 - This extension will provide these entities with additional time to prepare their modern slavery statements and assess how COVID-19 has affected their modern slavery risks.
- Over the coming months, I will look to you for advice about how businesses are responding to modern slavery risks linked to the pandemic and whether further Government action is required.

Conclusion

- As I outlined at the start of my remarks, you have an important role to play in Australia's fight against modern slavery.
- I thank you for your engagement and commitment to this issue and I look forward to hearing the outcomes of today's meeting.
- Thank you.

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Attachment D: Modern Slavery Expert Advisory Group Agenda

MODERN SLAVERY EXPERT ADVISORY GROUP

AGENDA

Meeting 01/2020

Date & Time: 10 June 2020 (11:00am AEST)

Venue: Meeting will be held using video conferencing software.

Agenda item	Timing	Notes
1. Welcome and Introductions	11:00 – 11:15	Attendees to dial in from 10:45am. Dr Bradly Armstrong PSM (Group Manager, Customs Group) will welcome attendees and facilitate introductions. Dr Armstrong will then pass to Assistant Minister Wood to address Members.
2. Ministerial Overview of Key Priorities and engagement with Members	11:15 – 11:30	Assistant Minister Wood will update Members on Government's work to implement the Modern Slavery Act and outline the Government's expectations for the Expert Advisory Group, including key priorities.
3. Discussion Item: COVID-19 impacts	11:30 – 11:45	The Australian Border Force will seek Members' views about the impacts of the COVID-19 pandemic on modern slavery risks in supply chains and possible responses.
4. Information Item: Demonstration of the Modern Slavery Register	11:45 – 12:00	The Australian Border Force will provide a demonstration of the Modern Slavery Register to Members.
5. Discussion Item: Modern Slavery Recognition Scheme	12:00 – 12:20	The Australian Border Force will seek Members' views on options for the development of a Modern Slavery Recognition Scheme. This agenda item will be supported by a meeting paper.
6. Discussion Item: Approach to Commonwealth Modern Slavery Statement, including: a) Public Scoping Paper b) Supplier Questionnaire c) Response Protocol	12:20 – 1:00	The Australian Border Force will seek Members' views on the development of the Commonwealth Modern Slavery Statement, including the approach set out in the public scoping paper released on 1 June 2020. The Australian Border Force will also seek initial comments from members on a draft questionnaire for Commonwealth suppliers and a protocol to guide the Commonwealth's response to allegations of modern slavery in its own supply chains.
7. Discussion Item: Outreach and engagement with reporting entities and suppliers	1:00 – 1:15	The Australian Border Force will update Members on its strategy for business engagement and seek Members' views on future opportunities and next steps.
8. Other business, including logistics arrangements for future meetings	1:15 – 1:30	The Australian Border Force will update Members on anticipated timing and arrangements for future meetings. The Australian Border Force will also update Members on broader work underway on modern slavery, including the development of Australia's new National Action Plan to Combat Modern Slavery.

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TALKING POINTS

Subject	Modern Slavery Expert Advisory Group - Appointments	
Date	2 June 2020	
Type	Ministerial	
Deadline	ASAP	
Media Officer:		Media Ph:

ISSUE

On 1 June 2020, a number of unions, civil society groups and academics wrote an open letter to Assistant Minister Wood expressing concern at the lack of civil society and union representation on the Modern Slavery Expert Advisory Group (Advisory Group).

TALKING POINTS UNCLASSIFIED

- The Australian Government continues to play a global leadership role in the fight against modern slavery.
- The Government’s anti-slavery strategy is developed and implemented in consultation with a wide range of stakeholders including businesses, civil society and academics.
- The landmark *Modern Slavery Act* (the Act) will hold large businesses to account for how they respond to modern slavery risks in their global operations and supply chains.
- The Act is the strongest legislation of its kind in the world. The Act:
 - sets clear mandatory criteria that businesses must address in their modern slavery statements (statements)
 - creates a Government-run central register to house statements, and
 - requires Government to report on modern slavery risks in its own procurement.
- Under the Act, these businesses must explain how they are assessing their global supply chains and addressing modern slavery risks.
- The Government has established a Modern Slavery Expert Advisory Group (Advisory Group) to support its efforts to ensure the Act drives long-term change.
- The Advisory Group includes representatives from businesses t.
 - This includes businesses in sectors such as construction (Lendlease), telecommunications and IT (Telstra), food and groceries (Costa Group), homewares (Bunnings) and investments (Ausbil).
 - The Advisory Group also includes representatives from academia and the Law Council of Australia.
 - The Advisory Group provides feedback to Government about business responses to modern slavery.

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- Feedback from businesses required to comply with the Act is vitally important.
 - This includes practical challenges developing modern slavery statements and addressing modern slavery with suppliers.
- The Advisory Group will complement existing consultative forums such as the National Roundtable on Human Trafficking and Slavery (National Roundtable), established in 2008.
 - The National Roundtable comprises of 12 civil society and NGO groups, 1 business organisation and 1 union.
- Australia's efforts to address this egregious crime will continue to be informed by all relevant stakeholders including businesses and civil society groups.
- In addition to these formal consultative forums, the Government, led by the ABF, regularly engages with stakeholders representing a range of interests.
 - For example, the ABF consulted with a number of the signatories to the letter in developing the COVID-19 information sheet on modern slavery, released in April 2020.
 - The ABF also worked closely with civil society organisations to develop guidance material on the Act, released in September 2019, and regularly includes civil society stakeholders as speakers at workshops and events.
- Appointments to the Advisory Group are for an 18 month term. New appointments will be made following another public nomination process.

IF ASKED: UNCLASSIFIED

Why were unions and civil society representatives excluded from the Advisory Group?

- Appointments to the Advisory Group were made following an open, public nomination process.

When will the Expert Advisory Group meet?

- The first meeting of the Expert Advisory Group is scheduled for 10 June.

CLEARANCE:

Drafted by	Title	Time/Date drafted
s. 22(1)(a)(ii)	Assistant Director	2000 / 02 June 2020

Cleared by	Title	Time/Date cleared
David Brightling	AS Modern Slavery and Human trafficking	2130 / 02 June 2020
Brad Armstrong	Group Manager, Customs Group	03 June 2020
s. 22(1)(a)(ii)	Director ABF Public Affairs	3 June 2020
Tharanie Vithanage	CoS to ABF Commissioner	3 June 2020

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TALKING POINTS

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TALKING POINTS UNCLASSIFIED

- The Australian Government continues to play a global leadership role in the fight against modern slavery.
- The Government’s strategy is developed and implemented in consultation with a wide range of stakeholders including businesses, civil society and academics.
- The landmark *Modern Slavery Act* (the Act) will hold businesses to account for how they respond to modern slavery risks in their global operations and supply chains.
- The Government has established a Modern Slavery Expert Advisory Group (Advisory Group) to support its efforts to ensure the Act drives long-term change.
- The Advisory Group will provide a forum for the Government to receive feedback on business responses to modern slavery, practical challenges developing modern slavery statements and addressing modern slavery with suppliers.
 - The Advisory Group also includes representatives from academia and the Law Council of Australia.
- The Advisory Group will complement existing consultative forums such as the National Roundtable on Human Trafficking and Slavery (National Roundtable), established in 2008.
 - The National Roundtable comprises of 10 civil society and NGO groups, 1 business organisation and 1 union.
- Australia’s efforts to address this egregious crime will continue to be informed by all relevant stakeholders including businesses and civil society groups.
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Brad Armstrong	Group Manager, Customs Group	03 June 2020
s. 22(1)(a)(ii)	Director ABF Public Affairs	3 June 2020
Tharani Vithanage	CoS to ABF Commissioner	3 June 2020

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From: [David BRIGHTLING](#)
To: s. 47E(d) ; s. 47E(d) ; [ABF Media](#)
Cc: s. 22(1)(a)(ii) ; s. 47E(d) ; s. 47E(d) ; s. 47E(d) ; [Bradley ARMSTRONG](#); s. 22(1)(a)(ii) ; s. 22(1)(a)(ii)
Subject: RE: SIGNED: MS20-000872 [Modern Slavery Expert Advisory Group: Letters to successful candidates and Terms of Reference] [DLM=For-Official-Use-Only]
Date: Wednesday, 20 May 2020 2:15:02 PM
Attachments: [Media Release - Modern Slavery Expert Advisory Group Appointments \(MARKED UP\).docx](#)
[Media Release - Modern Slavery Expert Advisory Group Appointments \(CLEAN\).docx](#)
[Modern Slavery Expert Advisory Group - Agenda - Draft.DOCX](#)

For-Official-Use-Only

Dear s. 22(1)(a)(ii)

1. Appointment of Representatives

As requested below, we have sent out letters to all recipients and all have now responded. We have received signed copies of the Advisory Group Terms of Reference from all 15 members of the Advisory Group.

2. Media Release

There have been some minor changes to the Media Release which arose while seeking permission from the recipients and confirming the details of the individuals listed. I have attached two versions – one with the changes marked up and a clean version. Subject to any further changes needed following the AMO's review, I understand the Media Release can go out at Assistant Minister Wood's convenience.

3. First Meeting of the Advisory Group

- a. *Agenda* - as foreshadowed with the Assistant Minister during our phone call on 30 April, I have attached a draft agenda for the first meeting of the Expert Advisory Group for the AMO to review and comment.
- b. *Timing* – I would be grateful for an indication of possible dates and times when Assistant Minister Wood may be available for participate in the first meeting. You will see from the proposed time allocations, the first meeting will run for just under 2.5 hours, including a short break, although I appreciate the Assistant Minister may not wish to participate in the entirety of the meeting. Subject to Assistant Minister Wood's availability, ideally it would be good to have the first meeting in early June.

Next Steps

Following your guidance on the issues above, I will confirm a date and time for the first meeting with the Advisory Group and circulate the agenda. We will circulate the relevant meeting papers in advance of the first meeting.

Happy to clarify any of the above or discuss further.

Kind regards,
David

David Brightling
Assistant Secretary

Modern Slavery and Human Trafficking Branch
Customs Group | Australian Border Force
P: +61 2 [redacted] | M: +61 [redacted]

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From: [redacted] [redacted] @homeaffairs.gov.au>
Sent: Friday, 8 May 2020 12:41 PM
To: [redacted] [redacted] @homeaffairs.gov.au>; ABF Media <media@abf.gov.au>; David BRIGHTLING <[redacted]@abf.gov.au>
Cc: [redacted] [redacted] @abf.gov.au>; [redacted] [redacted] @ABf.gov.au>; [redacted] [redacted] abf.gov.au>; [redacted] [redacted] @homeaffairs.gov.au>
Subject: SIGNED: MS20-000872 [Modern Slavery Expert Advisory Group: Letters to successful candidates and Terms of Reference] [DLM=For-Official-Use-Only]

For-Official-Use-Only

Hi Ministerial Support, Modern Slavery Branch and ABF Media

Ministerial Support: Please find attached an electronic signed copy of MS20-000872. No hardcopy to follow. The line area (Modern Slavery Branch) to send out the letters (**Attachment A**).

Modern Slavery Branch: Grateful for the letters (**Attachment A**) to be sent out to recipients from a group mailbox. As part of the email out, grateful if permission for each recipient can be sought to include them in the attached media release.

ABF Media: Once Modern Slavery Branch confirms that permission is obtained from each recipient, Asst. Adviser Beau has given permission for the attached media release to be uploaded to the AM's Home Affairs webpage (but not before then). Grateful for confirmation once live.

Happy to talk through the above. Many thanks in advance.

Regards

[redacted]
Departmental Liaison Officer
Office of the Hon Jason Wood MP
Assistant Minister for Customs, Community Safety and Multicultural Affairs
Department of Home Affairs
P: [redacted] M: [redacted]
E: [redacted] @abf.gov.au
E: [redacted] @homeaffairs.gov.au

-
The information contained in this email is classified and should not be publicly released without the authority of the Department of Home Affairs. In accordance with our long standing practices, should you wish for unclassified media lines to be prepared in relation to this issue please contact the Home Affairs Media Coordination team – media@homeaffairs.gov.au.

