



17 April 2024

Annie Butler  
Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: [fedsec@anmf.org.au](mailto:fedsec@anmf.org.au)

cc: NT Branch secretary@anmfnt.org.au

Dear Annie Butler

### Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation (AR2023/53).

A list of those changes has been summarised in Appendix A at the end of this letter.

#### What you need to do right now

- Any person who has been elected or appointed to a new office that has financial management duties (which usually includes all the committee of management) **MUST** do [financial training](#) or [obtain an exemption](#)
- Inform all officers of their [disclosure obligations](#)
- Consider giving your new officers the link to the Commission's [Officer Induction Kit](#)

These next steps are explained below in more detail.

Financial training must be done within 6 months

Any officer who has been elected or appointed to a new office that has financial management duties must complete [financial training](#) (or obtain an exemption) **within 6 months** after taking office (section 293K of the *Fair Work (Registered Organisations) Act 2009* (RO Act)).

The organisation is responsible for this requirement. You should arrange for the relevant officers to have training as soon as possible.

Good governance processes around financial training are highly recommended. These include:

- keeping a list of all offices that have financial management duties

- having a single person or officer responsible for overseeing the process
- collecting records of who has done training or obtained an exemption, including any certificates and exemption letters
- doing refresher courses for officers who have been re-elected to the same office (and are not required to do training under the RO Act)
- extending training to non-officers who are essential to your financial processes



#### **Officer financial training audit**

An audit by the Commission into officer training found that organisations frequently misunderstood **which** officers are required to do training.

To help with this we have an [officer training online panel](#) with examples explaining what triggers the need to do training and how to identify the offices that require it.

Further information about training is provided in our [officer financial training fact sheet](#).

#### **Help for new officers: Officer Induction Kit**

The Commission has created an [Officer Induction Kit](#) to assist new officers. The Kit has resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates, disclosures and other reporting obligations.

Please direct your officers to the kit which is on the Commission's [officers and disclosures](#) page.

#### **Disclosure obligations: what officers must do**

All officers are required to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the Commission's [Disclosures Fact Sheet](#).

The organisation and officers are both responsible for meeting this obligation.

#### **Time frames for notifications of change**

Notifications of change must be lodged within 35 days of the change occurring (regulation 151 *Fair Work (Registered Organisations) Regulations 2009*).

Resources to help you make your notifications of change

Notifications of change are vitally important to maintain the transparency of an organisation to its members. They empower members to hold the organisation properly to account for its decisions.

To ensure that organisations get these notifications right we have created resources to help you understand the notification of change requirement and complete it quickly.

These resources include:

- [notification of change template](#)
- a podcast that answers the question – [who is an officer?](#)
- and a [fact sheet on notifications of change](#) that explains the requirement



#### **eLearning module – notifications of change**

The Commission has launched an eLearning module to assist organisations in understanding when a notification of change is required.

The [eLearning module](#) is available on our website.

It will take approximately 20 minutes and has a short quiz at the end to help you test your knowledge.

Please contact 1300 341 665 or [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au) if you have any questions or would like to discuss this matter further.

Yours sincerely

**Fair Work Commission**

# Appendix A

The table below outlines the changes notified and when they were lodged.

Our records have been updated.

The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
27 March 2024	NT Branch	Vice President Branch Executive (2) Branch Councillor (3) Branch President	Yes

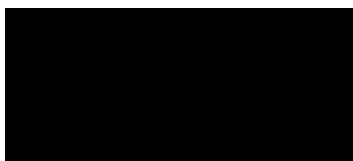


## **NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Catherine Hatcher, being the Branch Secretary of the Australian Nursing & Midwifery Federation Northern Territory (NT) Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:

A black rectangular box redacting the signature of Catherine Hatcher.

Dated: 27 March 2024

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within **35 days**. It can be submitted to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au)].

## ANNEXURE A

THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

**Changes to Offices and Office Holders in the Organisation and its Branches:**

- the Fair Work Commission must be notified within **35 days** of the change.
- the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change.

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
NT Branch	26/02/2024	Vice President	Ruth Preuss	Naomi Grimshaw	PO Box 42533, Casuarina NT 0811	Registered Nurse
NT Branch	26/02/2024	Branch Executive	Naomi Grimshaw	Erin McKenzie	PO Box 42533, Casuarina NT 0811	Enrolled Nurse
NT Branch	26/02/2024	Branch Executive	Vacant (was Jodi Knoop)	Kirsten Thompson	PO Box 42533, Casuarina NT 0811	Registered Nurse
NT Branch	26/02/2024	Branch Councillor	Erin McKenzie	Andrew Urquhart	PO Box 42533, Casuarina NT 0811	Registered Nurse
NT Branch	26/02/2024	Branch Councillor	Kirsten Thompson	Jane Whitehead	PO Box 42533, Casuarina NT 0811	Registered Nurse
NT Branch	26/02/2024	Branch Councillor	Vacant (was R. Lamont)	Kylie Reynolds	PO Box 42533, Casuarina NT 0811	Registered Nurse
NT Branch	21/03/2024	Branch President	Trevor Bason	Vacant	Vacant	Vacant
NT Branch	25/03/2024	Branch President	Vacant	Naomi Grimshaw	PO Box 42533, Casuarina NT 0811	Registered Nurse
NT Branch	25/03/2024	Vice President	Naomi Grimshaw	Carol Tillotson	PO Box 42533, Casuarina NT 0811	Registered Nurse
NT Branch	25/03/2024	Branch Executive	Carol Tillotson	Vacant	PO Box 42533, Casuarina NT 0811	RN/RM



14 February 2024

Annie Butler  
Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: [fedsec@anmf.org.au](mailto:fedsec@anmf.org.au)

cc: ACT Branch [anmfact@anmfact.org.au](mailto:anmfact@anmfact.org.au)

Dear Annie Butler

### Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation (AR2023/53).

A list of those changes has been summarised in Appendix A at the end of this letter.

#### What you need to do right now

- Any person who has been elected or appointed to a new office that has financial management duties (which usually includes all the committee of management) **MUST** do [financial training](#) or [obtain an exemption](#)
- Inform all officers of their [disclosure obligations](#)
- Consider giving your new officers the link to the Commission's [Officer Induction Kit](#)

These next steps are explained below in more detail.

Financial training must be done within 6 months

Any officer who has been elected or appointed to a new office that has financial management duties must complete [financial training](#) (or obtain an exemption) **within 6 months** after taking office (section 293K of the *Fair Work (Registered Organisations) Act 2009* (RO Act)).

The organisation is responsible for this requirement. You should arrange for the relevant officers to have training as soon as possible.

Good governance processes around financial training are highly recommended. These include:

- keeping a list of all offices that have financial management duties

- having a single person or officer responsible for overseeing the process
- collecting records of who has done training or obtained an exemption, including any certificates and exemption letters
- doing refresher courses for officers who have been re-elected to the same office (and are not required to do training under the RO Act)
- extending training to non-officers who are essential to your financial processes



#### **Officer financial training audit**

An audit by the Commission into officer training found that organisations frequently misunderstood **which** officers are required to do training.

To help with this we have an [officer training online panel](#) with examples explaining what triggers the need to do training and how to identify the offices that require it.

Further information about training is provided in our [officer financial training fact sheet](#).

