



3 April 2024

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org

cc: Vic Branch enquiry@cpsu.org
WAPOU Branch wapou@wapou.asn.au
Tasmania Branch cpsu@tas.cpsu.com.au
SA Branch enquiries@cpsu.asn.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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	Victorian Branch	Branch Councillor	Yes
27 March 2024	WAPOU Branch	Melaleuca Delegate to Branch Council	Yes
28 March 2024 (amendment to one filed on 19/05/2023)	Tasmania Branch	Branch Councillor	Yes
28 March 2024	SA Branch	Branch Vice President Branch Councillor (Electorate 5)	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, Natasha Brown, being the Branch Secretary of the CPSU (SPSF Group) SA 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: Natasha Brown

Dated: 27 March 2024

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to 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:

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
SA	26/03/24	Branch Vice President	Raylene Dawson	VACANT	VACANT	VACANT
SA	26/03/24	Branch Councillor (Electorate 5)	Raylene Dawson	VACANT	VACANT	VACANT



Community and Public Sector Union

CPSU (State Public Services Federation Tasmania) Inc. - CPSU (SPSF Group, Tasmanian Branch)

28 March 2024

Commissioner
Fair Work Commission
GPO Box 1994
MELBOURNE VIC 3001

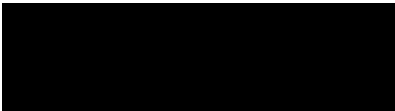
Dear Sir/Madam,

ONGOING REPORTING OBLIGATIONS FOR CPSU (SPSF GROUP, TASMANIAN BRANCH) CHANGES TO LIST OF OFFICE HOLDERS

I Thirza White being the Branch Secretary of CPSU (SPSF Group, 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 section 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.

Yours sincerely



Thirza White
Branch Secretary
CPSU (SPSF Group, Tasmanian Branch)

ANNEXURE A

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

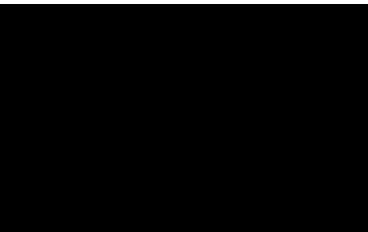
Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

Branch	Date of Change	Name of Office that has changed	Name of <u>Old</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>Old</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>Old</u> Office Holder
<i>Tasmania</i>	<i>19.05.2023</i>	<i>Branch Councillor</i>	<i>Simon Lynch</i>	<i>Vacant</i>	<i>c/- 157 Collins Street Hobart Tas 7000</i>	<i>Public Servant</i>

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, ANDY SMITH, being the BRANCH SECRETARY of the COMMUNITY AND PUBLIC SECTOR UNION/SPSF WESTERN AUSTRALIAN PRISON OFFICERS (WAPOU) 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 MARCH 2024.....

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to regorgs@roc.gov.au]

ANNEXURE A

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

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

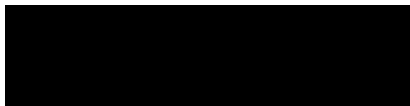
Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
<i>W.APOU Branch</i>	<i>22/2/24</i>	<i>Melaleuca Delegate to Branch Council</i>	<i>William Edwards</i>	<i>Resigned as Delegate</i>	<i>Vacant</i>		

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, WAYNE TOWNSEND, being the ACTING BRANCH SECRETARY of the COMMUNITY AND PUBLIC SECTOR UNION/SPSF GROUP 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:



Wayne Townsend
Acting Branch Secretary

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].

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
<i>CPSU/SPSF Victorian Branch</i>	<i>20-3-2024</i>	<i>Branch Councillor</i>	<i>Stephen Walsh</i>			



20 March 2024

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: SPSF WA Branch postbox@cpsu.org.au
PSU Group kathryn.landsberry@cpsu.org.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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.