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY
AND MULTICULTURAL AFFAIRS

MEDIA RELEASE

Ten Australian experts in combating modern slavery and supply chain management have been appointed to the Government's Modern Slavery Expert Advisory Group (Expert Advisory Group).

Announcing the appointments today, Assistant Minister for Customs, Community Safety and Multicultural Affairs, the Hon Jason Wood MP, said the Expert Advisory Group was a world-leading initiative that brought together key experts with practical knowledge and expertise in combating modern slavery.

"The Expert Advisory Group is being established at a time where the effects of COVID-19 are being felt across global supply chains and are significantly impacting workers, particularly those already vulnerable to exploitation."

"This new body will provide strategic advice to Government to support the effective implementation of Australia's Modern Slavery Act and drive best-practice responses to eradicate exploitation in our supply chains," Assistant Minister Wood said.

"I congratulate the successful candidates on their appointment and I look forward to working with them to further strengthen Australia's response to this important issue."

The Expert Advisory Group includes five permanent members from the Australian Chamber of Commerce and Industry, Australian Industry Group, Business Council of Australia, Global Compact Network Australia and the Law Council of Australia.

Following a call for public nomination, the ten appointments to the Expert Advisory Group are:

- Liana Allan, Founder, Migration Alliance
- Kate Baker, Senior Sustainability Specialist, Telstra
- Måns Carlsson-Sweeny, Head of Environmental, Social and Governance Research, Ausbil Investment Management
- Sebastian Conley, Sourcing Operations Manager, Country Road Group and David Jones
- Ro Coroneos, Senior Manager, [Risk](#) - Supply Chain [Risk](#), Lendlease Corporation
- Chris Crewther, Former Chair, [Modern Slavery Inquiry \(Hidden in Plain Sight\) Inquiry](#), Foreign Affairs and Aid-Sub Committee, Joint Standing Committee on Foreign Affairs, Defence and Trade, [Australian Parliament](#)

- Dr Kate van Doore, [Program Director](#)[Senior Lecturer](#), Griffith [University](#) Law School
- Katie Knaggs, Group Ethical Sourcing Manager, Costa Group and [representative of](#) the Australian Fresh Producers Alliance
- Sonya Rand, Sustainable Development Manager, Bunnings
- Sunil Rao, Lecturer, La Trobe University [Law School](#)



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ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY
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MODERN SLAVERY EXPERT ADVISORY GROUP

Meeting 01/2020

Draft Agenda

Date & Time: TBC

Venue: Meeting will be held using video conferencing software

Agenda item	Timing	Notes
1. Welcome and Introductions	15 minutes	Assistant Minister Wood will welcome attendees and facilitate introductions.
2. Ministerial Overview of Key Priorities	10 minutes	Assistant Minister Wood will update Members on Government's work to implement the Modern Slavery Act and outline the Government's expectations for the Expert Advisory Group, including key priorities.
3. Information Item: Demonstration of the Modern Slavery Register	15 minutes	The Australian Border Force will provide a demonstration of the Modern Slavery Register to Members.
4. Discussion Item: Modern Slavery Recognition Scheme	25 minutes	The Australian Border Force will seek Members' views on options for the development of a Modern Slavery Recognition Scheme. This agenda item will be supported by a meeting paper.
<i>Break - 10 minutes</i>		
5. Discussion Item: Approach to Commonwealth Modern Slavery Statement including: a) Draft supplier questionnaire b) Framework for responding to modern slavery cases and allegations c) Contract clauses d) Modern slavery training module	45 minutes	The Australian Border Force will seek Members' views on the development of the Commonwealth Modern Slavery Statement. This will include opportunities for Members to provide feedback on key tools and resources, including a draft supplier questionnaire, a framework for responding to modern slavery cases, model contract clauses and a training module for Commonwealth procurement officers. This agenda item will be supported by a meeting paper.
6. Discussion Item: Outreach and engagement with reporting entities and suppliers	15 minutes	The Australian Border Force will update Members on its strategy for business engagement and seek Members' views on future opportunities and next steps.
7. Other business, including logistics arrangements for future meetings	15 minutes	The Australian Border Force will update Members on anticipated timings and arrangements for future meetings. The Australian Border Force will also update Members on broader work underway on modern slavery, including the development of Australia's new National Action Plan to Combat Modern Slavery.

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Australian Government
Department of Home Affairs

Submission

For decision
PDMS Ref. Number MS20-000872
Date of Clearance: 04/05/2020

To **Assistant Minister for Customs, Community Safety and Multicultural Affairs**

Subject **Modern Slavery Expert Advisory Group: Letters to successful candidates and Terms of Reference**

Timing *By 19 May 2020 to facilitate an announcement via media release as soon as practicable and to make arrangements for the first meeting in late May.*

Recommendations

That you:

- 1. note that on 6 April 2020 you agreed to appoint 10 experts to the Modern Slavery Expert Advisory Group (Expert Advisory Group) for an 18 month term; **noted** / please discuss
- 2. sign letters to these 10 experts at **Attachment A** advising them of their appointment to the Expert Advisory Group; **signed** / not signed
- 3. note the Australian Border Force (ABF) will notify unsuccessful candidates; **noted** / please discuss
- 4. agree to the proposed Terms of Reference for the Expert Advisory Group at **Attachment B**; and **agreed** / not agreed
- 5. note the ABF will work with your Office to confirm a date and agenda for the first meeting of the Expert Advisory Group, and options for your involvement. **noted** / please discuss

Assistant Minister for Customs, Community Safety and Multicultural Affairs

Signature.....*John Wood*.....

Date: 08/05/2020

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Minister's Comments				
Rejected Yes/No	Timely Yes/No	Relevance <input type="checkbox"/> Highly relevant <input type="checkbox"/> Significantly relevant <input type="checkbox"/> Not relevant	Length <input type="checkbox"/> Too long <input type="checkbox"/> Right length <input type="checkbox"/> Too brief	Quality Poor 1.....2.....3.....4.....5 Excellent Comments:

Key Issues

1. On 6 April 2020, you agreed to appoint 10 business and civil society experts to the Modern Slavery Expert Advisory Group (Expert Advisory Group) for an 18 month term (**MS20-000671 refers**).
2. This submission seeks your agreement to write to these 10 experts advising them of their appointment. The draft letters at **Attachment A** congratulate appointees and provide further information about the operation of the Expert Advisory Group. The Australian Border Force (ABF) will notify unsuccessful applicants for the Expert Advisory Group via email.
3. This submission also seeks your agreement to the Terms of Reference for the Expert Advisory Group at **Attachment B**. The Terms of Reference outline the role, responsibilities and membership of the Expert Advisory Group and are consistent with Terms of Reference developed for similar groups within the Home Affairs Portfolio.
4. The ABF proposes you announce the membership of the Expert Advisory Group by media release and has provided a draft media release to your Office.
5. Subject to members' availabilities, the ABF will convene the first meeting of the Expert Advisory Group in late May via teleconference or videoconference. The ABF will liaise with your Office about options for your involvement, including opportunities to formally open the meeting.

Consultation – internal/external

6. Media and Engagement Branch.

Consultation – Secretary

7. The Secretary was not consulted on the approach in the submission.

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Consultation – Commissioner

8. The Commissioner was not consulted on the approach in the submission.

Client service implications

9. There are no client service implications.

Sensitivities

10. Should you wish for unclassified media lines to be prepared in relation to this issue, the ABF Media team would be pleased to provide them and can be contacted at media@abf.gov.au.

11. In accordance with our long standing practices, should you wish for unclassified media lines to be prepared in relation to this issue please contact the Home Affairs Media Coordination team– media@homeaffairs.gov.au.

Financial/systems/legislation/deregulation/media implications

12. There are no financial, system, or legal implications associated with this proposal.

Attachments

Attachment A Letters to appointees to the Modern Slavery Expert Advisory Group.

Attachment B Modern Slavery Expert Advisory Group Terms of Reference.

<p>Authorising Officer</p> <p>Cleared by:</p> <p>Dr Bradley Armstrong PSM Group Manager Customs Group</p> <p>Date: 4 May 2020 Ph: 02 <small>s. 22(1)(a)(ii)</small></p>
--

Contact Officer David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, Ph: 02 s. 22(1)(a)(ii)

- CC Secretary
- Commissioner
- Deputy Secretary Policy
- Deputy Secretary Executive

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000872

Ms Sonya Rand
Sustainable Development Manager
Bunnings Group

s. 47F(1)

Dear Ms Rand

I am writing to thank you for your nomination to the Australian Government's inaugural Modern Slavery Expert Advisory Group (Expert Advisory Group). I am pleased to advise that your nomination has been successful and that I have selected you as a member of the Expert Advisory Group for a term of 18 months.

I would like to congratulate you on your successful appointment and commend you for your commitment to collaborating with Government to combat modern slavery. As a member of the Expert Advisory Group, you will work alongside leading experts to provide strategic advice to Government about implementing the Modern Slavery Act (the Act). The establishment of the Expert Advisory Group reinforces my commitment to collaborating with business and civil society to implement the Act and I look forward to working with you on this important issue.

I expect that the first meeting of the Expert Advisory Group will take place via teleconference or videoconference in late May 2020. The Australian Border Force will provide you with further information shortly, including a Terms of Reference for your signature. Should you wish to discuss your appointment to the Expert Advisory Group or if you have any related questions, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at

s. 22(1)(a)(ii)

[@abf.gov.au](mailto:abf.gov.au)

I look forward to working with you.

Yours sincerely

A handwritten signature in blue ink that reads 'Jason Wood'.

JASON WOOD

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000872

Mr Mans Carlsson-Sweeny
Head of ESG Research
Ausbil Investment Management Limited

s. 47F(1)

Dear Mr Carlsson-Sweeny

I am writing to thank you for your nomination to the Australian Government's inaugural Modern Slavery Expert Advisory Group (Expert Advisory Group). I am pleased to advise that your nomination has been successful and that I have selected you as a member of the Expert Advisory Group for a term of 18 months.

I would like to congratulate you on your successful appointment and commend you for your commitment to collaborating with Government to combat modern slavery. As a member of the Expert Advisory Group, you will work alongside leading experts to provide strategic advice to Government about implementing the Modern Slavery Act (the Act). The establishment of the Expert Advisory Group reinforces my commitment to collaborating with business and civil society to implement the Act and I look forward to working with you on this important issue.

I expect that the first meeting of the Expert Advisory Group will take place via teleconference or videoconference in late May 2020. The Australian Border Force will provide you with further information shortly, including a Terms of Reference for your signature. Should you wish to discuss your appointment to the Expert Advisory Group or if you have any related questions, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at

s. 22(1)(a)(ii)

[@abf.gov.au](mailto:abf.gov.au)

I look forward to working with you.

Yours sincerely

JASON WOOD

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000872

Ms Ro Coroneos
Senior Manager, Supply Chain Risk
Lendlease Corporation

s. 47F(1)

Dear Ms Coroneos

I am writing to thank you for your nomination to the Australian Government's inaugural Modern Slavery Expert Advisory Group (Expert Advisory Group). I am pleased to advise that your nomination has been successful and that I have selected you as a member of the Expert Advisory Group for a term of 18 months.

I would like to congratulate you on your successful appointment and commend you for your commitment to collaborating with Government to combat modern slavery. As a member of the Expert Advisory Group, you will work alongside leading experts to provide strategic advice to Government about implementing the Modern Slavery Act (the Act). The establishment of the Expert Advisory Group reinforces my commitment to collaborating with business and civil society to implement the Act and I look forward to working with you on this important issue.