#### **Help for new officers: Officer Induction Kit**

The Commission has created an [Officer Induction Kit](#) to assist new officers. The Kit has resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates, disclosures and other reporting obligations.

Please direct your officers to the kit which is on the Commission's [officers and disclosures](#) page.

#### **Disclosure obligations: what officers must do**

All officers are required to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the Commission's [Disclosures Fact Sheet](#).

The organisation and officers are both responsible for meeting this obligation.

#### **Time frames for notifications of change**

Notifications of change must be lodged within 35 days of the change occurring (regulation 151 *Fair Work (Registered Organisations) Regulations 2009*).

Resources to help you make your notifications of change

Notifications of change are vitally important to maintain the transparency of an organisation to its members. They empower members to hold the organisation properly to account for its decisions.

To ensure that organisations get these notifications right we have created resources to help you understand the notification of change requirement and complete it quickly.

These resources include:

- [notification of change template](#)
- a podcast that answers the question – [who is an officer?](#)
- and a [fact sheet on notifications of change](#) that explains the requirement



#### **eLearning module – notifications of change**

The Commission has launched an eLearning module to assist organisations in understanding when a notification of change is required.

The [eLearning module](#) is available on our website.

It will take approximately 20 minutes and has a short quiz at the end to help you test your knowledge.

Please contact 1300 341 665 or [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au) if you have any questions or would like to discuss this matter further.

Yours sincerely

**Fair Work Commission**

# Appendix A

The table below outlines the changes notified and when they were lodged.

Our records have been updated.

The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
7 February 2024	ACT Branch	Branch Secretary	Yes



Australian  
Nursing &  
Midwifery  
Federation  
AUSTRALIAN CAPITAL TERRITORY

2/53 Dundas Court  
Phillip ACT 2606

PO Box 4  
Woden ACT 2606

ABN 41 698 088 660

**NOTIFICATION OF CHANGES TO RECORDS** (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009

I, Athalene Rosborough being the Branch President of The Australian Nursing & midwifery Federation ACT Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Fair Work (Registered Organisations) Act 2009:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: Athalene Rosborough

Branch President

Dated: 7/2/2024

## ANNEXURE A

Changes to Offices and Office Holders in the Organisation and its Branches

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
ACT Branch	06 February 2024	Secretary	Matthew Daniel	Carlyn Fidow	2/53 Dundas Court Phillip ACT 2606	Registered Nurse





31 January 2024

Annie Butler  
Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: fedsec@anmf.org.au

cc: ACT -anmfact@anmfact.org.au  
WA- reception@anfiuwp.org.au

Dear Annie Butler

### Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation (AR2023/53).

A list of those changes has been summarised in Appendix A at the end of this letter.

#### What you need to do right now

- Any person who has been elected or appointed to a new office that has financial management duties (which usually includes all the committee of management) **MUST** do [financial training](#) or [obtain an exemption](#)
- Inform all officers of their [disclosure obligations](#)
- Consider giving your new officers the link to the Commission's [Officer Induction Kit](#)

These next steps are explained below in more detail.

Financial training must be done within 6 months

Any officer who has been elected or appointed to a new office that has financial management duties must complete [financial training](#) (or obtain an exemption) **within 6 months** after taking office (section 293K of the *Fair Work (Registered Organisations) Act 2009* (RO Act)).

The organisation is responsible for this requirement. You should arrange for the relevant officers to have training as soon as possible.

Good governance processes around financial training are highly recommended. These include:

- keeping a list of all offices that have financial management duties
- having a single person or officer responsible for overseeing the process
- collecting records of who has done training or obtained an exemption, including any certificates and exemption letters
- doing refresher courses for officers who have been re-elected to the same office (and are not required to do training under the RO Act)
- extending training to non-officers who are essential to your financial processes



#### **Officer financial training audit**

An audit by the Commission into officer training found that organisations frequently misunderstood **which** officers are required to do training.

To help with this we have an [officer training online panel](#) with examples explaining what triggers the need to do training and how to identify the offices that require it.

Further information about training is provided in our [officer financial training fact sheet](#).

#### **Help for new officers: Officer Induction Kit**

The Commission has created an [Officer Induction Kit](#) to assist new officers. The Kit has resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates, disclosures and other reporting obligations.

Please direct your officers to the kit which is on the Commission's [officers and disclosures](#) page.

#### **Disclosure obligations: what officers must do**

All officers are required to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the Commission's [Disclosures Fact Sheet](#).

The organisation and officers are both responsible for meeting this obligation.

#### **Time frames for notifications of change**

Notifications of change must be lodged within 35 days of the change occurring (regulation 151 *Fair Work (Registered Organisations) Regulations 2009*).

Resources to help you make your notifications of change

Notifications of change are vitally important to maintain the transparency of an organisation to its members. They empower members to hold the organisation properly to account for its decisions.

To ensure that organisations get these notifications right we have created resources to help you understand the notification of change requirement and complete it quickly.

These resources include:

- [notification of change template](#)
- a podcast that answers the question – [who is an officer?](#)
- and a [fact sheet on notifications of change](#) that explains the requirement



#### **eLearning module – notifications of change**

The Commission has launched an eLearning module to assist organisations in understanding when a notification of change is required.

The [eLearning module](#) is available on our website.

It will take approximately 20 minutes and has a short quiz at the end to help you test your knowledge.

Please contact 1300 341 665 or [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au) if you have any questions or would like to discuss this matter further.

Yours sincerely

**Fair Work Commission**

## Appendix A

The table below outlines the changes notified and when they were lodged.

Our records have been updated.

The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
13/12/2023	ACT	President, Vice President, Branch Executive Councillors (4), Branch Councillor (5)	Yes
24/01/2024	WA	Vice President, Branch Councillor (2)	Yes

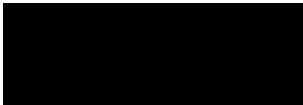
**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009**

I, Janet Reah, being the Secretary of the Australian Nursing and Midwifery Federation WA Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:

A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Janet Reah

Branch Secretary

Dated: 24 January 2024

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

### THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

[Please note:

- *delete the italicised information: this is instructional or provided by way of example only*
- *the ROC must be notified within 35 days of the change*
- *the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change*
- *a notification of a person leaving office and a notification of person filling the vacant office may need to be lodged separately if the appointment or election process takes longer than 35 days.]*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
ANMF WA Branch	19/01/2024	Vice President	Casual Vacancy	Jane-Anne Gardner	260 Pier Street, Perth WA 6000	Registered Nurse/ Registered Midwife
ANMF WA Branch	19/01/2024	Branch Councillor	Jane-Anne Gardner	Vince Mazoue	260 Pier Street, Perth WA 6000	Registered Nurse
ANMF WA Branch	19/01/2024	Branch Councillor	Casual vacancy	Sam Cook-Barron	260 Pier Street, Perth WA 6000	Registered Nurse



Australian  
Nursing &  
Midwifery  
Federation  
AUSTRALIAN CAPITAL TERRITORY

2/53 Dundas Court  
Phillip ACT 2606  
PO Box 4  
Woden ACT 2606  
ABN 41 698 088 660

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009**

I, Matthew Daniel being the Branch Secretary of The Australian Nursing & midwifery Federation ACT Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Fair Work (Registered Organisations) Act 2009:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: Matthew Daniel