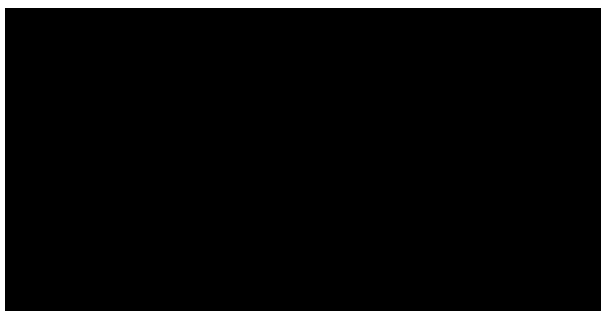
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
11 March 2024	PSU Group	S09 Section Treasurer S34 01 Services Australia ACT Governing Councillor	Yes
11 March 2024	SPSF Group WA Branch	Branch Councillor	Yes
19 March 2024	PSU Group	S09 CSIRO ACT Section Councillor S09 CSIRO NT Section 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, Melissa Donnelly, being the National Secretary of the Community and Public Sector Union (PSU Group) 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: Melissa Donnelly

Dated: 15 March 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@fwc.org.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 the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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
<i>CPSU PSU Group</i>	<i>22 February 2024</i>	<i>S09 CSIRO ACT Section Councillor</i>	<i>Vacant</i>	<i>Nunzio Knerr</i>	<i>c/- 4/224 Bunda Street, Canberra City ACT,2601</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>22 February 2024</i>	<i>S09 CSIRO NT Section Councillor</i>	<i>Vacant</i>	<i>Tracey Rehbein</i>	<i>c/- 1/38 Woods Street, Darwin, NT, 0800</i>	<i>Public Servant</i>

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, Rikki Hendon, being the Branch Secretary of the Community and Public Sector Union SPSF Group 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: Rikki Hendon

Dated: 11/3/2024

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

ANNEXURE A

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

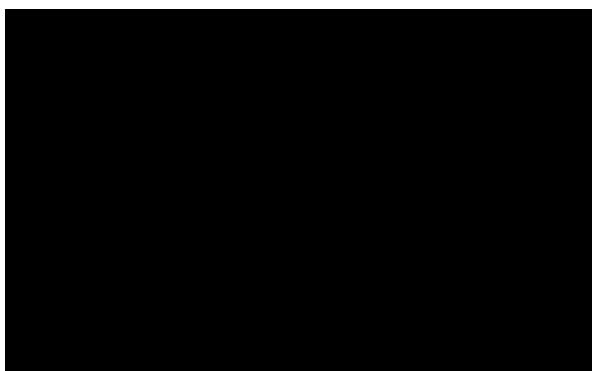
Changes to Offices and Office Holders in the Organisation and its Branches [insert as many pages as required]:

Branch	Date of Change	Name of Office that has changed	<u>Name of 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
CPSU SPSF Group WA Branch	27/02/2024	Branch Councillor	Janet Collings	N/A	N/A	N/A

**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, Melissa Donnelly, being the National Secretary of the Community and Public Sector Union (PSU Group) 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: Melissa Donnelly

Dated: 11 March 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@fwc.org.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 the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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
<i>CPSU PSU Group</i>	<i>15 February 2024</i>	<i>S09 Section Treasurer</i>	<i>Vacant</i>	<i>Scott Wilkinson (acting appointment pending CPSU casual elections 2024)</i>	<i>c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>15 February 2024</i>	<i>S34 01 Services Australia ACT Governing Councillor</i>	<i>Franklin Powers (resigned, transferred to different agency)</i>	<i>Vacant</i>		



4 March 2024

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsuVIC.org

cc: WAPOU Branch wapou@wapou.asn.au
SPSF Victoria Branch enquiry@cpsuVIC.org

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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.



Late notification warning

Appendix A contains late notifications. Please inform the relevant officer that this has been recorded against AR2023/23.

Late notifications are a serious issue that impacts on the transparency of the whole organisation to its members. Members should be able to tell who their officers are.

We have included some resources below to help support your good governance in relation to notifications of change.

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*).

Appendix A shows late notifications

A notification from your organisation indicates that changes occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring.

Late notifications have the potential to attract a civil penalty.

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 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](#).