I expect that the first meeting of the Expert Advisory Group will take place via teleconference or videoconference in late May 2020. The Australian Border Force will provide you with further information shortly, including a Terms of Reference for your signature. Should you wish to discuss your appointment to the Expert Advisory Group or if you have any related questions, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at

s. 22(1)(a)(ii)

[@abf.gov.au](mailto:abf.gov.au)

I look forward to working with you.

Yours sincerely

JASON WOOD

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000872

Ms Kate Baker
Senior Sustainability Specialist
Telstra

s. 47F(1)

Dear Ms Baker

I am writing to thank you for your nomination to the Australian Government's inaugural Modern Slavery Expert Advisory Group (Expert Advisory Group). I am pleased to advise that your nomination has been successful and that I have selected you as a member of the Expert Advisory Group for a term of 18 months.

I would like to congratulate you on your successful appointment and commend you for your commitment to collaborating with Government to combat modern slavery. As a member of the Expert Advisory Group, you will work alongside leading experts to provide strategic advice to Government about implementing the Modern Slavery Act (the Act). The establishment of the Expert Advisory Group reinforces my commitment to collaborating with business and civil society to implement the Act and I look forward to working with you on this important issue.

I expect that the first meeting of the Expert Advisory Group will take place via teleconference or videoconference in late May 2020. The Australian Border Force will provide you with further information shortly, including a Terms of Reference for your signature. Should you wish to discuss your appointment to the Expert Advisory Group or if you have any related questions, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at

s. 22(1)(a)(ii)

[@abf.gov.au](mailto:abf.gov.au)

I look forward to working with you.

Yours sincerely



JASON WOOD

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000872

Mr Sebastian Conley
Sourcing Operations Manager
Country Road Group Pty and David Jones Pty Ltd

s. 47F(1)

Dear Mr Conley

I am writing to thank you for your nomination to the Australian Government's inaugural Modern Slavery Expert Advisory Group (Expert Advisory Group). I am pleased to advise that your nomination has been successful and that I have selected you as a member of the Expert Advisory Group for a term of 18 months.

I would like to congratulate you on your successful appointment and commend you for your commitment to collaborating with Government to combat modern slavery. As a member of the Expert Advisory Group, you will work alongside leading experts to provide strategic advice to Government about implementing the Modern Slavery Act (the Act). The establishment of the Expert Advisory Group reinforces my commitment to collaborating with business and civil society to implement the Act and I look forward to working with you on this important issue.

I expect that the first meeting of the Expert Advisory Group will take place via teleconference or videoconference in late May 2020. The Australian Border Force will provide you with further information shortly, including a Terms of Reference for your signature. Should you wish to discuss your appointment to the Expert Advisory Group or if you have any related questions, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at

s. 22(1)(a)(ii)

[@abf.gov.au](mailto:abf.gov.au)

I look forward to working with you.

Yours sincerely



JASON WOOD

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000872

Ms Katie Knaggs
Group Ethical Sourcing Manager
Costa Group & Australian Fresh Produce Alliance

s. 47F(1)

Dear Ms Knaggs

I am writing to thank you for your nomination to the Australian Government's inaugural Modern Slavery Expert Advisory Group (Expert Advisory Group). I am pleased to advise that your nomination has been successful and that I have selected you as a member of the Expert Advisory Group for a term of 18 months.

I would like to congratulate you on your successful appointment and commend you for your commitment to collaborating with Government to combat modern slavery. As a member of the Expert Advisory Group, you will work alongside leading experts to provide strategic advice to Government about implementing the Modern Slavery Act (the Act). The establishment of the Expert Advisory Group reinforces my commitment to collaborating with business and civil society to implement the Act and I look forward to working with you on this important issue.

I expect that the first meeting of the Expert Advisory Group will take place via teleconference or videoconference in late May 2020. The Australian Border Force will provide you with further information shortly, including a Terms of Reference for your signature. Should you wish to discuss your appointment to the Expert Advisory Group or if you have any related questions, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at

s. 22(1)(a)(ii)

[@abf.gov.au](mailto:abf.gov.au)

I look forward to working with you.

Yours sincerely

JASON WOOD

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000872

Dr Kate van Doore
Program Director
Griffith Law School

s. 47F(1)

Dear Dr van Doore

I am writing to thank you for your nomination to the Australian Government's inaugural Modern Slavery Expert Advisory Group (Expert Advisory Group). I am pleased to advise that your nomination has been successful and that I have selected you as a member of the Expert Advisory Group for a term of 18 months.

I would like to congratulate you on your successful appointment and commend you for your commitment to collaborating with Government to combat modern slavery. As a member of the Expert Advisory Group, you will work alongside leading experts to provide strategic advice to Government about implementing the Modern Slavery Act (the Act). The establishment of the Expert Advisory Group reinforces my commitment to collaborating with business and civil society to implement the Act and I look forward to working with you on this important issue.

I expect that the first meeting of the Expert Advisory Group will take place via teleconference or videoconference in late May 2020. The Australian Border Force will provide you with further information shortly, including a Terms of Reference for your signature. Should you wish to discuss your appointment to the Expert Advisory Group or if you have any related questions, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at

s. 22(1)(a)(ii)

[@abf.gov.au](mailto:abf.gov.au)

I look forward to working with you.

Yours sincerely

JASON WOOD

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000872

Mr Chris Crewther
Managing Director
Nineteen Consulting

s. 47F(1)

Dear Mr Crewther

I am writing to thank you for your nomination to the Australian Government's inaugural Modern Slavery Expert Advisory Group (Expert Advisory Group). I am pleased to advise that your nomination has been successful and that I have selected you as a member of the Expert Advisory Group for a term of 18 months.

I would like to congratulate you on your successful appointment and commend you for your work chairing the 2017 Parliamentary inquiry into an Australian Modern Slavery Act. As a member of the Expert Advisory Group, you will work alongside leading experts to provide strategic advice to Government about implementing the Modern Slavery Act (the Act). The establishment of the Expert Advisory Group reinforces my commitment to collaborating with business and civil society to implement the Act and I look forward to working with you on this important issue. I also acknowledge your undertaking that you will not accept consulting or advisory work relating to modern slavery while you are a member of the Expert Advisory Group.

I expect that the first meeting of the Expert Advisory Group will take place via teleconference or videoconference in late May 2020. The Australian Border Force will provide you with further information shortly, including a Terms of Reference for your signature. Should you wish to discuss your appointment to the Expert Advisory Group or if you have any related questions, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at ^{s. 22(1)(a)(ii)} [redacted] [@abf.gov.au](mailto:[redacted]@abf.gov.au)

I look forward to working with you.

Yours sincerely

JASON WOOD

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000872

Mr Sunil Rao
Lecturer
La Trobe University

s. 47F(1)

Dear Mr Rao

I am writing to thank you for your nomination to the Australian Government's inaugural Modern Slavery Expert Advisory Group (Expert Advisory Group). I am pleased to advise that your nomination has been successful and that I have selected you as a member of the Expert Advisory Group for a term of 18 months.

I would like to congratulate you on your successful appointment and commend you for your commitment to collaborating with Government to combat modern slavery. As a member of the Expert Advisory Group, you will work alongside leading experts to provide strategic advice to Government about implementing the Modern Slavery Act (the Act). The establishment of the Expert Advisory Group reinforces my commitment to collaborating with business and civil society to implement the Act and I look forward to working with you on this important issue.

I expect that the first meeting of the Expert Advisory Group will take place via teleconference or videoconference in late May 2020. The Australian Border Force will provide you with further information shortly, including a Terms of Reference for your signature. Should you wish to discuss your appointment to the Expert Advisory Group or if you have any related questions, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at

s. 22(1)(a)(ii)

[@abf.gov.au](mailto:abf.gov.au)

I look forward to working with you.

Yours sincerely

JASON WOOD

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000872

Ms Liana Allan
Founder
Migration Alliance

s. 47F(1)

Dear Ms Allan

I am writing to thank you for your nomination to the Australian Government's inaugural Modern Slavery Expert Advisory Group (Expert Advisory Group). I am pleased to advise that your nomination has been successful and that I have selected you as a member of the Expert Advisory Group for a term of 18 months.

I would like to congratulate you on your successful appointment and commend you for your commitment to collaborating with Government to combat modern slavery. As a member of the Expert Advisory Group, you will work alongside leading experts to provide strategic advice to Government about implementing the Modern Slavery Act (the Act). The establishment of the Expert Advisory Group reinforces my commitment to collaborating with business and civil society to implement the Act and I look forward to working with you on this important issue.

I expect that the first meeting of the Expert Advisory Group will take place via teleconference or videoconference in late May 2020. The Australian Border Force will provide you with further information shortly, including a Terms of Reference for your signature. Should you wish to discuss your appointment to the Expert Advisory Group or if you have any related questions, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at

s. 22(1)(a)(ii)

[@abf.gov.au](mailto:abf.gov.au)

I look forward to working with you.

Yours sincerely

JASON WOOD

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**Australian
BORDER FORCE**

OFFICIAL

Modern Slavery Expert Advisory Group

Terms of Reference

Role

The purpose of the Modern Slavery Expert Advisory Group (Expert Advisory Group) is to **advise the Australian Government on issues relating to the implementation of the Commonwealth *Modern Slavery Act 2018* (the Act).**

Responsibilities

The primary responsibility and key function of the Expert Advisory Group is to **provide expert, confidential and timely advice to the Australian Border Force (ABF)** about the implementation of the Act, including:

- strategies for business engagement and awareness-raising
- the design and operation of the online register for modern slavery statements
- the design and implementation of the Modern Slavery Act Recognition Scheme, to acknowledge excellence in leadership, innovation or collaboration to combat modern slavery in supply chains
- strategies for mitigating modern slavery risks in Commonwealth procurement and investments, including reviewing draft Commonwealth Modern Slavery Statements, and
- other issues as requested by the ABF.

Members will support the Expert Advisory Group to fulfil this role by:

- actively participating in all meetings of the Expert Advisory Group
- reviewing all papers and materials relevant to meeting agenda items
- providing verbal feedback to the ABF during meetings, and
- providing written feedback out of session to the ABF as required.

The Expert Advisory Group's responsibilities are solely advisory in nature and its recommendations are non-binding. The Expert Advisory Group is not authorised to act on behalf of, or represent, the ABF or the Government.

Authority

The Expert Advisory Group is established by the Assistant Minister for Customs, Community Safety and Multicultural Affairs under the authority of the Expert Advisory Group Terms of Reference.

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Membership

Membership of the Expert Advisory Group will comprise of up to 15 independent experts from business, civil society and academia.

- **Five positions** will be permanently reserved for representatives from: the Australian Chamber of Commerce and Industry; the Australian Industry Group; the Business Council of Australia; the Global Compact Network Australia; and the Law Council of Australia. These peak bodies represent significant numbers of reporting entities under the Act. Their inclusion will ensure ongoing representation from a broad cross-section of the business sector which will assist the ABF to monitor compliance trends and leverage a depth of expertise. Each of these bodies may nominate a representative of their choice to serve as a Member of the Expert Advisory Group and may change representatives at any time.
- **Up to ten positions** will comprise of selected representatives from individual businesses, academia and civil society stakeholders from a cross section of industries and sectors. Each representative will have demonstrated relevant, practical expertise in business and human rights and supply chain management. Members in these ten non-reserved positions will serve an 18 month term, with a new nomination process to be undertaken before their term expires. This will enable the ABF to leverage independent expertise from a range of different industries and sectors over time to effectively target the knowledge and capability gaps of reporting entities. If a Member changes organisation during their term, the ABF will determine whether their membership remains with the nominating organisation or transfers with the Member.

Members will not be reimbursed for costs incurred to attend meetings. The ABF will not pay for Members' travel and accommodation costs.

Membership will remain in effect until otherwise notified by the Minister in writing. The Minister can revoke membership at any time and may choose to alter the composition and structure of the Expert Advisory Group as required.