Branch Secretary

Dated: 13/12/23



## ANNEXURE A

### Changes to Offices and Office Holders in the Organisation and its Branches

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
ACT Branch	30 November 2023	President		Athalene Rosborough	2/53 Dundas Court Phillip ACT 2606	Registered Nurse
ACT Branch	30 November 2023	Vice President		Lyndsey Ohman	2/53 Dundas Court Phillip ACT 2606	Registered Nurse
ACT Branch	30 November 2023	Branch Executive Council		Wendy Alison Burton	2/53 Dundas Court Phillip ACT 2606	Registered Nurse
ACT Branch	30 November 2023	Branch Executive Council		Janine Davidson	2/53 Dundas Court Phillip ACT 2606	Registered Nurse
ACT Branch	30 November 2023	Branch Executive Council		Susana Lloyd	2/53 Dundas Court Phillip ACT 2606	Registered Nurse
ACT Branch	30 November 2023	Branch Executive Council		Donna Preston-Bond	2/53 Dundas Court Phillip ACT 2606	Registered Nurse
ACT Branch	30 November 2023	Branch Councillor		Lisa Bourke	2/53 Dundas Court Phillip ACT 2606	Registered Nurse
ACT Branch	30 November 2023	Branch Councillor		Jane Fitzgerald	2/53 Dundas Court Phillip ACT 2606	Registered Midwife
ACT Branch	30 November 2023	Branch Councillor		Samantha Frost	2/53 Dundas Court Phillip ACT 2606	Registered Nurse/Midwife
ACT Branch	30 November 2023	Branch Councillor		Connor Lynch	2/53 Dundas Court Phillip ACT 2606	Registered Nurse
ACT Branch	30 November 2023	Branch Councillor		Laura Turner	2/53 Dundas Court Phillip ACT 2606	Registered Nurse





6 December 2023

Annie Butler  
Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: fedsec@anmf.org.au

cc: South Australian Branch, enquiry@anmfsa.org.au;  
Victorian Branch, records@anmfvic.asn.au

Dear Annie Butler

### Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation (AR2023/53).

A list of those changes has been summarised in Appendix A at the end of this letter.

#### What you need to do right now

- Any person who has been elected or appointed to a new office that has financial management duties (which usually includes all the committee of management) **MUST** do [financial training](#) or [obtain an exemption](#)
- Inform all officers of their [disclosure obligations](#)
- Consider giving your new officers the link to the Commission's [Officer Induction Kit](#)

These next steps are explained below in more detail.

Financial training must be done within 6 months

Any officer who has been elected or appointed to a new office that has financial management duties must complete [financial training](#) (or obtain an exemption) **within 6 months** after taking office (section 293K of the *Fair Work (Registered Organisations) Act 2009* (RO Act)).

The organisation is responsible for this requirement. You should arrange for the relevant officers to have training as soon as possible.

Good governance processes around financial training are highly recommended. These include:

- keeping a list of all offices that have financial management duties

- having a single person or officer responsible for overseeing the process
- collecting records of who has done training or obtained an exemption, including any certificates and exemption letters
- doing refresher courses for officers who have been re-elected to the same office (and are not required to do training under the RO Act)
- extending training to non-officers who are essential to your financial processes



#### **Officer financial training audit**

An audit by the Commission into officer training found that organisations frequently misunderstood **which** officers are required to do training.

To help with this we have an [officer training online panel](#) with examples explaining what triggers the need to do training and how to identify the offices that require it.

Further information about training is provided in our [officer financial training fact sheet](#).

#### **Help for new officers: Officer Induction Kit**

The Commission has created an [Officer Induction Kit](#) to assist new officers. The Kit has resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates, disclosures and other reporting obligations.

Please direct your officers to the kit which is on the Commission's [officers and disclosures](#) page.

#### **Disclosure obligations: what officers must do**

All officers are required to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the Commission's [Disclosures Fact Sheet](#).

The organisation and officers are both responsible for meeting this obligation.

#### **Time frames for notifications of change**

Notifications of change must be lodged within 35 days of the change occurring (regulation 151 *Fair Work (Registered Organisations) Regulations 2009*).

Resources to help you make your notifications of change

Notifications of change are vitally important to maintain the transparency of an organisation to its members. They empower members to hold the organisation properly to account for its decisions.

To ensure that organisations get these notifications right we have created resources to help you understand the notification of change requirement and complete it quickly.

These resources include:

- [notification of change template](#)
- a podcast that answers the question – [who is an officer?](#)
- and a [fact sheet on notifications of change](#) that explains the requirement



#### **eLearning module – notifications of change**

The Commission has launched an eLearning module to assist organisations in understanding when a notification of change is required.

The [eLearning module](#) is available on our website.

It will take approximately 20 minutes and has a short quiz at the end to help you test your knowledge.

Please contact 1300 341 665 or [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au) if you have any questions or would like to discuss this matter further.

Yours sincerely

**Fair Work Commission**

## Appendix A

The table below outlines the changes notified and when they were lodged.

Our records have been updated.


The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
1 December 2023	South Australian Branch	Committee of Management Member vacancy	Yes
4 December 2023	Victorian Branch	Vice President, Branch Councillors (4)	Yes

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed 

Dated: 4 December 2023

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au)*

## ANNEXURE A

### *Changes to Offices and Office Holders in the Organisation and its Branches*

[Please note:

- the Fair Work Commission must be notified within **35 days** of the change
- the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change
- a notification of a person leaving office and a notification of person filling the vacant office may need to be lodged separately if the appointment or election process takes longer than 35 days.]

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Reason for Change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Victoria	30/11/2023	Vice President	Andrew Morgan	Election E2023/51	Emma Foreman	Box 12600 A'Beckett Street Post Office, Melbourne Vic 8006	Registered nurse
Victoria	30/11/2023	Branch Councillor	Ross Donaldson	Election E2023/51	Adrian Spinelli	Box 12600 A'Beckett Street Post Office, Melbourne Vic 8006	Registered nurse
Victoria	30/11/2023	Branch Councillor	Jimney Parel	Election E2023/51	Judith Foord	Box 12600 A'Beckett Street Post Office, Melbourne Vic 8006	Registered nurse
Victoria	30/11/2023	Branch Councillor	Natasha Swayn	Election E2023/51	Allington Gono	Box 12600 A'Beckett Street Post Office, Melbourne Vic 8006	Registered nurse
Victoria	30/11/2023	Branch Councillor	N/A Vacant	Election E2023/51	Audrey Molinari	Box 12600 A'Beckett Street Post Office, Melbourne Vic 8006	Registered nurse midwife

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009**

I, **Elizabeth Dabars** being the **Branch Secretary** of the **Australian Nursing and Midwifery Federation South Australian** Branch declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Fair Work (Registered Organisations) Act 2009:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.
3. The resignation of Nicole Kelly Branch Council was accepted by the ANMF (SA Australian Branch Council on 1 November 2023.

This position on Council will remain vacant, given that the term expires November 2024 and note that all other positions on Council remain occupied.

Signed: 

Dated: 30 November 2023

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

### THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

Changes to Offices and Office Holders in the Organisation and its Branches

*[Please note:*

- the Fair Work Commission must be notified within **35 days** of the change
- the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change
- a notification of a person leaving office and a notification of person filling the vacant office may need to be lodged separately if the appointment or election process takes longer than 35 days.]