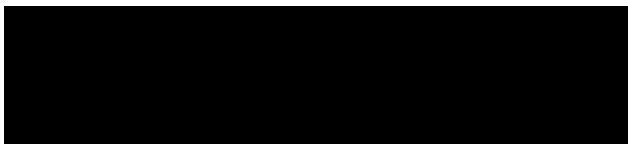
Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
22 February 2024	WAPOU Branch	Melaleuca Delegate to Branch Council	Yes
27 February 2024	SPSF Victoria Branch	Branch Councillor	No, 4 days
27 February 2024	SPSF Victoria Branch	Branch Councillor	Yes

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, KAREN BATT, being the BRANCH SECRETARY of the COMMUNITY AND PUBLIC SECTOR UNION/SPSF GROUP 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:



Karen Batt
Branch Secretary

Dated: 27 February 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].

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.]

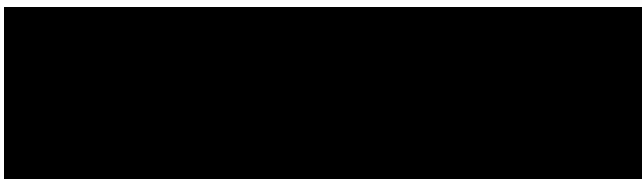
Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
<i>CPSU/SPSF Victorian Branch</i>	<i>26-2- 2024</i>	<i>Branch Councillor</i>	<i>Stephen Patterson</i>			

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, KAREN BATT, being the BRANCH SECRETARY of the COMMUNITY AND PUBLIC SECTOR UNION/SPSF GROUP 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:



Karen Batt
Branch Secretary

Dated: 23 January 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].

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.]

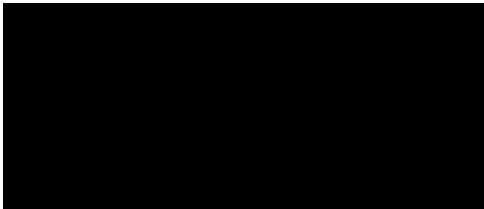
Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
<i>CPSU/SPSF Victorian Branch</i>	<i>18-1- 2024</i>	<i>Branch Councillor</i>	<i>Leah Gullan</i>			

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, ANDY SMITH, being the BRANCH SECRETARY of the COMMUNITY AND PUBLIC SECTOR UNION/SPSF WESTERN AUSTRALIAN PRISON OFFICERS (WAPOU) 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:

5TH FEBRUARY 2024

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to regorgs@roc.gov.au]

ANNEXURE A

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

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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 (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
<i>WAPOU Branch</i>	<i>22/2/24</i>	<i>Melaleuca Delegate to Branch Council</i>	<i>William Edwards</i>	<i>Resigned as Delegate</i>	<i>Vacant</i>		



12 February 2024

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: PSU Group- kathryn.landsberry@cpsu.org.au
SPSF Group WA Branch- postbox@cpsu.org.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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.



Late notification warning

Appendix A contains late notifications. Please inform the relevant officer that this has been recorded against AR2023/23.

Late notifications are a serious issue that impacts on the transparency of the whole organisation to its members. Members should be able to tell who their officers are.

We have included some resources below to help support your good governance in relation to notifications of change.

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 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.

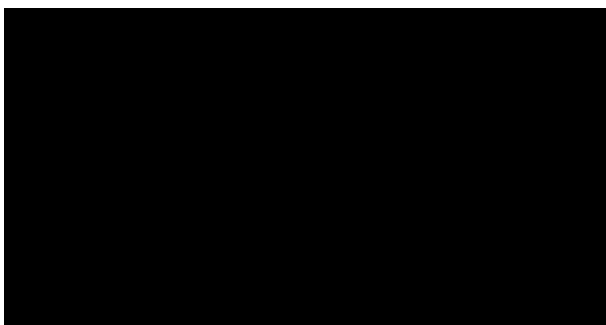
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
01/02/2024	SPSF Group WA Branch	Proxy Branch Councillor	No, 167 Days
02/02/2024	PSU Group	Assistant National Secretary, Deputy National President (2), Deputy Secretary, National President, Section Deputy President, Section President (2), Section Secretary (14), Councillor (16) Councillor - Abolished	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, Melissa Donnelly, being the National Secretary of the Community and Public Sector Union (PSU Group) 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: Melissa Donnelly