Confidentiality

Information made directly available to Members by the Australian Government, or by virtue of Members' membership for the purposes of the Expert Advisory Group, is confidential information.

Members must not disclose confidential information to any person other than current Members of the Expert Advisory Group, without prior approval in writing from the ABF. In giving written approval the ABF may impose such terms and conditions as it sees fit.

Membership on the Expert Advisory Group is not considered confidential information for the purposes of these Terms of Reference.

Conflict of Interest

Members must declare any existing or potential conflict of interest to the ABF and explain any steps they are taking to address the conflict. Members should consider past employment, consultancy arrangements and related party issues when making these declarations. This will be a standing agenda item for each meeting.

The Minister must be satisfied that there are sufficient processes in place to manage any existing or potential conflicts of interest for a representative's membership to continue.

Members are required to declare in writing any existing or potential conflicts of interest that may arise in relation to the work of the Expert Advisory Group. Members must provide an initial declaration before their

membership of the group is confirmed. Members should notify the ABF in writing of any subsequent existing or potential conflicts of interest as they arise.

Members must refrain from promoting their membership of the Expert Advisory Group in any way that could reasonably be perceived as leading to real or potential financial gain to them or others. This includes situations where a Member may use their membership to promote consultancy or other fee for services work.

The Minister may determine that Members, and any other invitees, may be excluded from participating in discussion on items where there are existing or potential conflicts of interest.

Meetings

The Expert Advisory Group will meet approximately four times a year. These meetings will initially be held via teleconference or videoconference in line with COVID-19 precautions. When the situation permits, the Expert Advisory Group will meet in person in either Sydney or Melbourne.

Meetings of the Expert Advisory Group will be chaired by the Assistant Minister for Customs, Community Safety and Multicultural Affairs or a senior ABF official. The ABF will provide secretariat support to the Expert Advisory Group. Papers, reports and work packages will be distributed by the ABF via e-mail prior to each scheduled meeting as required.

Review of the Terms of Reference

The ABF will review of the terms of reference as required to determine whether any amendments are necessary to accurately reflect the purpose and strategic direction of the Expert Advisory Group. Any amendments to these terms of reference will be distributed to Members for review before they come into effect.

CONFLICT OF INTEREST ASSURANCE

I advise that to the best of my knowledge my private, business and financial interests would not conflict with my public duties or otherwise cause embarrassment to myself or to the Australian Government during my term of appointment.

I also undertake to advise the Australian Border Force in writing should a situation arise in the future which might cause a conflict of interest with my responsibilities under this appointment. I have outlined any circumstances which may give rise to existing or potential conflicts of interest below:

.....

Name

Signature

Date

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY
AND MULTICULTURAL AFFAIRS

MEDIA RELEASE

Ten Australian experts in combating modern slavery and supply chain management have been appointed to the Government's Modern Slavery Expert Advisory Group (Expert Advisory Group).

Announcing the appointments today, Assistant Minister for Customs, Community Safety and Multicultural Affairs, the Hon Jason Wood MP, said the Expert Advisory Group was a world-leading initiative that brought together key experts with practical knowledge and expertise in combating modern slavery.

"The Expert Advisory Group is being established at a time where the effects of COVID-19 are being felt across global supply chains and are significantly impacting workers, particularly those already vulnerable to exploitation."

"This new body will provide strategic advice to Government to support the effective implementation of Australia's Modern Slavery Act and drive best-practice responses to eradicate exploitation in our supply chains," Assistant Minister Wood said.

"I congratulate the successful candidates on their appointment and I look forward to working with them to further strengthen Australia's response to this important issue."

The Expert Advisory Group includes five permanent members from the Australian Chamber of Commerce and Industry, Australian Industry Group, Business Council of Australia, Global Compact Network Australia and the Law Council of Australia.

Following a call for public nomination, the ten appointments to the Expert Advisory Group are:

- Liana Allan, Founder, Migration Alliance
- Kate Baker, Senior Sustainability Specialist, Telstra
- Måns Carlsson-Sweeny, Head of Environmental, Social and Governance Research, Ausbil Investment Management
- Sebastian Conley, Sourcing Operations Manager, Country Road Group and David Jones
- Ro Coroneos, Senior Manager - Supply Chain Risk, Lendlease Corporation
- Chris Crewther, Former Chair, *Hidden in Plain Sight* Inquiry, Foreign Affairs and Aid-Sub Committee, Joint Standing Committee on Foreign Affairs, Defence and Trade
- Dr Kate van Doore, Program Director, Griffith University Law School

- Katie Knaggs, Group Ethical Sourcing Manager, Costa Group and the Australian Fresh Product Alliance
- Sonya Rand, Sustainable Development Manager, Bunnings
- Sunil Rao: Lecturer, La Trobe University



Australian Government
Department of Home Affairs

Submission

For decision

PDMS Ref. Number MS20-000671

Date of Clearance: 26 March 2020

To Assistant Minister for Customs, Community Safety and Multicultural Affairs

Subject Modern Slavery - Expert Advisory Group Membership

Timing 3 April 2020. This deadline has been agreed with s. 22(1)(a)(ii) in your office.

Recommendations

That you:

- 1. note the Australian Border Force (ABF) received 70 nominations for membership of the Modern Slavery Expert Advisory Group (Expert Advisory Group) listed at **Attachment A;** noted / please discuss
- 2. note the ABF has assessed all nominations as being highly suitable, suitable or unsuitable, based on their expertise and practical experience (**Attachment B** refers); noted / please discuss
- 3. note the list of twenty nominees at **Attachment C** assessed as highly suitable represent key high risk sectors, and are recognised experts with significant and extensive experience in business and human rights and supply chain management, including procurement; and noted / please discuss
- 4. agree to appoint the top ten nominees listed at **Attachment C** to the Expert Advisory Group for a term of 18 months. agreed / not agreed

OR

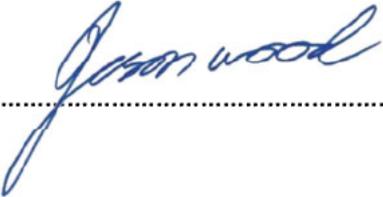
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- 5. agree to appoint an alternative list of ten nominees for a term of 18 months; and
- 6. note the ABF will bring forward a separate submission to provide you with draft letters to successful nominees and draft terms of reference for the Expert Advisory Group for your approval.

agreed / not agreed

noted / please discuss

Assistant Minister for Customs, Community Safety and Multicultural Affairs

Signature.....

Date: 06 / 04 / 2020

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Minister's Comments				
Please appoint the following alternatives: 1. Sonya Rand - Bunnings 2. Mans Carlsson-Sweeny - Ausbil Investment Management Limited 3. Ro Coroneos - Lendlease Corporation 4. Kate Baker - Telstra 5. Sebastian Conley - Country Road Group 6. Katie Knaggs - Costa Group & Australian Fresh Produce Alliance 7. Dr Kate van Doore - Griffith Law School 8. Chris Crewther - Nineteen Consulting 9. Sunil Rao - La Trobe University 10. Liana Allan - Migration Alliance				
Rejected	Timely	Relevance	Length	Quality
Yes/No	Yes/No	<input type="checkbox"/> Highly relevant <input type="checkbox"/> Significantly relevant <input type="checkbox"/> Not relevant	<input type="checkbox"/> Too long <input type="checkbox"/> Right length <input type="checkbox"/> Too brief	Poor 1.....2.....3.....4.....5 Excellent Comments:

Key Issues

1. This submission seeks your agreement to appoint ten leading business and civil society experts to the Modern Slavery Expert Advisory Group (Expert Advisory Group) for an initial term of 18 months. You announced the establishment of the Expert Advisory Group on 4 December 2019 and called for public nominations for membership on 17 February 2020. The nomination period closed on 4 March 2020.
2. The Expert Advisory Group will provide advice to Government on issues relating to the implementation of the *Modern Slavery Act 2018*, including options for business engagement, the development of the first Commonwealth Modern Slavery Statement and the development of a recognition scheme. To maximise the utility of the Expert Advisory Group, the Australian Border Force (ABF) has focused on individuals with extensive practical experience in business and human rights and supply chain management, including procurement.
3. The ten selected experts will serve alongside five permanent Expert Advisory Group members from the Law Council of Australia, Business Council of Australia, Australian Industry Group, Australian Chamber of Commerce and Industry and the Global Compact Network Australia.
4. The ABF received 70 public nominations for membership of the Expert Advisory Group, including 40 nominations from businesses and business groups and 30 nominations from civil society. A complete list of nominees is at **Attachment A**.
5. The ABF assessed each nomination and identified 20 highly suitable business and civil society experts. As part of the assessment process, the ABF scored each nomination based on practical expertise, demonstrated capacity to work collaboratively with government and/or businesses, and engagement with the Modern Slavery Act. The complete assessments are at **Attachment B**.

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6. Based on the assessment results, the top ten nominees from the 20 highly suitable applicants are listed at **Attachment C**. These individuals are leading Australian experts with over 180 years collective practical experience in business and human rights, procurement and/or supply chain management.
7. The ten nominees recommended by the ABF would ensure the rotating membership of the Expert Advisory Group is balanced between business (five members) and civil society (five members). The proposed five business nominees also represent key industries and sectors with high modern slavery risks, as well as businesses with differing levels of sophistication and experience. The proposed five civil society nominees represent leading business and human rights organisations, academia and organisations with experience working on the ground to improve labour standards in high risk regions.
8. Following your agreement to the membership of the Expert Advisory Group, the ABF will provide you with draft letters to successful applicants and terms of reference for the group for your approval. The ABF will also directly notify unsuccessful applicants via email.
9. The ABF proposes to convene the first meeting of the Expert Advisory Group in late April via teleconference or videoconference in line with COVID-19 precautions. The ABF will liaise with your office about options for your involvement, including opportunities to formally open the meeting. The ABF will also provide a draft media release to your office to announce the successful candidates prior to the first meeting.

Consultation – internal/external

10. Media and Engagement Branch.

Consultation – Secretary/Commissioner

11. The Secretary and Commissioner were not consulted on the approach in the submission.

Client service implications

12. There are no client service implications.

Sensitivities

13. Should you wish for unclassified media lines to be prepared in relation to this issue, the ABF Media team would be pleased to provide them and can be contacted at media@abf.gov.au.

Financial/systems/legislation/deregulation/media implications

14. There are no financial, system, or legal implications associated with this proposal. Legal Division has advised that the Expert Advisory Group will be a non-statutory advisory structure established without legislation. Appointments made by you (Assistant Minister Wood) using executive power are not procurements and are not subject to the Commonwealth Procurement Rules.

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Attachments

- Attachment A** Full list of nominees for the Expert Advisory Group.
- Attachment B** ABF assessments of nominees.
- Attachment C** Overview of 20 nominees ranked highly suitable by ABF.

Authorising Officer
Cleared by: Dr Bradley Armstrong PSM Group Manager Customs Group Date: 26 March 2020 Ph: 02 s. 22(1)(a)(ii)

Contact Officer David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, Ph: 02 s. 22(1)(a)(ii)

- CC Secretary
- Commissioner
- Deputy Secretary Policy
- Deputy Secretary Executive

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ATTACHMENT A: MODERN SLAVERY EXPERT ADVISORY GROUP NOMINATIONS

Names are listed in alphabetical order. Attachment B sets out the ABF's assessments of each candidate.