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
South Australian Branch	1 November 2023	Committee of Manager Member (Branch Council Members	Nicole Kelly			





29 November 2023

Annie Butler  
Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: [fedsec@anmf.org.au](mailto:fedsec@anmf.org.au)

cc: NT Branch [secretary@anmfnt.org.au](mailto:secretary@anmfnt.org.au)

Dear Annie Butler

### Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation (AR2023/53).

A list of those changes has been summarised in Appendix A at the end of this letter.

#### What you need to do right now

- Any person who has been elected or appointed to a new office that has financial management duties (which usually includes all the committee of management) **MUST** do [financial training](#) or [obtain an exemption](#)
- Inform all officers of their [disclosure obligations](#)
- Consider giving your new officers the link to the Commission's [Officer Induction Kit](#)

These next steps are explained below in more detail.

#### Financial training must be done within 6 months

Any officer who has been elected or appointed to a new office that has financial management duties must complete [financial training](#) (or obtain an exemption) **within 6 months** after taking office (section 293K of the *Fair Work (Registered Organisations) Act 2009* (RO Act)).

The organisation is responsible for this requirement. You should arrange for the relevant officers to have training as soon as possible.

Good governance processes around financial training are highly recommended. These include:

- keeping a list of all offices that have financial management duties

- having a single person or officer responsible for overseeing the process
- collecting records of who has done training or obtained an exemption, including any certificates and exemption letters
- doing refresher courses for officers who have been re-elected to the same office (and are not required to do training under the RO Act)
- extending training to non-officers who are essential to your financial processes



#### **Officer financial training audit**

An audit by the Commission into officer training found that organisations frequently misunderstood **which** officers are required to do training.

To help with this we have an [officer training online panel](#) with examples explaining what triggers the need to do training and how to identify the offices that require it.

Further information about training is provided in our [officer financial training fact sheet](#).

#### **Help for new officers: Officer Induction Kit**

The Commission has created an [Officer Induction Kit](#) to assist new officers. The Kit has resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates, disclosures and other reporting obligations.

Please direct your officers to the kit which is on the Commission's [officers and disclosures](#) page.

#### **Disclosure obligations: what officers must do**

All officers are required to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the Commission's [Disclosures Fact Sheet](#).

The organisation and officers are both responsible for meeting this obligation.

#### **Time frames for notifications of change**

Notifications of change must be lodged within 35 days of the change occurring (regulation 151 *Fair Work (Registered Organisations) Regulations 2009*).

Resources to help you make your notifications of change

Notifications of change are vitally important to maintain the transparency of an organisation to its members. They empower members to hold the organisation properly to account for its decisions.

To ensure that organisations get these notifications right we have created resources to help you understand the notification of change requirement and complete it quickly.

These resources include:

- [notification of change template](#)
- a podcast that answers the question – [who is an officer?](#)
- and a [fact sheet on notifications of change](#) that explains the requirement



#### **eLearning module – notifications of change**

The Commission has launched an eLearning module to assist organisations in understanding when a notification of change is required.

The [eLearning module](#) is available on our website.

It will take approximately 20 minutes and has a short quiz at the end to help you test your knowledge.

Please contact 1300 341 665 or [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au) if you have any questions or would like to discuss this matter further.

Yours sincerely

**Fair Work Commission**

## Appendix A

The table below outlines the changes notified and when they were lodged.

Our records have been updated.

The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
21 November 2023	NT Branch	Branch Councillor Branch Executive	Yes

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009**

I, Catherine Hatcher, being the Branch Secretary of the Australian Nursing and Midwifery Federation, Northern Territory Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Fair Work (Registered Organisations) Act 2009:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.
  - Insufficient Nominations from election E2022-161 – therefore a second (2<sup>nd</sup>) election E2023-34 conducted to fill position.

Signed: 

Dated: 21 November 2023

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au).]*

## ANNEXURE A

### THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

Changes to Offices and Office Holders in the Organisation and its Branches

- *ROC must be notified within 35 days of the change*
- *the 35 days begins at the earliest*
- *a notification of a person leaving office and a notification of person filling the vacant office*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
ANMF NT	03/11/2023	Branch Councillor	Rebecca LAMONT	Vacant		
ANMF NT	17/11/2023	Branch Executive	Jodi Knoop	Vacant		



31 August 2023

Annie Butler  
Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: fedsec@anmf.org.au

cc: ACT- anmfact@anmfact.org.au  
QNMU- qnu@qnu.org.au  
TAS- enquiries@anmftas.org.au  
NT- secretary@anmfnt.org.au  
VIC- records@anmfvic.asn.au

Dear Annie Butler

### Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation (AR2023/53).

A list of those changes has been summarised in Appendix A at the end of this letter.

#### What you need to do right now

- Any person who has been elected or appointed to a new office that has financial management duties (which usually includes all the committee of management) **MUST** do [financial training](#) or [obtain an exemption](#)
- Inform all officers of their [disclosure obligations](#)
- Consider giving your new officers the link to the Commission's [Officer Induction Kit](#)

These next steps are explained below in more detail.

Financial training must be done within 6 months

Any officer who has been elected or appointed to a new office that has financial management duties must complete [financial training](#) (or obtain an exemption) **within 6 months** after taking office (section 293K of the *Fair Work (Registered Organisations) Act 2009* (RO Act)).

The organisation is responsible for this requirement. You should arrange for the relevant officers to have training as soon as possible.

Good governance processes around financial training are highly recommended. These include:

- keeping a list of all offices that have financial management duties
- having a single person or officer responsible for overseeing the process
- collecting records of who has done training or obtained an exemption, including any certificates and exemption letters
- doing refresher courses for officers who have been re-elected to the same office (and are not required to do training under the RO Act)
- extending training to non-officers who are essential to your financial processes



#### **Officer financial training audit**

An audit by the Commission into officer training found that organisations frequently misunderstood **which** officers are required to do training.

To help with this we have an [officer training online panel](#) with examples explaining what triggers the need to do training and how to identify the offices that require it.

Further information about training is provided in our [officer financial training fact sheet](#).

#### **Help for new officers: Officer Induction Kit**

The Commission has created an [Officer Induction Kit](#) to assist new officers. The Kit has resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates, disclosures and other reporting obligations.

Please direct your officers to the kit which is on the Commission's [officers and disclosures](#) page.

#### **Disclosure obligations: what officers must do**

All officers are required to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the Commission's [Disclosures Fact Sheet](#).

The organisation and officers are both responsible for meeting this obligation.

#### **Time frames for notifications of change**

Notifications of change must be lodged within 35 days of the change occurring (regulation 151 *Fair Work (Registered Organisations) Regulations 2009*).

Resources to help you make your notifications of change

Notifications of change are vitally important to maintain the transparency of an organisation to its members.

They empower members to hold the organisation properly to account for its decisions.



To ensure that organisations get these notifications right we have created resources to help you understand the notification of change requirement and complete it quickly.

These resources include:

- [notification of change template](#)
- a podcast that answers the question – [who is an officer?](#)
- and a [fact sheet on notifications of change](#) that explains the requirement



#### **eLearning module – notifications of change**

The Commission has launched an eLearning module to assist organisations in understanding when a notification of change is required.

The [eLearning module](#) is available on our website.