Dated: 2 February 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@fwc.org.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 the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>Assistant National Secretary</i>	<i>Michael Tull</i>	<i>Melissa Payne</i>	<i>c/- PO Box K243, Haymarket, NSW, 1240</i>	<i>Union Official</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>Deputy National President</i>	<i>Matthew Harrison – acting</i>	<i>Matthew Harrison</i>	<i>c/- PO Box 13046, Law Courts, Melbourne, VIC, 8010</i>	<i>Union Official</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>Deputy National President</i>	<i>Melissa Payne</i>	<i>Beth Vincent-Pietsch</i>	<i>c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601</i>	<i>Union Official</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>Deputy Secretary</i>	<i>Beth Vincent-Pietsch</i>	<i>Rebecca Fawcett</i>	<i>c/- PO Box K243, Haymarket, NSW, 1240</i>	<i>Union Official</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>National President</i>	<i>Brooke Muscat – acting</i>	<i>Brooke Muscat</i>	<i>c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601</i>	<i>Union Official</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S01 ABC, Section Secretary</i>	<i>Sinddy Ealy</i>	<i>Jocelyn Gammie</i>	<i>c/- PO Box K243, Haymarket, NSW, 1240</i>	<i>Elected Official</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S02 ACT Gov, Governing Councillor</i>	<i>Christopher Warren</i>	<i>Rebecca Adams</i>	<i>c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601</i>	<i>Public Servant</i>

CPSU PSU Group	1 January 2024	S02 ACT Gov, Governing Councillor	New position	Sean Hambrook	c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
CPSU PSU Group	1 January 2024	S03 Treasury & Finance, Section Secretary	Oliver Mispelhorn	Michael Thrower	c/- PO Box K243, Haymarket, NSW, 1240	Public Servant
CPSU PSU Group	1 January 2024	S06 Attorney Generals, Section Secretary	Finbar Piper	Nelson Tang	c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
CPSU PSU Group	1 January 2024	S09 CSIRO, Section Deputy President	Steve Charles	Anna Campbell	c/- 15/300 Adelaide Street, Brisbane, QLD, 4000	Public Servant
CPSU PSU Group	1 January 2024	S09 CSIRO, TAS, Section Councillor	Vacant	Scott Philip	c/- CPSU, 3/115 Collins Street, Hobart, TAS, 7000	Public Servant
CPSU PSU Group	1 January 2024	S09 CSIRO, WA, Section Councillor	Elizabeth Hulm – acting	Steve Charles	c/- CPSU, 1/445 Hay Street, Perth, WA, 6000	Public Servant
CPSU PSU Group	1 January 2024	S09 CSIRO, Sth QLD, Section Councillor	Anna Campbell	vacant		
CPSU PSU Group	1 January 2024	S11 Home Affairs, Section President	Stacey Harris	Andrew Kensy	c/- PO Box K243, Haymarket, NSW, 1240	Public Servant
CPSU PSU Group	1 January 2024	S11 Home Affairs, Governing Councillor	Mark Fontana	Carolyn Austin	c/- PO Box K243, Haymarket, NSW, 1240	Public Servant
CPSU PSU Group	1 January 2024	S11 Home Affairs, Governing Councillor	Andrew Kensy	Theresa Wallace	c/- 15/300 Adelaide Street, Brisbane, QLD, 4000	Public Servant
CPSU PSU Group	1 January 2024	S13 Defence, Governing Councillor	Rhys Albress – acting	Rhys Albress	c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant

<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S14 NDIA, Section Secretary</i>	<i>Bettina Prescott</i>	<i>Paul Wray</i>	<i>c/- PO Box K243, Haymarket, NSW, 1240</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S14 NDIA, Governing Councillor</i>	<i>Paul Wray</i>	<i>Simon Smith</i>	<i>c,- CPSU, 101 Henley Beach Road, Mile End, SA, 5031</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S15 Food Inspectorial, Section Secretary</i>	<i>Phillip Davidge</i>	<i>Anthony Lees</i>	<i>c/- PO Box K243, Haymarket, NSW, 1240</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S16 Foreign Affairs, Aid and Trade, Section Secretary</i>	<i>Vacant</i>	<i>Blain Canning</i>	<i>c/- PO Box 13046, Law Courts, Melbourne, VIC, 8010</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S19 NTPS Governing Councillor</i>	<i>Yasmin Fairbrother – acting</i>	<i>Yasmin Fairbrother</i>	<i>c/- 1/38 Woods Street, Darwin, NT, 0800</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S20 Prime Minister and Cabinet, Section Secretary</i>	<i>Charlie Gonzalez – acting</i>	<i>Charlie Gonzalez</i>	<i>c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S22 Statistics, Section Secretary</i>	<i>Donna Chapman – acting</i>	<i>Donna Chapman</i>	<i>c/- 101 Henley Beach Road, Mile End, SA, 5031</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S22 Statistics, Governing Councillor</i>	<i>New position</i>	<i>Mark Manea</i>	<i>c/- CPSU, 1/445 Hay Street, Perth, WA, 6000</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S23 Tax, Section President</i>	<i>Siobhan Mclver – acting</i>	<i>Siobhan Mclver</i>	<i>c/- 1/445 Hay Street, Perth, WA, 6000</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>31 January 2024</i>	<i>S23 Tax, Governing Councillor</i>	<i>Ed Coogan</i>	<i>Ed Coogan (acting position until CPSU casual elections 2024)</i>	<i>c/- PO Box 13046, Law Courts, Melbourne, VIC, 8010</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S27 Veterans’ Affairs, Section Secretary</i>	<i>Vacant</i>	<i>Shane Wright</i>	<i>c/- 3/115 Collins Street, Hobart, TAS, 7000</i>	<i>Public Servant</i>

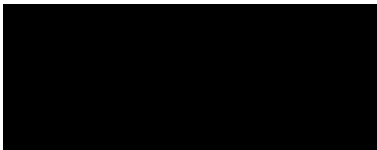
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S29 Science Resources, Section Secretary</i>	<i>Darren Cameron</i>	<i>Ben Vagnarelli</i>	<i>c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S32 Electoral and Employment Regulation, Section Secretary</i>	<i>Sam Ramsay</i>	<i>Tamsin Anspach</i>	<i>c/- 101 Henley Beach Road, Mile End, SA, 5031</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S32 Electoral and Employment Regulation, Governing Councillor</i>	<i>New position</i>	<i>Phil Brennan</i>	<i>c/- PO Box K243, Haymarket, NSW, 1240</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S33 National Security, Section Secretary</i>	<i>Vacant</i>	<i>Craig Freeman</i>	<i>c/- 1/445 Hay Street, Perth, WA, 6000</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S34 Services Australia, ACT, Governing Councillor</i>	<i>Vacant</i>	<i>Franklin Powers</i>	<i>c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S34 Services Australia, NSW, Governing Councillor</i>	<i>Tris Carey</i>	<i>Position abolished</i>		
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S34 Services Australia, Sth QLD, Governing Councillor</i>	<i>Paula Thomas</i>	<i>Renea McCauley</i>	<i>c/- 15/300 Adelaide Street, Brisbane, QLD, 4000</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S34 Services Australia, WA, Governing Councillor</i>	<i>Vanessa Ferguson</i>	<i>Piers Harbin</i>	<i>c/- 1/445 Hay Street, Perth, WA, 6000</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S35 Environment, Section Secretary</i>	<i>William Barrett – acting</i>	<i>William Barrett</i>	<i>c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601</i>	<i>Public Servant</i>

<i>CPSU PSU Group</i>	<i>1 January 2024</i>	<i>S36 Employment, Skills, and Workplace Relations, Section Secretary</i>	<i>Luke O'Connor – acting</i>	<i>Luke O'Connor</i>	<i>c/- 101 Henley Beach Road, Mile End, SA, 5031</i>	<i>Public Servant</i>
-------------------------------	---------------------------	---	-------------------------------	----------------------	--	-----------------------

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, Rikki Hendon, being the Branch Secretary of the Community and Public Sector Union SPSF Group 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: Rikki Hendon

Dated: 1st February 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].