	Name	Position	Organisation	Email
s. 47F(1)	[Redacted]			
8.	Chris Crewther	Managing Director Patron	Nineteen Consulting Tourette Syndrome Association of Australia	s. 47F(1)
s. 47F(1)	[Redacted]			

	Name	Position	Organisation	Email
s. 47F(1)				
19.	Dr Kate van Doore	Program Director	Griffith Law School	s. 47F(1)
s. 47F(1)				
34.	Kate Baker	Senior Sustainability Specialist	Telstra	s. 47F(1)
s. 47F(1)				
37.	Katie Knaggs	Group Ethical Sourcing Manager	Costa Group and the Australian Fresh Product Alliance	s. 47F(1)
s. 47F(1)				
39.	Liana Allan	Founder	Migration Alliance	s. 47F(1)
s. 47F(1)				

	Name	Position	Organisation	Email
41.	Mans Carlsson-Sweeny	Head of ESG Research	Ausbil Investment Management Limited	s. 47F(1)
s. 47F(1)				
55.	Ro Coroneos	Senior Manager, Supply Chain Risk	Lendlease Corporation	s. 47F(1)
s. 47F(1)				

	Name	Position	Organisation	Email
64.	Sebastian Conley	Sourcing Operations Manager	Country Road Group Pty & David Jones Pty Ltd	s. 47F(1)
s. 47F(1)				
66.	Sonya Rand	Sustainable Development Manager	Bunnings	s. 47F(1)
67.	Sunil Rao	Lecturer	La Trobe University	s. 47F(1)
s. 47F(1)				

ATTACHMENT B: MODERN SLAVERY EXPERT ADVISORY GROUP – NOMINATION ASSESSMENTS

The Australian Border Force (ABF) assessed all nominees against the three criteria below to identify leading experts with extensive practical experience in business and human rights and supply chain management, including procurement.

Criteria 1: Practical experience and expertise in business and human rights and/or supply chain management, including procurement.

Criteria 2: Demonstrated collaboration with Government, business and civil society

Criteria 3: Engagement with the Commonwealth *Modern Slavery Act 2018*

From: s. 47E(d)
To: David BRIGHTLING
Cc: s. 47E(d); s. 47E(d); s. 47E(d); s. 22(1)(a)(ii); s. 22(1)(a)(ii); s. 22(1)(a)(ii)
Subject: RE: Modern Slavery Expert Advisory Group Appointments: Approval Timeframes for MinSub [DLM=For-Official-Use-Only]
Date: Wednesday, 25 March 2020 12:49:05 PM
Attachments: [image001.jpg](#)
[RE Modern Slavery Expert Advisory Group Appointments Approval for a shortened timeframe for MinSub DLMFor-Official-Use-Only.msg](#)

For-Official-Use-Only

Hi David

Asst. Adviser s. 22(1)(a)(ii) has approved this approach. In writing approval attached for uploading on PDMS.

Regards

s. 22(1)(a)(ii)

Departmental Liaison Officer
Office of the Hon Jason Wood MP
Assistant Minister for Customs, Community Safety and Multicultural Affairs
Department of Home Affairs

P: 02 s. 22(1)(a)(ii) M: s. 22(1)(a)(ii)
E: s. 22(1)(a)(ii) @abf.gov.au
E: s. 47E(d) @homeaffairs.gov.au

For-Official-Use-Only

From: s. 47E(d)
Sent: Tuesday, 24 March 2020 8:57 PM
To: David BRIGHTLING
Cc: s. 47E(d); s. 47E(d); s. 47E(d); s. 47E(d); s. 47E(d); s. 22(1)(a)(ii); s. 22(1)(a)(ii); s. 22(1)(a)(ii)
Subject: RE: Modern Slavery Expert Advisory Group Appointments: Approval Timeframes for MinSub [DLM=For-Official-Use-Only]

For-Official-Use-Only

Hi David

Many thanks for this. Confirming this request is with s. 22(1)(a)(ii) for his consideration.

Regards

s. 22(1)(a)(ii)

Departmental Liaison Officer
Office of the Hon Jason Wood MP
Assistant Minister for Customs, Community Safety and Multicultural Affairs
Department of Home Affairs

P: 02 s. 22(1)(a)(ii) M: s. 22(1)(a)(ii)
E: s. 22(1)(a)(ii) @abf.gov.au
E: s. 47E(d) @homeaffairs.gov.au

The information contained in this email is classified and should not be publicly released without the authority of the Department of Home Affairs. In accordance with our long standing practices, should you wish for unclassified media lines to be prepared in relation to this issue please contact the Home Affairs Media Coordination team – media@homeaffairs.gov.au.

For-Official-Use-Only

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From: David BRIGHTLING <[redacted]@abf.gov.au>
Sent: Tuesday, 24 March 2020 7:29 PM
To: [redacted] <[redacted]@homeaffairs.gov.au>
Cc: [redacted] <[redacted]@homeaffairs.gov.au>; [redacted] <[redacted]@abf.gov.au>; [redacted] <[redacted]@ABf.gov.au>; [redacted] <[redacted]@homeaffairs.gov.au>; [redacted] <[redacted]@abf.gov.au>; [redacted] <[redacted]@abf.gov.au>; [redacted] <[redacted]@ABF.GOV.AU>

Subject: Modern Slavery Expert Advisory Group Appointments: Approval Timeframes for MinSub [DLM=For-Official-Use-Only]

For-Official-Use-Only

Dear [redacted]

As the AMO is aware, the public nomination process for the Modern Slavery Expert Advisory Group (Advisory Group) closed on 4 March.

We have undertaken an assessment of the nominees and are finalizing a Submission for the AM to approve ten nominees for the Advisory Group. I expect to have the Submission to the AM by the end of this week. In order to facilitate an announcement via media release in early April and the first meeting (via teleconference) in late April, would it be possible for approval of this Submission within a shortened timeframe **of Friday 3 April?**

Thanks and happy to discuss.

David

David Brightling

Assistant Secretary

Modern Slavery and Human Trafficking Branch

Customs Group | Australian Border Force

P: 02 [redacted] | **M:** [redacted]

Acknowledgement of Country - signature block graphic 2020



For-Official-Use-Only

From: [redacted] <[redacted]@homeaffairs.gov.au>
Sent: Tuesday, 4 February 2020 9:09 AM
To: David BRIGHTLING <[redacted]@abf.gov.au>
Cc: [redacted] <[redacted]@homeaffairs.gov.au>; [redacted] <[redacted]@abf.gov.au>; [redacted] <[redacted]@ABf.gov.au>; [redacted] <[redacted]@homeaffairs.gov.au>; Tim FITZGERALD <[redacted]@abf.gov.au>; [redacted] <[redacted]@abf.gov.au>; [redacted] <[redacted]@ABF.GOV.AU>; [redacted] <[redacted]@homeaffairs.gov.au>

Subject: RE: Modern Slavery Expert Advisory Group - proposed approach [DLM=For-Official-Use-Only]

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For-Official-Use-Only

Hi David

Confirming that the advisers have let me know that this submission with this approach may be progressed to APH for the AM's consideration.

Regards

s. 22(1)(a)(ii)

Departmental Liaison Officer
Office of the Hon Jason Wood MP
Assistant Minister for Customs, Community Safety and Multicultural Affairs
Department of Home Affairs

P: 02 s. 22(1)(a)(ii) M: s. 22(1)(a)(ii)

E: s. 22(1)(a)(ii) @abf.gov.au

E: s. 22(1)(a)(ii) @homeaffairs.gov.au

The information contained in this email is classified and should not be publicly released without the authority of the Department of Home Affairs. In accordance with our long standing practices, should you wish for unclassified media lines to be prepared in relation to this issue please contact the Home Affairs Media Coordination team – media@homeaffairs.gov.au.

For-Official-Use-Only

From: David BRIGHTLING <s. 22(1)(a)(ii) @abf.gov.au>

Sent: Thursday, 23 January 2020 2:09 PM

To: s. 22(1)(a)(ii) @homeaffairs.gov.au>; AMO DLO s. 22(1)(a)(ii) @homeaffairs.gov.au>

Cc: Ministerial Support s. 47E(d) @homeaffairs.gov.au>; ABF Government Relations s. 47E(d) @abf.gov.au>; Customs Group Exec Support

s. 47E(d) @ABf.gov.au>; MO Registration

<s. 47E(d) @homeaffairs.gov.au>; Tim FITZGERALD s. 22(1)(a)(ii) @abf.gov.au>; s. 22(1)(a)(ii)

s. 22(1)(a)(ii) @abf.gov.au>; s. 22(1)(a)(ii) @abf.gov.au>;

s. 22(1)(a)(ii) @ABF.GOV.AU>

Subject: Modern Slavery Expert Advisory Group - proposed approach [DLM=For-Official-Use-Only]

For-Official-Use-Only

Dear s. 22(1)(a)(ii),

Following the Assistant Minister's announcement on 4 December 2019 at the National Roundtable, we have been progressing work to establish the Modern Slavery Expert Advisory Group. I am writing to foreshadow a Ministerial Submission we expect to provide next week seeking the Assistant Minister's agreement to a process for establishing the Advisory Group. Prior to sending up a Submission, I wanted to test our thinking and seek your feedback on the proposed approach. The attached is a **draft** document which summarizes the proposed composition of the Advisory Group and the process for selecting members. Subject to your views, we would seek Assistant Minister Wood's agreement to write to five peak bodies asking them to participate as permanent members of the Advisory Group. The remaining ten members of the group would be selected through a public nomination process run by my Branch. Once you are comfortable with the proposal we will send up a Submission which reflects the agreed approach.

In addition, as we continue our strong focus on business engagement this year, I would also propose that the Assistant Minister write more generally to a range of business bodies in Australia to raise awareness of the *Modern Slavery Act* and seek opportunities for collaboration. I would be happy to discuss this further and answer any specific queries you have.

Thanks and regards,

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under the Freedom of Information Act 1982

David

David Brightling

Assistant Secretary

Modern Slavery and Human Trafficking Branch

Customs Group | Australian Border Force

P: 02 [REDACTED] | **M:** [REDACTED]

For-Official-Use-Only

From: s. 22(1)(a)(ii)
To: s. 47E(d)
Cc: s. 22(1)(a)(ii)
Subject: RE: Modern Slavery Expert Advisory Group Appointments: Approval for a shortened timeframe for MinSub [DLM=For-Official-Use-Only]
Date: Wednesday, 25 March 2020 12:46:33 PM

For-Official-Use-Only

Thanks s. 22(1)(a)(ii) – should be fine on our end.

s. 22(1)(a)(ii)
Assistant Adviser

Office of the Hon Jason Wood MP
Assistant Minister for Customs, Community Safety and Multicultural Affairs

M: s. 22(1)(a)(ii)
E: s. 22(1)(a)(ii) [@homeaffairs.gov.au](mailto:s.22(1)(a)(ii)@homeaffairs.gov.au)

For-Official-Use-Only



Australian Government
Department of Home Affairs

Submission

For decision

PDMS Ref. Number MS20-000136

Date of Clearance: 7 February 2020

To Assistant Minister for Customs, Community Safety and Multicultural Affairs

Subject Modern Slavery Act Expert Advisory Group and engagement with key peak industry bodies

Timing COB 14 February 2020 to facilitate timely establishment of the Modern Slavery Expert Advisory Group. This timeframe has been agreed with ^{s. 22(1)(a)(ii)} [redacted] in your office.

Recommendations

That you:

- note the first reporting period for many businesses under the *Modern Slavery Act* will end on 30 June 2020 and the Australian Border Force (ABF) is continuing to work closely with businesses to support them to comply;
- sign the letters at **Attachment B** to 15 key peak industry bodies seeking their ongoing support to promote the *Modern Slavery Act* to their members;
- agree to compose the Advisory Group with permanent representation from five peak industry bodies and up to ten additional members selected through a public nomination process detailed at **Attachment C**;
- sign the letters at **Attachment D** to: Australian Chamber of Commerce and Industry, Australian Industry Group, Business Council of Australia, the Global Compact Network Australia, and the Law Council of Australia, inviting them to nominate a representative for the Advisory Group; and

noted / please discuss

signed / not signed

agreed / not agreed

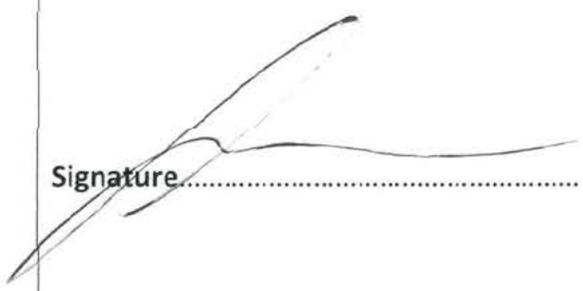
signed / not signed

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5. note ABF will seek your agreement to the proposed membership of the Advisory Group after public nominations are received.

noted / please discuss

Assistant Minister for Customs, Community Safety and Multicultural Affairs

Signature.....