It will take approximately 20 minutes and has a short quiz at the end to help you test your knowledge.

Please contact 1300 341 665 or [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au) if you have any questions or would like to discuss this matter further.

Yours sincerely

**Fair Work Commission**

## Appendix A

The table below outlines the changes notified and when they were lodged.

Our records have been updated.


The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
04/07/2023	ACT	Branch Council	Yes
27/07/2023	QNMU	Secretary, Assistant Secretary	Yes
28/07/2023	ACT	Branch Council	Yes
09/08/2023	TAS	Branch Councillor	Yes
14/08/2023	NT	Branch Councillor	Yes
16/08/2023	VIC	Branch Councillor	Yes

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed 

Dated: 16 August 2023

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au)*

## ANNEXURE A

### *Changes to Offices and Office Holders in the Organisation and its Branches*

[Please note:

- the Fair Work Commission must be notified within **35 days** of the change
- the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change
- a notification of a person leaving office and a notification of person filling the vacant office may need to be lodged separately if the appointment or election process takes longer than 35 days.]

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Reason for Change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Victoria	08/08/2023	Branch Councillor	N/A	Casual Vacancy	Emma Foreman	Box 12600 A'Beckett Street Post Office, Melbourne Vic 8006	Registered nurse

THE ATTORNEY GENERAL'S TENDERS RECORDS  
A RECORD OF THE RECORDS OF THE RECORDS OF THE RECORDS  
RECORD OF THE RECORDS OF THE RECORDS OF THE RECORDS  
RECORD OF THE RECORDS OF THE RECORDS OF THE RECORDS

I, Catherine Paterson, being the General Secretary of the Australian Nursing and Midwifery Federation, Northern Territory, hereby declare the following:

I am authorised to make this declaration.

The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s 100(1) and (2) of the Fair Work (Registered Organisations) Act 2009:

- A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.
- Insufficient Nominations for election – therefore a second election conducted to fill position.

Signed 

Dated 14 August 2014

[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au).]

**A**  
**T**  
**IS IS A**  
**U**  
**LI**  
**D**  
**UM**  
**T**  
**AT**  
**ILL**  
**U**  
**LIS**  
**D**  
**T**  
**SIT**

anges to Offies and Offie olders in t Organisation and its ran

- ROC must be notified within 35 days of the change
- the 35 days begins at the earliest
- a notification of a person leaving office and a notification of person filling the vacant office

r	D				Addr	
ANMF	03/08/2023	ran	A	rin M	O	nrolled Nurse
NT		oun	ANT	N	asuarina NT	

## **NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Emily Shepherd, being the Branch Secretary of the Australian Nursing and Midwifery Federation (Tasmanian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Emily Shepherd, Branch Secretary

Dated: 9 August 2023

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within **35 days**. It can be submitted to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au)].

## ANNEXURE A

### Changes to Offices and Office Holders in the Organisation and its Branches:

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
TAS	20 July 2023	Branch Councillor	Vacant	Kylie Stubbs	C/- the Registered Organisation, ANMF (Tas Branch), 182 Macquarie Street, Hobart, TAS, 7000	Registered Nurse



# **NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Kathleen Veach being the Secretary of the ANMF-QNMU Branch declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: [



]

Dated: [27 July 2023]

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within **35 days**. It can be submitted to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au)].

## ANNEXURE A

THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

**Changes to Offices and Office Holders in the Organisation and its Branches [insert as many pages as required]:**

[Please note:

- delete the information highlighted: this is instructional or provided by way of example only
- the Fair Work Commission must be notified within **35 days** of the change
- the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change
- a notification of a person leaving office and a notification of person filling the vacant office may need to be lodged separately if the appointment or election process takes longer than 35 days.]

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
ANMF-QNMU Branch	2.7.2023	SECRETARY	ELIZABETH MOHLE	KATHLEEN VEACH	106 VICTORIA ST WEST END QLD 4101	Paid official
ANMF-QNMU Branch	2.7.2023	ASSISTANT SECRETARY	KATHLEEN VEACH	SARAH BEAMAN	106 VICTORIA ST WEST END QLD 4101	Paid official



Australian  
Nursing &  
Midwifery  
Federation  
AUSTRALIAN CAPITAL TERRITORY

2/53 Dundas Court  
Phillip ACT 2606  
PO Box 4  
Woden ACT 2606  
ABN 41 698 088 660

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009**

I, Matthew Daniel being the Branch Secretary of The Australian Nursing & midwifery Federation ACT Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Fair Work (Registered Organisations) Act 2009:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: Matthew Daniel

Branch Secretary

Dated: 28/7/23

## ANNEXURE A

Changes to Offices and Office Holders in the Organisation and its Branches

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
ACT Branch	26 July 2023	Branch Council	Patrice Murray	Vacant	N/A	N/A



Australian  
Nursing &  
Midwifery  
Federation  
AUSTRALIAN CAPITAL TERRITORY

2/53 Dundas Court  
Phillip ACT 2606  
PO Box 4  
Woden ACT 2606  
ABN 41 698 088 660

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009**

I, Matthew Daniel being the Branch Secretary of The Australian Nursing & midwifery Federation ACT Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Fair Work (Registered Organisations) Act 2009:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

A handwritten signature in black ink, appearing to read 'Matt D'.

Signed: Matthew Daniel

Branch Secretary

Dated: 4/7/23

ANNEXURE A

Changes to Offices and Office Holders in the Organisation and its Branches

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
ACT Branch	28 June 2023	Branch Council	Jessie Price	Vacant	N/A	N/A



7 June 2023

Annie Butler  
Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: [fedsec@anmf.org.au](mailto:fedsec@anmf.org.au)

cc: WA Branch [reception@anfiuwp.org.au](mailto:reception@anfiuwp.org.au)

Dear Annie Butler

### Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation (AR2023/53).

A list of those changes has been summarised in Appendix A at the end of this letter.

#### What you need to do right now

- Any person who has been elected or appointed to a new office that has financial management duties (which usually includes all the committee of management) **MUST** do [financial training](#) or [obtain an exemption](#)
- Inform all officers of their [disclosure obligations](#)
- Consider giving your new officers the link to the Commission's [Officer Induction Kit](#)

These next steps are explained below in more detail.

Financial training must be done within 6 months

Any officer who has been elected or appointed to a new office that has financial management duties must complete [financial training](#) (or obtain an exemption) **within 6 months** after taking office (section 293K of the *Fair Work (Registered Organisations) Act 2009* (RO Act)).

The organisation is responsible for this requirement. You should arrange for the relevant officers to have training as soon as possible.

Good governance processes around financial training are highly recommended. These include:

- keeping a list of all offices that have financial management duties

- having a single person or officer responsible for overseeing the process
- collecting records of who has done training or obtained an exemption, including any certificates and exemption letters
- doing refresher courses for officers who have been re-elected to the same office (and are not required to do training under the RO Act)
- extending training to non-officers who are essential to your financial processes



#### **Officer financial training audit**

An audit by the Commission into officer training found that organisations frequently misunderstood **which** officers are required to do training.

To help with this we have an [officer training online panel](#) with examples explaining what triggers the need to do training and how to identify the offices that require it.

Further information about training is provided in our [officer financial training fact sheet](#).