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]:

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
CPSU SPSF Group WA Branch	14/07/2023	Proxy Branch Councillor	Philip Trainer	N/A Due to recent rule changes to proxy councillors.	N/A	N/A



22 January 2024

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: SPSF Group WA Branch postbox@cpsu.org.au
SPSF Group SA Branch enquiries@cpsu.asn.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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
18 January 2024	SPSF Group WA Branch	Branch Councillor (2)	Yes
19 January 2024	SPSF Group SA Branch	Branch Councillor (Electorate 5)	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, Natasha Brown, being the Branch Secretary of the CPSU (SPSF Group) SA 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: Natasha Brown

Dated: 19 January 2024

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to 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:

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
SA	09/01/24	Branch Councillor (Electorate 5)	Corrine Whalen	VACANT	VACANT	VACANT

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, Rikki Hendon, being the Branch Secretary of the Community and Public Sector Union SPSF Group 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: Rikki Hendon

Dated: 18 January 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].

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]:

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
CPSU SPSF Group WA Branch	18/12/2023	Branch Councillor	Charles Brown	Vacant	Vacant	Vacant
CPSU SPSF Group WA Branch	31/12/2023	Branch Councillor	Graham Thompson	Vacant	Vacant	Vacant



15 December 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: PSU Group- kathryn.landsberry@cpsu.org.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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.



Late notification warning

Appendix A contains late notifications. Please inform the relevant officer that this has been recorded against AR2023/23.

Late notifications are a serious issue that impacts on the transparency of the whole organisation to its members. Members should be able to tell who their officers are.

We have included some resources below to help support your good governance in relation to notifications of change.

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 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
24/11/2023	PSU Group	Section Secretary	No, 2 Days.

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, Melissa Donnelly, being the National Secretary of the Community and Public Sector Union (PSU Group) 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: Melissa Donnelly



Dated: 23 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.org.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 the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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
<i>CPSU PSU Group</i>	<i>18 October 2023</i>	<i>S23 Tax, Section President</i>	<i>Vacant</i>	<i>Siobhan McIver</i>	<i>c/- 1/445 Hay Street, Perth, WA, 6000</i>	<i>Public Servant</i>



20 November 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: SPSF Victoria Branch enquiry@cpsu.org.au
PSU Group kathryn.landsberry@cpsu.org.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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](#).

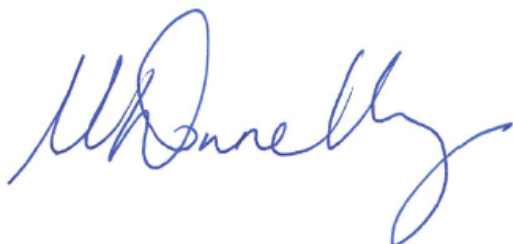
Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
9 November 2023	SPSF Victoria Branch	Branch Councillor	Yes
14 November 2023	PSU Group	S20 Prime Minister and Cabinet, Section Secretary S35 Environment, Section Secretary	Yes

**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, Melissa Donnelly, being the National Secretary of the Community and Public Sector Union (PSU Group) 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: Melissa Donnelly



Dated: 13 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.org.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 the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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
<i>CPSU PSU Group</i>	<i>19 October 2023</i>	<i>S20 Prime Minister and Cabinet, Section Secretary</i>	<i>Vacant</i>	<i>Charlie Gonzales (acting position pending CPSU elections 2023)</i>	<i>c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>	<i>19 October 2023</i>	<i>S35 Environment, Section Secretary</i>	<i>Vacant</i>	<i>William Barrett (acting position pending CPSU elections 2023)</i>	<i>c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601</i>	<i>Public Servant</i>

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, WAYNE TOWNSEND, being the BRANCH ASSISTANT SECRETARY of the COMMUNITY AND PUBLIC SECTOR UNION/SPSF GROUP 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: 

Wayne Townsend
Branch Assistant Secretary

Dated: 9 November 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].

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
<i>CPSU/SPSF Victorian Branch</i>	<i>30-10-2023</i>	<i>Branch Councillor</i>		<i>Mitchell Vandewerdt-Holman</i>	<i>C/- CPSF/SPSF Group Victorian Branch, PO Box 24233</i>	<i>Public servant</i>



25 October 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: PSU Group, kathryn.landsberry@cpsu.org.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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.