11 FEB 2020

Date:...../...../2020

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Minister's Comments				
Rejected Yes/No	Timely Yes/No	Relevance <input type="checkbox"/> Highly relevant <input type="checkbox"/> Significantly relevant <input type="checkbox"/> Not relevant	Length <input type="checkbox"/> Too long <input type="checkbox"/> Right length <input type="checkbox"/> Too brief	Quality Poor 1.....2.....3.....4.....5 Excellent Comments:

Key Issues

1. This submission seeks your agreement to write to the 20 key peak industry bodies listed at **Attachment A** to encourage them to continue to promote the Modern Slavery Act (the Act) to their members. Letters to 15 of the peak industry bodies are at **Attachment B**.
2. The ABF is working closely with key peak bodies to implement the Act, including by delivering awareness-raising workshops to members, encouraging collaboration and responding to sector-specific questions. Writing to these key peak bodies will underline the Government's focus on this issue and help facilitate continued engagement and support at senior levels.
3. This submission also seeks your agreement to the ABF's proposed approach to establishing the Modern Slavery Expert Advisory Group (Advisory Group) (**Attachment C**). You announced the Advisory Group at the 4 December 2019 National Roundtable on Human Trafficking and Slavery (**MS19-003754** refers).
4. Subject to your agreement, the ABF proposes to invite representatives from the following major peak bodies to participate in the Advisory Group: Australian Chamber of Commerce and Industry, Australian Industry Group, Business Council of Australia, the Global Compact Network Australia, and the Law Council of Australia. Letters to these five peak bodies are at **Attachment D**. The letters ask the organisations to promote the Act to their members and include invitations to nominate a representative for the Advisory Group.
5. Subject to your agreement, the ABF also proposes to run a three week public nomination process to select up to ten expert Advisory Group members from business, academia and civil society. You would call for nominations through a Media Release.
6. The ABF will seek your agreement to the final proposed membership for the Advisory Group and Terms of Reference once the nomination process is complete. The ABF anticipates that the first meeting of the Advisory Group will be held in late March 2020.

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Consultation – internal/external

7. Media and Engagement Branch; Legal Division.

Consultation – Secretary/Commissioner

8. The Secretary and Commissioner were not consulted on the approach in the submission.

Client service implications

9. There are no client service implications.

Sensitivities

10. Should you wish for unclassified media lines to be prepared in relation to this issue, the ABF Media team would be pleased to provide them and can be contacted at media@abf.gov.au.

Financial/systems/legislation/deregulation/media implications

11. Subject to your agreement, ABF will work with your office to prepare a media release for you to open the nomination process for the Advisory Group.

12. There are no financial, system, or legal implications associated with this proposal.

Attachments

Attachment A List of key peak industry bodies.

Attachment B Letters to 15 key peak industry bodies.

Attachment C ABF proposal to establish the Modern Slavery Expert Advisory Group.

Attachment D Letters to five peak bodies inviting Advisory Group nominations.

Authorising Officer
Cleared by:
Bradley Armstrong Group Manager Customs Group
Date: 7 February 2020
Ph: s. 22(1)(a)(ii)

Contact Officer David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, Ph: 02 s. 22(1)(a)

- CC Secretary
- Commissioner
- Deputy Secretary Policy
- Deputy Secretary Executive

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ATTACHMENT A

Peak industry body

1. Australian Banking Association
2. Australian Chamber of Commerce and Industry
3. Australian Council of Superannuation Investors
4. Australian Food and Grocery Council
5. Australian Fresh Produce Alliance
6. Australian Industry Group
7. Australian Institute of Company Directors
8. Australian Logistics Council
9. Business Council of Australia
10. Chartered Institute of Procurement and Supply
11. Committee for Economic Development of Australia
12. Financial Services Council
13. Global Compact Network of Australia
14. International Air Transport Association
15. Industry Super Australia
16. Law Council of Australia
17. Minerals Council of Australia
18. Responsible Investment Association Australasia
19. Shipping Australia
20. Universities Australia

s. 47F(1)

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THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Australian Banking Association
PO Box H218
AUSTRALIA SQUARE NSW 1215

Dear s. 47F(1)

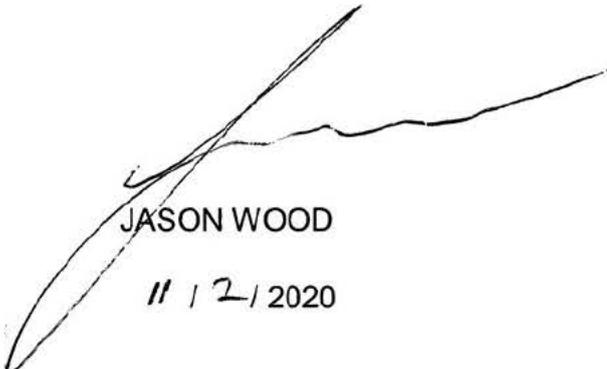
Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Australian Banking Association to support businesses and investors to meet their reporting obligations under the Act.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely



JASON WOOD
11 / 2 / 2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Australian Council of Superannuation Investors
Level 23, 150 Lonsdale Street
MELBOURNE VIC 3000

Dear

s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Australian Council of Superannuation Investors to support businesses and investors to meet their reporting obligations under the Act. I particularly want to acknowledge your organisation's work to develop modern slavery guidance for investors.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, a
s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely

JASON WOOD

11/12/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Australian Food and Grocery Council
Unit 5G, 65 Canberra Avenue
GRIFFITH ACT 2603

Dear s. 47F(1)

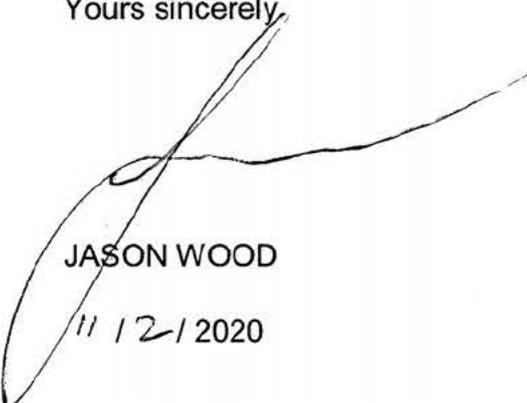
Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Australian Food and Grocery Council to support businesses to meet their reporting obligations under the Act. I appreciate your commitment to working with the Australian Border Force to raise awareness of the Act, including through holding workshops for your members.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely,


JASON WOOD

11/12/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Australian Fresh Produce Alliance
120 Spencer Street,
MELBOURNE VIC 3000

Dear ^{s. 47F(1)}

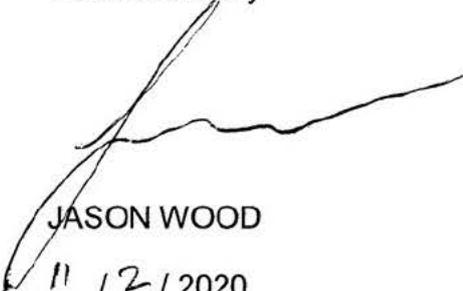
Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Australian Fresh Produce Alliance to support businesses to meet their reporting obligations under the Act.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, ^{s. 22(1)(a)(ii)} @abf.gov.au.

I look forward to working with you.

Yours sincerely


JASON WOOD

11/12/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Australian Institute of Company Directors
18 Jamison Street
SYDNEY NSW 2000

Dear s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Australian Institute of Company Directors to support businesses to meet their reporting obligations under the Act. I particularly want to acknowledge the work company directors play in driving company responses to modern slavery, and the work your organisation has undertaken to raise awareness of this issue.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, a

s. 22(1)(a)(ii)

@abf.gov.au.

I look forward to working with you.

Yours sincerely

JASON WOOD

11/12/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Australian Logistics Council
PO Box 20
DEAKIN WEST ACT 2600

Dear ^{s. 47F(1)}

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Australian Logistics Council to support businesses to meet their reporting obligations under the Act.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

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I look forward to working with you.

Yours sincerely


JASON WOOD

11/2/2020



**THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS**

Ref No: MS20-000136

s. 47F(1)

Chartered Institute of Procurement and Supply
Level 18, 461 Bourke Street
MELBOURNE VIC 3000

Dear

s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Chartered Institute of Procurement and Supply to support businesses to meet their reporting obligations under the Act. I particularly want to acknowledge the work your organisation has undertaken to raise awareness of this issue within the procurement community.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at [s. 22\(1\)\(a\)\(ii\)@abf.gov.au](mailto:s. 22(1)(a)(ii)@abf.gov.au).

I look forward to working with you.

Yours sincerely

JASON WOOD

11/12/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Committee for Economic Development of Australia
GPO Box 2117
MELBOURNE VIC 3001

Dear s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Committee for Economic Development of Australia to support businesses to meet their reporting obligations under the Act.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely

JASON WOOD

11 / 2 / 2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

International Air Transport Association
PO Box 3563
SYDNEY NSW 2001

Dear s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the International Air Transport Association to support businesses to meet their reporting obligations under the Act.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, a s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely

JASON WOOD

11/12/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Financial Services Council
Level 24, 44 Market Street
SYDNEY NSW 2000

Dear s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Financial Services Council to support businesses to meet their reporting obligations under the Act.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely

JASON WOOD

11 / 2 / 2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Minerals Council of Australia
PO Box 4497
KINGSTON ACT 2604

Dear s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Minerals Council of Australia to support businesses to meet their reporting obligations under the Act. I appreciate your commitment to working with the Australian Border Force to raise awareness of the Act, including through holding workshops for your members.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, [s. 22\(1\)\(a\)\(ii\)@abf.gov.au](mailto:s. 22(1)(a)(ii)@abf.gov.au).

I look forward to working with you.

Yours sincerely

JASON WOOD

11 12/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Responsible Investment Association Australasia
Level 3, 478 George Street
SYDNEY NSW 2000

Dear s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Responsible Investment Association Australasia to support businesses and investors to meet their reporting obligations under the Act. I particularly want to acknowledge your organisation's work to develop modern slavery guidance for investors.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

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I look forward to working with you.

Yours sincerely

JASON WOOD

11/2/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Shipping Australia
PO Box Q388
SYDNEY NSW 1230

Dear s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like Shipping Australia to support businesses to meet their reporting obligations under the Act.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, a s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely

JASON WOOD

11/2/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Universities Australia
1 Geils Court
DEAKIN ACT 2600

Dear s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like Universities Australia to support tertiary institutions to meet their reporting obligations under the Act.

The first reporting period under the Act for many of the 3,000 entities required to report, including universities, will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force's dedicated Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members. Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely

JASON WOOD

11/2/2020

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MODERN SLAVERY ACT EXPERT ADVISORY GROUP

MEMBERSHIP AND NOMINATION PROCESS

DRAFT PROPOSAL

BACKGROUND: On 4 December 2019, the Government announced that it would establish a Modern Slavery Expert Advisory Group (Advisory Group) to provide advice on key issues and strengthen business engagement to effectively implement the Modern Slavery Act.