#### **Help for new officers: Officer Induction Kit**

The Commission has created an [Officer Induction Kit](#) to assist new officers. The Kit has resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates, disclosures and other reporting obligations.

Please direct your officers to the kit which is on the Commission's [officers and disclosures](#) page.

#### **Disclosure obligations: what officers must do**

All officers are required to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the Commission's [Disclosures Fact Sheet](#).

The organisation and officers are both responsible for meeting this obligation.

#### **Time frames for notifications of change**

Notifications of change must be lodged within 35 days of the change occurring (regulation 151 *Fair Work (Registered Organisations) Regulations 2009*).

Resources to help you make your notifications of change

Notifications of change are vitally important to maintain the transparency of an organisation to its members. They empower members to hold the organisation properly to account for its decisions.

To ensure that organisations get these notifications right we have created resources to help you understand the notification of change requirement and complete it quickly.



These resources include:

- [notification of change template](#)
- a podcast that answers the question – [who is an officer?](#)
- and a [fact sheet on notifications of change](#) that explains the requirement



#### **eLearning module – notifications of change**

The Commission has launched an eLearning module to assist organisations in understanding when a notification of change is required.

The [eLearning module](#) is available on our website.

It will take approximately 20 minutes and has a short quiz at the end to help you test your knowledge.

Please contact 1300 341 665 or [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au) if you have any questions or would like to discuss this matter further.

Yours sincerely

**Fair Work Commission**

## Appendix A

The table below outlines the changes notified and when they were lodged.

Our records have been updated.

The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
5 June 2023	WA Branch	Executive	Yes

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009**

I, Janet Reah, being the Secretary of the Australian Nursing and Midwifery Federation WA Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:

A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Janet Reah

Branch Secretary

Dated: 5 June 2023

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

### THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

[Please note:

- *delete the italicised information: this is instructional or provided by way of example only*
- *the ROC must be notified within 35 days of the change*
- *the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change*
- *a notification of a person leaving office and a notification of person filling the vacant office may need to be lodged separately if the appointment or election process takes longer than 35 days.]*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
ANMF WA Branch	08/05/2023	Executive	Brittany Toledo	vacancy	260 Pier Street, Perth WA 6000	Registered Nurse/ Registered Midwife

22 May 2023

Annie Butler  
Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: [fedsec@anmf.org.au](mailto:fedsec@anmf.org.au)

cc: Victoria Branch [records@anmfvic.asn.au](mailto:records@anmfvic.asn.au)

Dear Annie Butler

### Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation (AR2023/53).

A list of those changes has been summarised in Appendix A at the end of this letter.

#### What you need to do right now

- Any person who has been elected or appointed to a new office that has financial management duties (which usually includes all the committee of management) **MUST** do [financial training](#) or [obtain an exemption](#)
- Inform all officers of their [disclosure obligations](#)
- Consider giving your new officers the link to the Commission's [Officer Induction Kit](#)

These next steps are explained below in more detail.

#### Financial training must be done within 6 months

Any officer who has been elected or appointed to a new office that has financial management duties must complete [financial training](#) (or obtain an exemption) **within 6 months** after taking office (section 293K of the *Fair Work (Registered Organisations) Act 2009* (RO Act)).

The organisation is responsible for this requirement. You should arrange for the relevant officers to have training as soon as possible.

Good governance processes around financial training are highly recommended. These include:

- keeping a list of all offices that have financial management duties

- having a single person or officer responsible for overseeing the process
- collecting records of who has done training or obtained an exemption, including any certificates and exemption letters
- doing refresher courses for officers who have been re-elected to the same office (and are not required to do training under the RO Act)
- extending training to non-officers who are essential to your financial processes



#### **Officer financial training audit**

An audit by the Commission into officer training found that organisations frequently misunderstood **which** officers are required to do training.

To help with this we have an [officer training online panel](#) with examples explaining what triggers the need to do training and how to identify the offices that require it.

Further information about training is provided in our [officer financial training fact sheet](#).

#### **Help for new officers: Officer Induction Kit**

The Commission has created an [Officer Induction Kit](#) to assist new officers. The Kit has resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates, disclosures and other reporting obligations.

Please direct your officers to the kit which is on the Commission's [officers and disclosures](#) page.

#### **Disclosure obligations: what officers must do**

All officers are required to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the Commission's [Disclosures Fact Sheet](#).

The organisation and officers are both responsible for meeting this obligation.

#### **Time frames for notifications of change**

Notifications of change must be lodged within 35 days of the change occurring (regulation 151 *Fair Work (Registered Organisations) Regulations 2009*).

Resources to help you make your notifications of change

Notifications of change are vitally important to maintain the transparency of an organisation to its members. They empower members to hold the organisation properly to account for its decisions.

To ensure that organisations get these notifications right we have created resources to help you understand the notification of change requirement and complete it quickly.

These resources include:

- [notification of change template](#)
- a podcast that answers the question – [who is an officer?](#)
- and a [fact sheet on notifications of change](#) that explains the requirement



#### **eLearning module – notifications of change**

The Commission has launched an eLearning module to assist organisations in understanding when a notification of change is required.

The [eLearning module](#) is available on our website.

It will take approximately 20 minutes and has a short quiz at the end to help you test your knowledge.

Please contact 1300 341 665 or [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au) if you have any questions or would like to discuss this matter further.

Yours sincerely

**Fair Work Commission**

## Appendix A

The table below outlines the changes notified and when they were lodged.

Our records have been updated.

The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).


Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
11 May 2023	Victoria Branch	Branch Councillor	Yes



**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed 

Dated: 11 May 2023

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au)]*

## ANNEXURE A

### *Changes to Offices and Office Holders in the Organisation and its Branches*

[Please note:

- the Fair Work Commission must be notified within **35 days** of the change
- the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change
- a notification of a person leaving office and a notification of person filling the vacant office may need to be lodged separately if the appointment or election process takes longer than 35 days.]

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Reason for Change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Victoria	09/05/2023	Branch Councillor	Lara Jeffery	Resignation	N/A	N/A	N/A



31 March 2023

Annie Butler  
Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: [fedsec@anmf.org.au](mailto:fedsec@anmf.org.au)

Dear Annie Butler

**The Australian Nursing and Midwifery Federation's annual return of information (annual return) lodged under subsection 233(1) of the RO Act**

Thank you for providing your annual return lodged under subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

**Summary of your annual return and its assessment**

Year	2023
Matter number	AR2023/53
Lodgement date	31 March 2023
Review	Primary Review
Result	FILED

**Your primary review**

Your annual return had a **primary review** which checked whether it was signed by an officer, lodged on time, the required declarations were made, included the list of offices and office holders and whether you met the requirements that the regulator raised with you last year. A primary review does not examine all the requirements of subsection 233(1).



**Your annual return satisfied the requirements of the primary review and has been uploaded to the Fair Work Commission (the Commission) website.**

### **The Commission's risk-based approach**

This year your annual return was assessed against a primary review. Consistent with the Commission's risk-based approach, most annual returns are the subject of a primary review.

The remainder receive an advanced review which is a more comprehensive review.

Each organisation should expect that in some years their annual return will be the subject of an advanced review.

The Commission's [advanced review checklists](#) are published on our website.

### **Do you have any questions?**

Information and education materials are available on our [website](#). These materials are regularly updated. We recommend you [subscribe to the Commission's subscription service to find out when we release new materials](#).