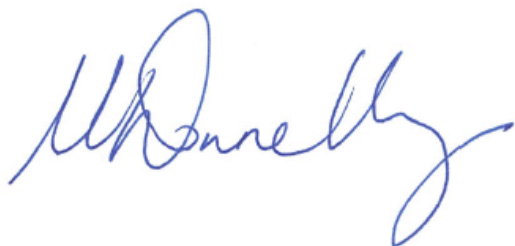
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
17 October 2023	PSU Group	S35 Environment, Section Secretary S20 Prime Minister & Cabinet, Section Secretary	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, Melissa Donnelly, being the National Secretary of the Community and Public Sector Union (PSU Group) 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: Melissa Donnelly

Dated: 17 October 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.org.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 the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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
<i>CPSU PSU Group</i>	<i>3 October 2023</i>	<i>S35 Environment, Section Secretary</i>	<i>Damien Bond (resignation)</i>	<i>Vacant</i>		
<i>CPSU PSU Group</i>	<i>5 October 2023</i>	<i>S20 Prime Minister & Cabinet, Section Secretary</i>	<i>Gabriel Steger (resignation)</i>	<i>Vacant</i>		



4 October 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: SPFS Group, WA Branch postbox@cpsu.org.au
PSU Group, kathryn.landsberry@cpsu.org.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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
28 September 2023	SPSF Group, WA Branch	Branch Councillor	Yes
03 October 2023	PSU Group	S23 Tax, Section 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, Melissa Donnelly, being the National Secretary of the Community and Public Sector Union (PSU Group) 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: Melissa Donnelly



Dated: 28 September 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.org.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*]:

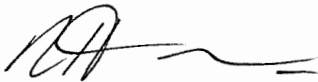
Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
<i>CPSU PSU Group</i>	<i>4 September 2023</i>	<i>S23 Tax, Section President</i>	<i>Justina Friedrich (resigned)</i>	<i>vacant</i>		

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, Rikki Hendon, being the Branch Secretary of the Community and Public Sector Union SPSF Group 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: Rikki Hendon

Dated: 27th September 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].

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]:

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
CPSU SPSF Group WA Branch	26/09/2023	Branch Councillor	Alana Herbert	Vacant	Vacant	Vacant



27 September 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: SPSF Group, SA- enquiries@cpsu.asn.au
WAPOU- wapou@wapou.asn.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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
21/09/2023	SPSF SA	Branch Councillor	Yes
27/09/2023- 2 Noc's received on 27/09/2023.	WAPOU	Delegate to Branch Council (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, ANDY SMITH, being the BRANCH SECRETARY of the COMMUNITY AND PUBLIC SECTOR UNION/SPSF WESTERN AUSTRALIAN PRISON OFFICERS (WAPOU) 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: 27.9-23

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to regorgs@roc.gov.au]

ANNEXURE A

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

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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 (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
WAPOU Branch	6/9/23	Drug Detection Unit Delegate to Branch Council	Glenn Marriott	Resigned as Delegate	Vacant		

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, ANDY SMITH, being the BRANCH SECRETARY of the COMMUNITY AND PUBLIC SECTOR UNION/SPSF WESTERN AUSTRALIAN PRISON OFFICERS (WAPOU) 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: 27-9-23

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to regorgs@roc.gov.au]

ANNEXURE A

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

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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 (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
<i>WAPOU Branch</i>	<i>22/9/23</i>	<i>Bunbury Delegate to Branch Council</i>	<i>Shadd Elson</i>	<i>Resigned as Delegate</i>	<i>Vacant</i>		

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, Natasha Brown, being the Branch Secretary of the CPSU (SPSF Group) SA 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: Natasha Brown

Dated: 21 September 2023

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

ANNEXURE A

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

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
SA	18/09/2023	Branch Councillor (Electoral 7)	VACANT	Robert Thompson	C/- CPSU (SPSF) SA Branch, 122 Pirie Street, Adelaide, SA 5000	Public Servant



18 September 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsuVIC.org

cc: SPSF Group WA Branch postbox@cpsuCSA.org

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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
12 September 2023	SPSF Group, WA Branch	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, Rikki Hendon, being the Branch Secretary of the Community and Public Sector Union SPSF Group 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: Rikki Hendon

Dated: 12th September 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].