ROLE: The Modern Slavery Act Expert Advisory Group (Advisory Group) will advise the Government on issues relating to the implementation of the *Modern Slavery Act 2018*. The Advisory Group will provide a confidential forum for the Australian Border Force (ABF) to seek expert advice on key issues, including: strategies for business engagement and awareness-raising; the design of the online register for modern slavery statements; the design and implementation of the Modern Slavery Act Recognition Scheme; and strategies for mitigating modern slavery risks in Commonwealth procurement and investments, including reviewing drafts of the Commonwealth Modern Slavery Statement.

A detailed Terms of Reference will be developed for the Advisory Group.

MEETING FREQUENCY: The Group will meet approximately four times a year. Meetings will be scheduled for half a day and will likely be held in Melbourne or Sydney. Group members will not be remunerated for their work or attendance at meetings and will be required to cover their travel costs. Group members may also be asked to provide comments and feedback on key issues and materials out of session on an ad hoc basis. Meetings are likely to be scheduled in late March, May, August and November 2020.

MEMBERSHIP: The Advisory Group will comprise of **up to 15 independent experts from business, civil society and academia.**

- **Five positions** will be permanently reserved for representatives from: the Australian Chamber of Commerce and Industry; the Australian Industry Group; the Business Council of Australia; the Global Compact Network Australia; and the Law Council of Australia. These peak bodies represent significant numbers of reporting entities. Their inclusion will ensure ongoing representation from a broad cross-section of the business sector which will assist the ABF to monitor compliance trends and leverage a depth of expertise.
- **Up to ten positions** will comprise of representatives from individual businesses, academia and civil society stakeholders from a cross section of industries and sectors. Each individual will have demonstrated relevant, practical expertise in business and human rights and supply chain management. Members in these ten non-reserved positions will serve an 18 month term, with a new nomination process to be undertaken before their term expires. This will enable the ABF to leverage independent expertise from a range of different industries and sectors over time to effectively target the knowledge and capability gaps of reporting entities.

NOMINATION PROCESS: Subject to agreement, ABF proposes that Assistant Minister Wood write to the heads of each of the five key peak bodies identified above (see [Attachment D](#)) inviting them to nominate an appropriate representative. In addition, the ABF will also run a three-week, public nomination process to select up to ten additional members for the Group. A public nomination process is likely to be well received by stakeholders. It will ensure equity and transparency in the selection process and may assist to identify stakeholders with relevant expertise that are currently unknown to ABF. This is consistent with the process undertaken to establish the drafting group that developed the Guidance for Reporting Entities under the Modern Slavery Act and with the ABF's collaborative approach to implementing the Act more broadly.

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Subject to agreement, ABF proposes that Assistant Minister Wood announce the nomination process through a media release. The ABF would promote the nomination process through social media and emails to stakeholders and assess nominations. Assistant Minister Wood would approve the individuals to be appointed to the Advisory Group.

Given the significance and profile of the Act in Australia and internationally, there will be reputational benefits for individuals appointed to the Advisory Group. The nomination and appointment process will be closely scrutinised by the public, business and civil society stakeholders. As such, it will be crucial to ensure that the process is transparent, free from any perception of bias or preferential treatment, and can withstand public scrutiny.

The ABF has identified two key risks with the nomination and appointment process. First, the potential for individuals, intentionally or otherwise, to receive commercial advantages as a result of their appointment. Second, the risk that an appointment to the Advisory Group could create a conflict of interest with an individual's employment.

To mitigate these risks, the ABF proposes to only accept nominations from individuals who do not represent or are otherwise employed by a for-profit advisory or law firm. This will avoid any possible conflicts of interests and ensure that selected individuals or organisations do not receive any benefit (whether perceived or real) by virtue of their participation on the Advisory Group. Consistent with other advisory groups established across the Portfolio, the ABF will not accept nominations from law firms or for profit advisory groups.



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Australian Chamber of Commerce and Industry
PO Box 6005
KINGSTON ACT 2604

Dear s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Australian Chamber of Commerce and Industry to support businesses to meet their reporting obligations under the Act. I appreciate your commitment to working with the Australian Border Force (ABF) to raise awareness of the Act, including through holding workshops for your members.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force (ABF) Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members.

I am also pleased to invite your organisation to nominate a representative to join the Modern Slavery Expert Advisory Group (Advisory Group), which I announced on 4 December 2019. Five positions on the Advisory Group will be reserved for representatives of key peak bodies, including your organisation. The Advisory Group will provide expert advice to Government about the implementation of the Act and your organisation's participation will ensure that the views of small and medium enterprises, including suppliers, are represented. An officer from the ABF's Modern Slavery Business Engagement Unit will be in touch with your staff to provide further information about the role of the Advisory Group and to confirm your organisation's nominee.

Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely



JASON WOOD

11/2/2020



[Redacted text block]



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Australian Industry Group
PO Box 4986
KINGSTON ACT 2604

Dear s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Australian Industry Group to support businesses and investors to meet their reporting obligations under the Act. I was pleased that the Australian Industry Group was able to attend the recent National Roundtable on Human Trafficking and Slavery on 4 December 2019 and look forward to your ongoing engagement with this important forum.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

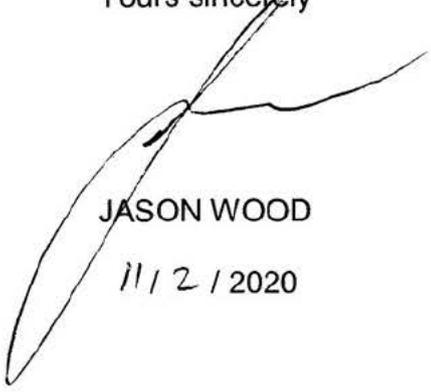
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I am also pleased to invite your organisation to nominate a representative to join the Modern Slavery Expert Advisory Group (Advisory Group), which I announced on 4 December 2019. Five positions on the Advisory Group will be reserved for representatives of key peak bodies, including your organisation. The Advisory Group will provide expert advice to Government about the implementation of the Act and your organisation's participation will ensure that the views of a broad range of sectors are represented. An officer from the ABF's Modern Slavery Business Engagement Unit will be in touch with your staff to provide further information about the role of the Advisory Group and to confirm your organisation's nominee.

Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely



JASON WOOD

11/2/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Business Council of Australia
GPO Box 1472
MELBOURNE VIC 3001

Dear

s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Business Council of Australia to support businesses and investors to meet their reporting obligations under the Act. I particularly want to acknowledge the work of the Business Council of Australia to raise awareness of this issue within the business community.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

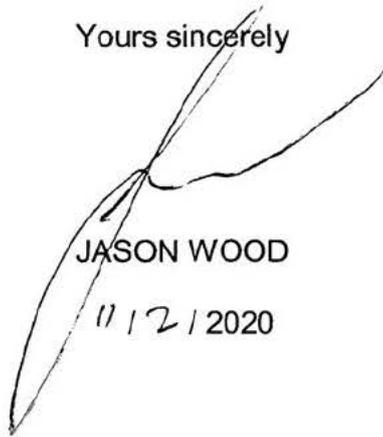
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I am also pleased to invite your organisation to nominate a representative to join the Modern Slavery Expert Advisory Group (Advisory Group), which I announced on 4 December 2019. Five positions on the Advisory Group will be reserved for representatives of key peak bodies, including your organisation. The Advisory Group will provide expert advice to Government about the implementation of the Act and your organisation's participation will ensure that the views of the business community are represented. An officer from the ABF's Modern Slavery Business Engagement Unit will be in touch with your staff to provide further information about the role of the Advisory Group and to confirm your organisation's nominee.

Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely



JASON WOOD

11/2/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Law Council of Australia
GPO Box 1989
CANBERRA ACT 2601

Dear

s. 47F(1)

Congratulations on your recent appointment. I would like to take this opportunity to thank the Law Council of Australia for its continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Law Council of Australia to support businesses to meet their reporting obligations under the Act. I particularly want to acknowledge the Law Council's role supporting the drafting of the Government's modern slavery guidance for reporting entities and ongoing engagement on this issue through the National Roundtable on Human Trafficking and Slavery.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their own first statements and assist other reporting entities prepare statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

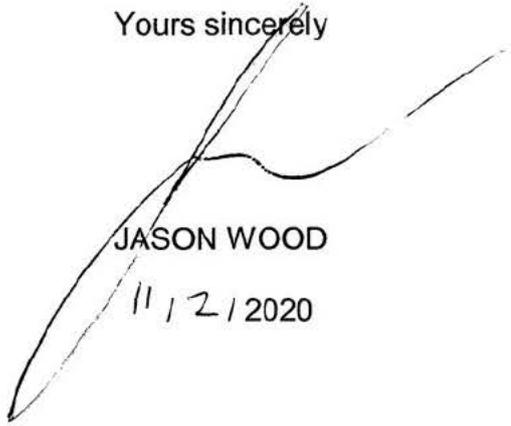
The Australian Border Force (ABF) Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members.

I am also pleased to invite your organisation to nominate a representative to join the Modern Slavery Expert Advisory Group (Advisory Group), which I announced on 4 December 2019. Five positions on the Advisory Group will be reserved for representatives of key peak bodies, including your organisation. The Advisory Group will provide expert advice to Government about the implementation of the Act and your organisation's participation will ensure that the views of the Australian legal sector are represented. An officer from the ABF's Modern Slavery Business Engagement Unit will be in touch with your staff to provide further information about the role of the Advisory Group and to confirm your organisation's nominee.

Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at s. 22(1)(a)(ii) @abf.gov.au.

I look forward to working with you.

Yours sincerely



JASON WOOD

11/2/2020



THE HON JASON WOOD MP
ASSISTANT MINISTER FOR CUSTOMS, COMMUNITY SAFETY AND
MULTICULTURAL AFFAIRS

Ref No: MS20-000136

s. 47F(1)

Global Compact Network of Australia
PO Box 12214
A'Beckett Street
MELBOURNE VIC 3006

Dear

s. 47F(1)

Thank you for your continued support of the Australian Government's work to implement the landmark *Modern Slavery Act 2018* (the Act). Peak bodies have an important role to play in raising awareness about combating modern slavery and the Government is committed to working with organisations like the Global Compact Network of Australia to support businesses to meet their reporting obligations under the Act. I particularly want to acknowledge your role supporting the drafting of the Government's modern slavery guidance for reporting entities and driving business action on this issue through your Modern Slavery Community of Practice.

The first reporting period under the Act for many of the 3,000 entities required to report will end on 30 June 2020. I am writing to seek your support in raising awareness of the Act among your members, as many of them prepare their first statements. Australia's Modern Slavery Act is the global benchmark for international best practice on responding to modern slavery in supply chains. This presents a significant opportunity for Australian businesses to demonstrate leadership on this important issue.

The Australian Border Force (ABF) Modern Slavery Business Engagement Unit is responsible for implementing the Act and provides support to businesses to comply with the legislation. This service, which is provided free of charge, may be of interest to your members.

I am also pleased to invite your organisation to nominate a representative to join the Modern Slavery Expert Advisory Group (Advisory Group), which I announced on 4 December 2019. Five positions on the Advisory Group will be reserved for representatives of key peak bodies, including your organisation. The Advisory Group will provide expert advice to Government about the implementation of the Act and your organisation's participation will ensure that the views of Australian companies taking a leadership role on combating modern slavery are represented. An officer from the ABF's Modern Slavery Business Engagement Unit will be in touch with your staff to provide further information about the role of the Advisory Group and to confirm your organisation's nominee.

Should you wish to discuss any of the issues raised above, please contact David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, at s. 22(1)(a)(ii) [redacted] @abf.gov.au.

I look forward to working with you.

Yours sincerely

A handwritten signature in black ink, appearing to read 'JASON WOOD', with a long horizontal stroke extending to the right.

