



**Minutes of the  
ANNUAL GENERAL MEETING  
of the  
AUSTRALIAN FEDERATION OF INTERNATIONAL  
FORWARDERS Ltd (AFIF)**

**Bonnie Doon Golf Club  
Banks Avenue,  
Pagewood NSW 2035**

*4.00pm, 25<sup>th</sup> November, 2010*

A statement regarding meeting compliance guidelines was read out by the CEO.

**1. Apologies**

The list of those persons who had given an apology of their inability to attend the AGM was read out and appears at the end of these minutes in addition to the attendee list.

**2. Minutes of Previous Meeting**

The Minutes of the previous meeting held at the Bonnie Doon Golf Club, Banks Avenue, Pagewood, NSW 2035 on November 26<sup>th</sup>, 2009, was approved as a true record on the motion of Stuart McFarlane (Yusen Global Logistics), seconded by Elton McKay (Accord Logistics). All in favour.

**3. Chairman's Report**

The Chairman highlighted a number of items from his previously prepared report, which is appended to these minutes as an attachment.

**4. Financial Report**

The Chairman confirmed that a copy of the full audited accounts of the Federation had been circulated with the papers for the annual general meeting and he called for any questions or comments in regard to the report.

There being no comments or questions, the report was approved on the motion of Dennis O'Brien (APC Logistics), seconded Jim Merrigan (Maltacourt Australia). All in favour.

## **5. CEO Report**

Brian Lovell highlighted several items from his report.

### **Full report as follows :-**

*The past year has seen an emergence from the challenge of what Australia called the Global Financial Crisis ('GFC'). After steady growth the pace has changed a little and with the increasing strength of the Australian dollar, Exporters will find it increasingly tough.*

*As the movers of trade related goods, our members are always directly affected by changing economic conditions to a great extent. Forwarders being the type of enterprising organisations that they are, have been amazingly resilient and have once again demonstrated their strength and expertise.*

*In general terms, the year has thrown up the usual array of issues confronting our industry and as I write this summary, the effects of the US Transportation Safety Administration (TSA) rules following the recent aircargo incidents emanating from Yemen will create another difficult round of operational impediments to US bound aircargo movements.*

*In terms of your Federation, we are happy to report that AFIF is financially sound and details of our results can be found in the audited accounts and accompanying Annual Financial Report, as previously circulated.*

*We are continually mindful of the cost of running the various business units and whilst our resources are frequently stretched, we are progressively growing the business for the benefit of our membership and the industry in general.*

*The Chairman will, in his report, be covering some of the developments in working more closely with the CBFCA towards creating a single representative body for our industry.*

*My report will summarise a selection of the major areas of our activity on your behalf during the year and includes some specific matters which we believe will be of importance to you and we will elaborate on these further at the AGM on November 25<sup>th</sup>.*

### **A. AIRFREIGHT**

#### **i) US Aviation Security Rule Changes following Incidents in October 2010**

*Following the issuance by the US TSA of their Emergency Amendment to security measures for all inbound air carriers re, the Australian Government Office of Transport Security (OTS) convened several teleconferences over a short period of time with industry representatives, including myself from AFIF to discuss the details of the new "**Elevated Cargo Risk**" provisions.*

*Following this, AFIF issued a summary of the new rules to members. The most contentious of which relates to a restriction on any forwarder lodging cargo where they have not had 'an established business relationship of more than 30 calendar days'. This is in conflict with our current 'Known Shipper / Regular Customer' provisions under the Aviation Security Act and contained within RACA TSP protocols.*

*As a result of raising this concern, the Australian Govt OTS gave AFIF an opportunity to offer suggestions for mitigation of this rule which they might present to the US TSA. After discussing options within AFIF and also with the CBFCA, we made submission to the OTS on Monday, November 15<sup>th</sup>. At the time of preparing this report, we await the outcome of OTS negotiations with US TSA.*

**ii) IATA E-Freight – update on current progress**

*During the year AFIF has been taking the e-freight issues to a wider audience and has met directly with key IATA Personnel in the Asia Pacific region through the Federation of Asia Pacific Aircargo Association meeting (FAPAA) in June and again raised the issues at the FIATA World Congress in Bangkok in October. In discussing these matters, AFIF representatives met with the new head of IATA Cargo, Mr Des Vertannes and Mr Wong Hong, Regional Director, Asia Pacific.*

*The message we are delivering is that IATA must try to coordinate its Airline members to introduce mandatory dates for the electronic Mawb (e-awb), together with Manifest and Hawb info. The remaining documents to be converted can still be pursued but in the meantime are usually scanned and sent ahead by the Forwarder to destination. AFIF believes that e-freight should be about converting to electronic information the three main airline/ forwarder documents.*