If you have any queries we can be contacted on 1300 341 665 or by email at [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au).

Yours sincerely

**Fair Work Commission**



**ANNUAL RETUREGISTERED NURSE OF INFORMATION (organisation with branches) in accordance with Regulation 147 Fair Work (Registered Organisations) Regulations 2009 and Sections 230 and 233 Fair Work (Registered Organisations) Act 2009**

I, ANNIE BUTLER, being the FEDERAL SECRETARY of the AUSTRALIAN NURSING AND MIDWIFERY FEDERATION, declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the Fair Work (Registered Organisations) Act 2009 (the Act).
3. The following is a correct statement of the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Act:
  - The address of the organisation is Level 1, 365 Queen Street, Melbourne Vic 3000.<sup>1</sup>
  - The name and address of each branch of the organisation is:<sup>2</sup>

1.	ANMF Australian Capital Territory Branch	2/53 Dundas Court	Phillip, ACT	2606
2.	ANMF New South Wales Branch	50 O'Dea Avenue	Waterloo, NSW	2017
3.	ANMF Northern Territory Branch	16 Caryota Court	Coconut Grove, NT	0810
4.	ANMF QNMU Branch	106 Victoria Street	West End, QLD	4101
5.	ANMF South Australia Branch	191 Torrens Rd	Ridleyton, SA	5008
6.	ANMF Tasmania Branch	182 Macquarie Street	Hobart, TAS	7000
7.	ANMF Victoria Branch	535 Elizabeth Street	Melbourne, VIC	3000
8.	ANMF Western Australia Branch	260 Pier Street	Perth, WA	6000

<sup>1</sup> s.230(1)(d); reg.147(d)

<sup>2</sup> s.230(1)(d); reg.147(a) & (d)

- On 31 December in the previous year the number of members was 312,243.<sup>3</sup>
- A list of offices and the names, postal addresses and occupations of persons holding those offices as at the date of this declaration is attached at Annexure A and forms part of this declaration.
- Under the rules of the organisation, the following elections must be held between 1 January and 31 December 2023
  1. ANMF (Federal Office)
    - Federal Secretary (1)
    - Federal Assistant Secretary (1)
    - Federal President (1)
    - Federal Vice President (1)

2. Branch elections

ANMF Australian Capital Territory Branch

- Branch President (1)
- Branch Vice President (1)
- Branch Executive Member (4)
- Branch Councillor (5)

*Note: Due to COVID-19, ANMF ACT Branch elections scheduled in 2022 were withdrawn and re-scheduled for 2023.*

ANMF New South Wales Branch

- No elections scheduled

ANMF Northern Territory Branch

- Branch President (1)
- Branch Vice President (1)
- Branch Executive Member (4)
- Branch Councillor (5)

ANMF QNMU Branch

- No elections scheduled

---

<sup>3</sup> s.230(1)(d); reg.147(f)

ANMF South Australia Branch

- No elections scheduled

ANMF Tasmania Branch

- No elections scheduled

Victoria Branch

- Branch President (1)
- Branch Vice President (1)
- Branch Executive Member (4)
- Branch Councillor (14)

ANMF Western Australia Branch

- Branch President (1)
- Branch Councillor (9)

During the previous 12 months:<sup>4</sup>

- NO branches COMMENCED or CEASED operation.
- The organisation has not entered into an agreement under s.151(1) of the Act with a state union.

Signed:



Annie Butler

Federal Secretary

Dated: 31 March 2023

---

<sup>4</sup> s.230(1)(d); reg.147(b) & (c)

## ANNEXURE A

- Offices and Office Holders in the Organisation and its Branches:

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Federal Office	Federal Secretary	Annie Butler	Level 1, 365 Queen St, Melbourne Vic 3000	Paid Official
Federal Office	Federal Assistant Secretary	Lori-Anne Sharp	Level 1, 365 Queen St, Melbourne Vic 3000	Paid Official
Federal Office	Federal President	Sally-Anne Jones	Level 1, 365 Queen St, Melbourne Vic 3000	Registered Nurse
Federal Office	Federal Vice President	James Lloyd	Level 1, 365 Queen St, Melbourne Vic 3000	Registered Nurse



Branch	Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
ACT Branch	Branch President	Athalene Rosborough	PO Box 4 Woden ACT 2606	Registered Nurse
ACT Branch	Branch Vice President	Lyndsey Ohman	PO Box 4 Woden ACT 2606	Registered Nurse
ACT Branch	Branch Secretary	Matthew Daniel	PO Box 4 Woden ACT 2606	Paid Official
ACT Branch	Branch Executive Member	Susana Lloyd	PO Box 4 Woden ACT 2606	Registered Nurse
ACT Branch	Branch Executive Member	Carol Sandland	PO Box 4 Woden ACT 2606	Registered Nurse
ACT Branch	Branch Executive Member	Vacant		
ACT Branch	Branch Executive Member	Vacant		
ACT Branch	Branch Councillor	Wendy Burton	PO Box 4 Woden ACT 2606	Registered Nurse
ACT Branch	Branch Councillor	Patrice Murray	PO Box 4 Woden ACT 2606	Registered Nurse
ACT Branch	Branch Councillor	Donna Preston-Bond	PO Box 4 Woden ACT 2606	Registered Nurse
ACT Branch	Branch Councillor	Jessie Price	PO Box 4 Woden ACT 2606	Registered Midwife
ACT Branch	Branch Councillor	Janine Davidson	PO Box 4 Woden ACT 2606	Registered Nurse

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
NSW	Branch Secretary	Shaye Candish	50 O'Dea Avenue, Waterloo NSW 2017	Paid Official
NSW	Branch Assistant Secretary	Michael Whaites	50 O'Dea Avenue, Waterloo NSW 2017	Paid Official
NSW	Branch President	O'Bray Smith	50 O'Dea Avenue, Waterloo NSW 2017	Midwife
NSW	Branch Vice President	Lorna Scott	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Executive Member	Michelle Cashman	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Executive Member	Edward Makepeace	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Executive Member	Elizabeth McCall	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Executive Member	Kerry Rodgers	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Executive Member	Jill Telfer	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Executive Member	Suzanne White	50 O'Dea Avenue, Waterloo NSW 2017	Enrolled Nurse
NSW	Branch Councillor	Wing Besilos	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Robyne Brown	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Emma Gedge	50 O'Dea Avenue, Waterloo NSW 2017	Midwife
NSW	Branch Councillor	Kate Goodman	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Paul Haines	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Jocelyn Hofman	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Lynette Hopper	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Diane Lang	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Richard Noort	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Meg Pendrick	50 O'Dea Avenue, Waterloo NSW 2017	Enrolled Nurse
NSW	Branch Councillor	Skye Romer	50 O'Dea Avenue, Waterloo NSW 2017	Enrolled Nurse
NSW	Branch Councillor	Michelle Straub	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Kristy Wilson	50 O'Dea Avenue, Waterloo NSW 2017	Registered Nurse