JASON WOOD

11 / 2 / 2020

From: s. 47E(d)
To: David BRIGHTLING
Cc: s. 47E(d), s. 47E(d), s. 47E(d), s. 47E(d), Tim FITZGERALD; s. 22(1)(a)(ii), s. 22(1)(a)(ii), s. 22(1)(a)(ii), s. 22(1)(a)(ii)
Subject: RE: Modern Slavery Expert Advisory Group - proposed approach [DLM=For-Official-Use-Only]
Date: Tuesday, 4 February 2020 9:09:31 AM
Attachments: [Overview of Advisory Group Nomination Process and Timeframes.DOCX](#)

For-Official-Use-Only

Hi David

Confirming that the advisers have let me know that this submission with this approach may be progressed to APH for the AM's consideration.

Regards

s. 22(1)(a)(ii)

Departmental Liaison Officer
Office of the Hon Jason Wood MP
Assistant Minister for Customs, Community Safety and Multicultural Affairs
Department of Home Affairs

P: 02 s. 22(1)(a)(ii) M: s. 22(1)(a)(ii)
E: s. 22(1)(a)(ii) @abf.gov.au
E: s. 47E(d) @homeaffairs.gov.au

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For-Official-Use-Only

From: David BRIGHTLING
Sent: Thursday, 23 January 2020 2:09 PM
To: s. 22(1)(a)(ii), s. 47E(d)
Cc: s. 47E(d), s. 47E(d), s. 47E(d), s. 47E(d), s. 47E(d), s. 47E(d), Tim FITZGERALD ; s. 22(1)(a)(ii), s. 22(1)(a)(ii), s. 22(1)(a)(ii)
Subject: Modern Slavery Expert Advisory Group - proposed approach [DLM=For-Official-Use-Only]

For-Official-Use-Only

Dear s. 22(1)(a)(ii),

Following the Assistant Minister's announcement on 4 December 2019 at the National Roundtable, we have been progressing work to establish the Modern Slavery Expert Advisory Group. I am writing to foreshadow a Ministerial Submission we expect to provide next week seeking the Assistant Minister's agreement to a process for establishing the Advisory Group. Prior to sending up a Submission, I wanted to test our thinking and seek your feedback on the proposed approach. The attached is a **draft** document which summarizes the proposed composition of the Advisory Group and the process for selecting members. Subject to your views, we would seek Assistant Minister Wood's agreement to write to five peak bodies asking them to participate as permanent members of the Advisory Group. The remaining ten members of the group would be selected through a public nomination process run by my Branch. Once you are comfortable with the proposal we will send up a Submission which reflects the agreed approach.

In addition, as we continue our strong focus on business engagement this year, I would also

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propose that the Assistant Minister write more generally to a range of business bodies in Australia to raise awareness of the *Modern Slavery Act* and seek opportunities for collaboration. I would be happy to discuss this further and answer any specific queries you have.

Thanks and regards,

David

David Brightling

Assistant Secretary

Modern Slavery and Human Trafficking Branch

Customs Group | Australian Border Force

P: 02 [REDACTED] | **M:** [REDACTED]

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OVERVIEW: MODERN SLAVERY ACT EXPERT ADVISORY GROUP

BACKGROUND: On 4 December 2019, the Government announced that it would establish a Modern Slavery Expert Advisory Group to provide advice on key issues and strengthen business engagement to effectively implement the Modern Slavery Act.

ROLE: The multi-stakeholder Modern Slavery Act Expert Advisory Group (the Group) will advise the Government on issues relating to the implementation of the *Modern Slavery Act 2018*. The Group will provide a confidential forum for the Australian Border Force (ABF) to seek expert advice on key issues, including: strategies for business engagement and awareness-raising; the design of the register for modern slavery statements; the design and implementation of the Modern Slavery Act Recognition Scheme; and ways to mitigate modern slavery risks in Commonwealth procurement and investments, including reviewing drafts of the Commonwealth Modern Slavery Statement. A detailed Terms of Reference will be developed for the Group.

MEMBERSHIP: The Group will comprise of up to 15 experts from business, civil society and academia. Members will be appointed for an initial term of **18 months**. **Five positions** will be permanently reserved for representatives from: the Australian Chamber of Commerce and Industry; the Australian Industry Group; the Business Council of Australia; the Global Compact Network Australia; and the Law Council of Australia. These peak bodies represent significant numbers of reporting entities and their inclusion in the group will assist the ABF to monitor compliance trends and leverage expertise from a wide cross-section of businesses. The remaining **ten positions** will comprise of representatives from individual businesses, academia and civil society stakeholders from a cross section of industries and sectors with relevant expertise in business and human rights and supply chain management. Members in these ten non-reserved positions will serve for an 18 month term, with a new nomination process to be undertaken before their term expires. This will enable the ABF to leverage expertise from a range of different industries and sectors through the Group over time to effectively target the knowledge and capability gaps of reporting entities. The ABF proposes not to include representatives from consultancies or law firms on the Advisory Group to avoid possible conflicts and ensure that selected organisations do not receive any commercial benefits from membership.

MEETING FREQUENCY: The Group will meet approximately four times a year. Meetings will be scheduled for half a day and will likely be held in Melbourne or Sydney. Group members will not be remunerated for attendance at meetings and will be required to cover their travel costs. Group members may also be asked to provide comments and feedback on key issues and materials out of session on an ad hoc basis. Meetings are likely to be scheduled in late March, May, August and November 2020.

NOMINATION PROCESS: We propose Assistant Minister Wood **write to the five key peak bodies** identified above to invite each organisation to nominate an appropriate representative. Subject to Assistant Minister Wood's agreement, the ABF will also run a **three-week, public nomination process** in February 2020 to select up to ten additional members for the Group. A public nomination process is likely to be well received by stakeholders. It will ensure equity and transparency in the selection process and may assist to identify stakeholders with relevant expertise that are currently unknown to ABF. This is consistent with the process undertaken to establish the drafting group that developed the Guidance for Reporting Entities under the Modern Slavery Act and with the ABF's collaborative approach to implementing the Act more broadly.

Assistant Minister Wood will announce the nomination process by media release and the ABF will promote the nomination process through social media and emails to stakeholders. The ABF will assess nominations and seek Assistant Minister Wood's approval of the proposed membership.



Australian Government
Department of Home Affairs

Submission

For decision
PDMS Ref. Number MS19-003754

To Assistant Minister for Customs, Community Safety and Multicultural Affairs
Subject Modern Slavery Act - Expert Advisory Group
Timing 29 November 2019 to facilitate announcement of this initiative at the 4 December 2019 National Roundtable on Human Trafficking and Slavery.

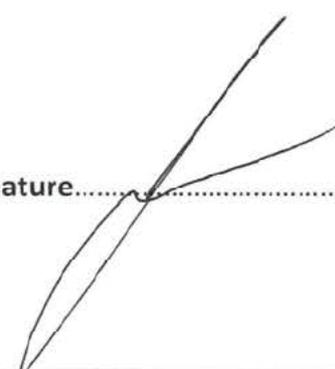
Recommendations

That you:

1. agree to establish an expert Modern Slavery Act Advisory Group (the Advisory Group)
2. agree to announce the establishment of the Advisory Group at the National Roundtable on Human Trafficking and Slavery on 4 December 2019, and
3. note the Australian Border Force will identify potential business and civil society members of the Advisory Group and will seek your agreement to the proposed membership in early 2020.

agreed / not agreed
 agreed / not agreed
 noted / please discuss

Assistant Minister for Customs, Community Safety and Multicultural Affairs

Signature.....


Date: 26/11/2019

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Minister's Comments				
<p style="font-size: 1.2em; font-family: cursive;">Ensure the Advisory Group has a balanced number of business/industry and civil society groups.</p>				
Rejected Yes/No	Timely Yes/No	Relevance <input type="checkbox"/> Highly relevant <input type="checkbox"/> Significantly relevant <input type="checkbox"/> Not relevant	Length <input type="checkbox"/> Too long <input type="checkbox"/> Right length <input type="checkbox"/> Too brief	Quality Poor 1.....2.....3.....4.....5 Excellent Comments:

Key Issues

1. This submission seeks your agreement to establish an expert Modern Slavery Act Advisory Group (the Advisory Group), comprised of select business and civil society representatives.
2. The Advisory Group will provide expert advice to the Australian Government relating to the implementation of the *Modern Slavery Act* (the Act), including business outreach, the development of the Government's Modern Slavery Statement, and the review of the Act three years after entry into force. **Attachment A** sets out a draft overview of the proposed membership and key functions of the Advisory Group. The Australian Border Force (ABF) will convene the Advisory Group using existing resources.
3. Establishing the Advisory Group will highlight the Australian Government's commitment to working with business and civil society to combat modern slavery and support our role as an international leader on this issue. We expect key business and civil society stakeholders to support this initiative.
4. Subject to your agreement, the ABF proposes that you announce the establishment of the Advisory Group at the National Roundtable on Human Trafficking and Slavery on 4 December 2019.
5. Following your announcement, the ABF will identify and seek your agreement of between 10 to 15 Advisory Group members representing a range of business and civil society interests. ABF recommends that four places on the Advisory Group be reserved for the following peak business bodies: the Business Council of Australia; the Australian Industry Group; the Australian Chamber of Commerce and Industry; and the Global Compact Network Australia.
6. We propose that you write letters of invitation to the organisations identified by the ABF in early 2020.

Consultation – internal/external

7. No consultation required.

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Consultation – Secretary

8. The Secretary was not consulted on the approach in the submission.

Consultation – Commissioner

9. The Commissioner was not consulted on the approach in the submission.

Client service implications

10. Nil

Sensitivities

11. In accordance with our long standing practices, should you wish for unclassified media lines to be prepared in relation to this issue please contact the Home Affairs Media Coordination team – media@homeaffairs.gov.au.

Financial/systems/legislation/deregulation/media implications

12. The ABF will convene and operate the Advisory Group using existing resources. No additional funding is required to support this initiative.

Attachments

Attachment A Overview of the Advisory Group’s role and functions

<p>Authorising Officer</p> <p>Cleared by:</p> <p>Matthew Duckworth A/g Group Manager Customs Group</p> <p>Date: 18 November 2019 Ph: 02 s. 22(1)(a)(ii)</p>

Contact Officer David Brightling, Assistant Secretary, Modern Slavery and Human Trafficking Branch, Ph: 02 s. 22(1)(a)(ii)

- CC**
- Secretary
 - ABF Commissioner
 - Deputy Secretary Policy
 - Deputy Secretary Corporate and Enabling

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OVERVIEW OF EXPERT MODERN SLAVERY ACT IMPLEMENTATION ADVISORY GROUP

MEMBERSHIP: The Advisory Group will comprise between 10 and 15 expert members. The Australian Border Force (ABF) proposes that the Advisory Group include representatives from four major business peak bodies: the Business Council of Australia; the Australian Industry Group; the Australian Chamber of Commerce and Industry; and the Global Compact Network Australia. The ABF anticipates the remaining Advisory Group members will include additional businesses and/or business organisations and civil society representatives.

MEETING FREQUENCY: The Advisory Group will meet face-to-face or via teleconference approximately four times per year. The Advisory Group will also conduct work by email as required. Advisory Group members will be expected to contribute 5-10 hours of time per quarter to Advisory Group work, in addition to attending meetings.

KEY FUNCTIONS: The core function of the Advisory Group will be to provide expert advice to the ABF about the implementation of the Modern Slavery Act. This will include:

- shaping the ABF's strategy for engagement with reporting entities, including awareness-raising events and materials
- supporting the development of guidance materials for reporting entities and small businesses,
- providing advice on a Modern Slavery Ministerial Recognition Scheme (MS19-003736 refers); and
- providing advice on the development of the Australian Government's Modern Slavery Statement, including key actions to assess and address potential modern slavery risks in government procurement and investments.

COSTS: Costs associated with the Advisory Group will be met using existing resources. Advisory Group members will not be remunerated for their time and will cover their own travel costs.