**B. Seafreight:**

**Port Botany landside improvement issues.**

*During the year, we have witnessed Sydney Ports beginning to implement the first stage of the powers delegated to them by the NSW Government aimed at alleviating congestion and inefficiencies surrounding the landside interface at Port Botany. At the same time the development of the new wharf and berths adjacent to the existing terminal are slowly taking shape. Once commissioned in 2012, the global Stevedoring company, Hutchison Ports will commence operations, which will automatically increase capacity throughput and competition in the precinct. One would also hope that at the same time this facility may assist in alleviating the backlog and inconvenience constantly experienced at the Port.*

**C. Legislative changes to the application of GST to DDP/DDU and Export**

*Members would recall that following a major project by AFIF, CBFCA and others in a group (AITSP) formed to address the problem of the application of GST law in DDU/DDP shipments and exports, the Government introduced legislation in July 2010 amending certain sections of the relevant legislation to provide clarity in these matters.*

*Inadvertently, or consequentially, other issues arose surrounding the 'place of*

*consignment'; the differential treatment of imports relevant to FOB and C&F and the related issue of the landside charges for inclusion in the VOTI for Customs purposes.*

*With the assistance of our industry AITSP group and assisted by tax law expertise, the ATO have conducted a number of 'field exercises' in order to gain an understanding of industry practices in order to make a further determination and issue updated notices to industry.*

*Once the final conclusions are drawn up by the ATO, our group will be further consulted and we will keep members informed.*

#### **D. Education and Training**

##### **i) A Degree in International Freight Forwarding and Logistics)**

*In September, AFIF was delighted to announce that it had received considerable funding for the development of a specific degree in International Freight Forwarding and Logistics.*

*Upon receiving authorisation of the grant from the Cargo Automation Development Fund (CADF), a trust managed by Tradegate Australia Ltd, AFIF began working towards formalising the agreement between itself and the University of Tasmania's Australian Maritime College (AMC), to offer the Degree.*

*The Degree will, for the first time in Australia, offer a definitive career pathway for school leavers and new entrants to the industry and will also give those already in the industry an opportunity to join the program by recognition of prior learning through TAFE and other institutions offering relevant Certificate and Diploma level courses. The funding will enable writing of, primarily, the second and third year level industry specific degree subjects by industry experts. These people will work closely with AFIF and the AMC to ensure the content is relevant to the Australian international forwarding industry.*

*Whilst it has taken over two years of funded research and scoping to get to this point, it will ultimately help this industry sector achieve the long awaited recognition, professionalism and accreditation it deserves. Furthermore, the tertiary education received from the expertise of others will help to underpin the future of this industry and enable graduates to ultimately attain the highest levels of leadership within the industry.*

*With the partnership agreement in place, AFIF will be working with the AMC and the University of Tasmania and will source the appropriate level of expertise within both the local and international forwarding industry. It is envisaged that the Degree course, available either by distance learning or on campus at the University, will be offered during 2011 and students may enrol prior to the completion of the writing of the final year subjects. Future plans will include the development of a Masters Degree, which may well interest current senior level executives within our industry.*

*AFIF wishes to thank members of AFIF who have supported this initiative in its development, together with the Board of AFIF, the Education Sub-Committee and the Board of the trustees of the 'CADF' for their vision and insight.*

*More details will be made available as progress on the development continues.*

**ii) AFIF & CBFCA Dangerous Goods by Sea Training project**

*AFIF and CBFCA continue to jointly offer an on-line training package to allow staff of members to meet the mandatory Dangerous Goods by Sea training requirements as laid down by the International Maritime Organisation (IMO) in its Dangerous goods (IMDG) code. The accreditation and assessment standards will be policed by the Australian Maritime Safety authority (AMSA) from January 2010.*

*We have since added a face-to-face group / classroom option, primarily to assist those with large numbers of people to train quickly to the new standards and for those who may find it difficult to allow staff access to PC's (drivers / warehouse staff). **We are also looking to acquire a more user friendly on-line training package for 2011.***

**iii) AFIF & CBFCA RACA Quality Assured Security Training**

*The AFIF and CBFCA RACA on-line training Program, the first of its type to be accredited under the Government Office of Transport Security (OTS) 'Quality Assured' training framework, was first offered to members in 2008. Since that time, we have streamlined the application and assessment systems to improve the usability of the program and it continues to be well supported and received by the combined membership of AFIF and CBFCA.*

*We have now developed a face-to-face, instructor led 'Awareness' training program and a self-paced workbook for those without the opportunity to use a computer and unable to attend group sessions.*

**E. Modernisation of Industry Employment Awards.**

*Since the election of the current Federal Labour Government, a process of modernisation and rationalisation of all industry Awards has been in progress. Our industry was categorised as **Clerks - 'Private Sector' Award 2010.***