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
NT	Branch Secretary	Catherine Hatcher	PO Box 42533 Casuarina NT 0810	Paid Official
NT	Branch President	Emil Tabbada	PO Box 42533 Casuarina NT 0810	Registered Nurse
NT	Branch Vice President	Ruth Preuss	PO Box 42533 Casuarina NT 0810	Registered Nurse
NT	Branch Executive Member	Trevor Bason	PO Box 42533 Casuarina NT 0810	Registered Nurse
NT	Branch Executive Member	Camille Dowling	PO Box 42533 Casuarina NT 0810	Registered Nurse
NT	Branch Executive Member	Natalie Colmer	PO Box 42533 Casuarina NT 0810	Registered Nurse
NT	Branch Executive Member	Sebastian Foucaud	PO Box 42533 Casuarina NT 0810	Registered Nurse
NT	Branch Councillor	Carol Tillotson	PO Box 42533 Casuarina NT 0810	Registered Nurse/Midwife
NT	Branch Councillor	Naomi Grimshaw	PO Box 42533 Casuarina NT 0810	Registered Nurse
NT	Branch Councillor	Erin McKenzie	PO Box 42533 Casuarina NT 0810	Enrolled Nurse
NT	Branch Councillor	Jodi Knoop	PO Box 42533 Casuarina NT 0810	Registered Nurse/Midwife
NT	Branch Councillor	Rebecca Lamont	PO Box 42533 Casuarina NT 0810	Registered Nurse

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
QNMU	Branch Secretary	Elizabeth Mohle	GPO Box 1289 Brisbane Qld 4001	Paid Official
QNMU	Branch Assistant Secretary	Kate Veach	GPO Box 1289 Brisbane Qld 4001	Paid Official
QNMU	Branch President	Sally-Anne Jones	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Vice-President	Lucynda Maskell	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Executive Member	Simon Mitchell	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Executive Member	Christine Cocks	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Executive Member	Karen Cooke	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Executive Member	Janelle Taylor	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Julie Burgess	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Madonna Cameron	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Tammy Copley	GPO Box 1289 Brisbane Qld 4001	Registered Nurse/Registered Midwife
QNMU	Branch Councillor	Nicolle-Anne (Nikki) Emblen	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Michael Hall	GPO Box 1289 Brisbane Qld 4001	Registered Nurse/Registered Midwife
QNMU	Branch Councillor	Christopher Johnson	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Damien Lawson	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	David Lewis	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Fiona Monk	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Emma Murphy	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Susan Pitman	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Catherine Rose	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Ashleigh Sullivan	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Michelle Sunderland	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Kelly Trudgen	GPO Box 1289 Brisbane Qld 4001	Registered Nurse/Midwife
QNMU	Branch Councillor	Kym Volp	GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU	Branch Councillor	Samantha Woodhouse	GPO Box 1289 Brisbane Qld 4001	Registered Nurse

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
SA	Branch Secretary	Adj Assoc Professor Elizabeth Dabars AM	Branch PO Box 861 Regency Park SA 5942	Paid official
SA	Branch President	Jocelyn Douglass	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Vice President	Sharon Horn	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Executive Member	Nyssa Hartup	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Executive Member	Kristen Bull	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Executive Member	Gabriel Evangelista	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Executive Member	Barb Tyler	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Councillor	Natasha Billing	Branch PO Box 861 Regency Park SA 5942	Enrolled Nurse
SA	Branch Councillor	Toni Radford	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Councillor	Matthew Parker	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Councillor	Shareece Carr	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Councillor	Claudia Elena Cristea	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Councillor	Suzanne Hewson	Branch PO Box 861 Regency Park SA 5942	Enrolled Nurse
SA	Branch Councillor	Wendy Husker	Branch PO Box 861 Regency Park SA 5942	Enrolled Nurse
SA	Branch Councillor	Marcelle Johnson	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Councillor	Nicole Kelly	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Councillor	Nanette Lawson	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Councillor	Vicki-Lee Lee	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Councillor	Deborah Lewington	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Councillor	Christopher Moore	Branch PO Box 861 Regency Park SA 5942	Registered Nurse
SA	Branch Councillor	Suzanne Norris	Branch PO Box 861 Regency Park SA 5942	Enrolled Nurse
SA	Branch Councillor	Nicholas O'Donohue	Branch PO Box 861 Regency Park SA 5942	Registered Nurse

[illegible]

<b>Branch</b>	<b>Name of Office (include any offices that are vacant)</b>	<b>Name of Office Holder</b>	<b>Postal Address of Office Holder</b>	<b>Occupation of Office Holder</b>
Victoria	Branch Secretary	Lisa Fitzpatrick	535 Elizabeth Street Melbourne Vic 3000	Paid official
Victoria	Branch Assistant Secretary	Paul Gilbert	535 Elizabeth Street Melbourne Vic 3000	Paid official
Victoria	Branch Assistant Secretary	Madeleine Harradence	535 Elizabeth Street Melbourne Vic 3000	Paid official
Victoria	Branch President	Maree Burgess	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse / Midwife
Victoria	Branch Vice President	Andrew Morgan	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Executive Member	Mel Carron	535 Elizabeth Street Melbourne Vic 3000	Enrolled Nurse
Victoria	Branch Executive Member	Marie Jones	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse / Midwife
Victoria	Branch Executive Member	Stephen McKenzie	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Executive Member	Kate Reid	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Councillor	Natalie Berniard	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Councillor	Ruth Bloom	535 Elizabeth Street Melbourne Vic 3000	Enrolled Nurse
Victoria	Branch Councillor	Melinda Connan	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Councillor	Ross Donaldson	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Councillor	Damien Hurrell	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Councillor	Roxane Ingleton	535 Elizabeth Street Melbourne Vic 3000	Registered Midwife
Victoria	Branch Councillor	Anna Kenny	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Councillor	Lara Jeffery	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Councillor	Kate Mason	535 Elizabeth Street Melbourne Vic 3000	Registered Midwife
Victoria	Branch Councillor	Catherine Morales	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Councillor	Jimmy Parel	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Councillor	Kylie Somerville	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse / Midwife
Victoria	Branch Councillor	Natasha Swayn	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse
Victoria	Branch Councillor	Catherine Williams	535 Elizabeth Street Melbourne Vic 3000	Registered Nurse

<b>Branch</b>	<b>Name of Office (include any offices that are vacant)</b>	<b>Name of Office Holder</b>	<b>Postal Address of Office Holder</b>	<b>Occupation of Office Holder</b>
WA	Branch Secretary	Janet Reah	260 Pier Street, Perth WA 6000	Paid Official
WA	Branch President	Patricia Fowler	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Vice President	Kerry Lee	260 Pier Street, Perth WA 6000	Registered Midwife
WA	Branch Executive Member	Treena Evans	260 Pier Street, Perth WA 6000	Registered Midwife
WA	Branch Executive Member	Loreta Murphy	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Executive Member	Samantha Fenn	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Executive Member	Megan McDermott	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Councillor	Sam Barron	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Councillor	Lee Collison	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Councillor	Elaine Daniels	260 Pier Street, Perth WA 6000	Registered Midwife
WA	Branch Councillor	Andrea Magill	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Councillor	Vince Mazoue	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Councillor	Lisa Natolie	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Councillor	Ray Sinclair	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Councillor	Lyn Tutt	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Councillor	Beth Waters	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Councillor	Glenda Watson	260 Pier Street, Perth WA 6000	Registered Nurse
WA	Branch Councillor	Tanya Wooller	260 Pier Street, Perth WA 6000	Registered Nurse