*Members were advised in the form of a Briefing Paper outlining the provisions of the National Employment Standards underpinning all Awards, together with details of the applicable new Award itself, in December 2009.*

**F. Legal and Compliance**

*During the year we have continued to provide members with both generic and specific guidance on relevant legal compliance matters that may have an effect on their businesses.*

**G. General**

*There are many other issues being handled at any one time and AFIF Directors and representatives are necessarily active on many committees and Boards. The following is a summary of the major national and international external committees:*

- **Customs and Border Protection (CBP) National Consultative**

**Committee (CBPNCC):-**

*The peak consultation body for discussion between Customs and Industry on trade facilitation issues.*

- **CBP Admin Policy and Legislation & Service Delivery Sub-Committees.** *AFIF is represented on both these sub-committees of the CBPNCC.*
- **Tradegate Australia:-**  
*Our industry sector (Categories 2 & 3) is represented by five Directors who cover the Forwarder & Customs Broker interests and also those of depot operators. Brian Lovell, AFIF CEO was elected to the Board in November 2009.*
- **AQIS & Industry Cargo Consultative Committee (AICCC):-**  
*The peak body for consultation between AQIS and our Industry. AFIF representatives also participate in the sub-groups formed under the banner of Industry Working Group on Quarantine (IWGQ).*
- **IATA Cargo Executive Council:-**  
*AFIF has three representatives on the 5 person industry committee who meet with IATA and their Airline members to discuss IATA Resolutions and Agency Accreditation matters.*
- **Office of Transport Security (OTS) Aviation Security Cargo Working Group:-**  
*AFIF is represented on this committee who meet quarterly to review requirements in regard to the RACA and AACA Aviation Security programs. This group has been busy considering changes to the programs and the early stages of the development of a 'Regulated Shipper' Program for implementation by 2012.*
- **Australian Dangerous Goods Air Transport Council**  
*Industry body representing movers of Dangerous Goods by Air. This body meets with the Civil Aviation Safety Authority (CASA) on a quarterly basis. AFIF DG training instructors represent AFIF member interests.*
- **CBP NSW Trade Facilitation Forum (TFF)**  
*Quarterly meeting of representatives of AFIF and CBFCA with senior NSW Customs executives to discuss current local issues, services, statistics, compliance and other matters in regard to Customs clearance and Cargo reporting.*
- **Australian Maritime Transport Arbitration Committee**  
*AFIF is a foundation member of this body formed to provide cost effective mediation to assist parties in disputes relating to maritime issues, which would normally involve expensive litigation.*
- **Sydney Ports Cargo Facilitation Committee (SPCFC)**

*AFIF representatives participate in this committee where issues affecting the landside interface with Sydney Port operators are discussed.*

- **FIATA:**

*FIATA is the World body of Freight Forwarder Associations. The various forums discuss ways in which to standardise worldwide forwarding practices.*

*AFIF and CBFCA are joint members for Australia under the 'FIFCBA' banner and are well represented at the Annual World Congress. Former AFIF Chairman Barry Vining is a Vice-President of FIATA for the Asia-Pacific Region.*

- **APAA (Federation of Asia - Pacific Aircargo Associations):**

*AFIF holds the current position of permanent part-time Secretariat for the FAPAA group and is also a past-Chairman. FAPAA is very active in developing solutions to issues of concern to air forwarders of this region.*

## **H. AFIF Events 2010**

### **i) BAFA 2010 Conference**

*The 2010 BAFA 'New Horizons' conference - the inaugural joint AFIF and CBFCA national Conference - was held at the Hyatt Regency, Coolumb, Qld, between October 14<sup>th</sup> and 16<sup>th</sup>. The 330 attendees provided detailed written feedback at the conclusion of the event and the overwhelming majority reported that the joint event had been both a technical and networking success.*

*In addition the sponsors, who are so vital to an event such as this, were also enthusiastic in their support of the joint event status and hoped that this format would continue.*

*At the time of the meeting AFIF were unable to confirm the dates and location for the 2011 event and parties are currently discussing these aspects and will advise members in the very near future. (Note : Hamilton Island, October 19 – 21 will be the venue)*

### **ii) AFIF Annual Charity Golf Day 2010**

*On August 24<sup>th</sup>, 128 players in 32 teams lined up for the 6<sup>th</sup> AFIF Annual Charity Golf Day, held at the Twin Creeks Golf Course in Sydney.*

*The after game festivities included entertaining stories from special guest M.C. Rebecca Wilson - TV presenter and Journalist, together with a lively charity auction.*

*The fund raising activities also included sponsorships; raffle prizes and golf competitions. After all costs had been taken into account, the resulting net margin was in excess of \$23,000.00.*

*This was a very satisfying outcome, especially considering the still fragile economic climate. The beneficiary charity this year was Cystic Fibrosis Australia NSW, who were*

*absolutely delighted! This year's winning golf team was: BCR Freight.*

*The total amount raised by AFIF in the six (6) annual charity golf days to date has now exceeded \$137,000. Members are to be congratulated for their generosity !*

#### **I. Other AFIF activities:**

*We are also delighted to announce that with effect from December 2010, AFIF has been appointed the GSA for OAG air cargo publications and products and we will be advising the members of full details of the products and how to order in due course. Our website will provide the conduit for the information and ordering on-line process. This sales facility will provide members with an easier ordering and customer service facility for OAG products and also provide a small additional financial return for their industry Association.*

*The annual publication sales agency contract with IATA Montreal continues to operate well and we can report that the projected figures will benefit the Association. The margin return on the sale of the IATA DG and other technical manuals and CD's, are channeled into benefits on behalf of the membership.*

*There has been much activity in our training program, both in terms of student numbers and in planning for the future needs of our industry members. In addition to the previously highlighted AFIF/CBFCA RACA Security and the IMDG Code Sea Dangerous goods on-line and face to face training, the vocational training programs we offer in combination with Frontline Resources Management / myfreightcareer, including the revised import air and Import / export sea procedures training programs, have proven to be very popular.*

*The Industry Traineeship partnership with myfreightcareer is progressing well with student numbers growing all the time. The program provides a unique opportunity for new industry entrants offering a well constructed industry apprenticeship scheme.*

#### **J. In conclusion:**

*I would like to offer thanks to my hard working, enthusiastic administration team at the AFIF Secretariat Office and to our instructors who deliver the vital industry training programs.*

*I would like to thank our energetic Chairman and the AFIF Board of Directors, together with our State representative and other committee members, for giving up their valuable time to represent members in tackling a variety of issues in order to maintain the welfare of our Industry.*

*Finally and most importantly, a big thank you to our loyal members for your continuing support and on behalf of everyone at AFIF, our very best wishes for a successful 2011.*

*As it is close to the end of the year, may I also take the opportunity to wish you a Merry Christmas and a happy, safe, New Year to you all.*

## **AGM Meeting (Continued)**

### **6. Appointment of Auditor for 2009 / 2010 Financial Year**

The Chairman advised that the current auditor Mr. Greg Thompson, of Thompsons Australia had confirmed that he would be happy to continue to audit the accounts of AFIF and on the motion of Robert Kasch (DHL Global Forwarding), seconded by Jeff Talbot (Hellmann Worldwide Logistics), it was resolved to retain the current auditor. All in favour.

### **7. Election of Directors**

The CEO gave an explanation of the election process as per the AFIF Constitution and notified the meeting that the following Directors had been elected :-

Daniel Andersen	Toll Global Forwarding
Paul Angel	IJS Global
David Finnie	Clasquin
Paul Golland	Mainfreight International
Thomas Hansen	Rohlig Australia
Chris Jensen	Geodis Wilson Australia
Robert Kasch	DHL Global Forwarding
Jacqui McCombie	Globelink International
Jim Merrigan	Maltacourt Australia
Jeff Talbot	Hellmann Worldwide Logistics

The above named persons were duly ratified by the membership present at the meeting on the motion of Elton McKay (Accord Logistics), seconded by Stuart McFarlane (Yusen Global Logistics). All in favour.

The new Directors would elect their executive office bearers and portfolio leaders at the first meeting of the new Board on February 03<sup>rd</sup>, 2011.

### **7. Other Business**

The CEO reported that there were no items of general business forwarded to the Secretariat for inclusion in the AGM.

There being no further other general business, the Chairman closed the meeting at 4.35pm and invited all present to partake of refreshments.

Signed as a true record of proceedings.

**Paul Golland, Chairman** .....

**APOLOGIES**

<b>COMPANY</b>	<b>NAME</b>
Airlift International Freight	Chris Channell
Cargo Community Network	Scott McCorquodale
Clasquin Australia	David Finnie
Geodis Wilson	Chris Jensen
Globelink International	Jacqui McCombie
IJS Global	Paul Angel
Rohlig Australia	Thomas Hansen
Scorpion / Powerhouse	Leigh Bryant
Toll Global Forwarding	Daniel Andersen

**ATTENDEES LIST**

<b>COMPANY NAME</b>	<b>ATTENDEE</b>
Accord Logistics (Australia)	Elton McKay
AFIF	Brian Lovell
APC Logistics	Dennis O'Brien
DHL Global Forwarding	Robert Kasch
Famous Pacific Shipping Australia	Frederick Goh
Hellmann Worldwide Logisitcs	Jeff Talbot
Hillzinger Gibbons	Jason Gibbons
Mainfreight International	Paul Golland
Maltacourt Australia	Jim Merrigan
VIP Management	Barry Vining
Yusen Global Logistics	Stuart McFarlane