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]:

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
CPSU SPSF Group WA Branch	10/08/2023	Branch Councillor	Melissa Hirjee	Vacant	Vacant	Vacant
CPSU SPSF Group WA Branch	11/09/2023	Branch Councillor	Leanne Reid	Vacant	Vacant	Vacant



11 September 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: PSU Group kathryn.landsberry@cpsu.org.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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
4 September 2023	PSU Group	S09.06 WA CSIRO Section 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, Melissa Donnelly, being the National Secretary of the Community and Public Sector Union (PSU Group) 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: Melissa Donnelly

Dated: 4 September 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.org.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 the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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
<i>CPSU PSU Group</i>	<i>16 August 2023</i>	<i>S09.06 WA CSIRO Section Councillor</i>	<i>Vacant</i>	<i>Elizabeth Hulm</i>	<i>c/- CPSU, 1/445 Hay Street, PERTH, WA 6000</i>	<i>Public Servant</i>
<i>CPSU PSU Group</i>						



4 September 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsuvic.org

cc: WAPOU wapou@wapou.asn.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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 September 2023	WAPOU Branch	Broome Delegate to Branch Council	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, ANDY SMITH, being the BRANCH SECRETARY of the COMMUNITY AND PUBLIC SECTOR UNION/SPSF WESTERN AUSTRALIAN PRISON OFFICERS (WAPOU) 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: 31 - AUGUST - 2023.

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to regorgs@roc.gov.au]

ANNEXURE A

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

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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 (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
<i>WAPOU Branch</i>	<i>30/08/2023</i>	<i>Broome Delegate To Branch Council</i>	<i>Jamie Marshall</i>	<i>Resigned as Delegate</i>	<i>Vacant</i>		



21 August 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: SPSF Group Tasmania Branch cpsu@tas.cpsu.com.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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
16 August 2023	SPSF Group, Tasmania Branch	Branch Councillor	Yes



Community and Public Sector Union

CPSU (State Public Services Federation Tasmania) Inc. - CPSU (SPSF Group, Tasmanian Branch)

16 August 2023

Commissioner
Fair Work Commission
GPO Box 1994
MELBOURNE VIC 3001

Dear Sir/Madam,

ONGOING REPORTING OBLIGATIONS FOR CPSU (SPSF GROUP, TASMANIAN BRANCH) CHANGES TO LIST OF OFFICE HOLDERS

I Thirza White being the Branch Secretary of CPSU (SPSF Group, 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 section 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.

Yours sincerely

Thirza White
Branch Secretary
CPSU (SPSF Group, Tasmanian Branch)

ANNEXURE A

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

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

Branch	Date of Change	Name of Office that has changed	Name of <u>Old</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>Old</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>Old</u> Office Holder
<i>Tasmania</i>	<i>16.8.2023</i>	<i>Branch Councillor</i>	<i>Sonia Guizzo</i>	<i>Vacant</i>	<i>c/- 157 Collins Street Hobart Tas 7000</i>	<i>Public Servant</i>



16 August 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: PSU Group kathryn.landsberry@cpsu.org.au SPSF Group, SA Branch enquiries@cpsu.asn.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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
4 August 2023	SPSF Group, SA Branch	Branch Councillor (Electoral 8)	Yes
9 August 2023	PSU Group	S27 Vets Affairs, Section Secretary	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, Melissa Donnelly, being the National Secretary of the Community and Public Sector Union (PSU Group) 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: Melissa Donnelly

Dated: 9 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.org.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 the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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
<i>CPSU PSU Group</i>	<i>7 August 2023</i>	<i>S27 Vets Affairs, Section Secretary</i>	<i>Mariusz Kalinowski (resignation)</i>	<i>vacant</i>		
<i>CPSU PSU Group</i>						

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, Christian Hagivassilis, being the Acting Branch Secretary of the CPSU (SPSF Group) SA 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: Christian Hagivassilis

Dated: 3 August 2023

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

ANNEXURE A

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

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
SA	30/07/2023	Branch Councillor (Electoral 8)	Gayle Peak	VACANT	VACANT	VACANT



1 August 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: SPSF Group TAS- cpsu@tas.cpsu.com.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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
24/07/2023	SPSF Group- TAS	Branch Councillor	Yes



Community and Public Sector Union

CPSU (State Public Services Federation Tasmania) Inc. - CPSU (SPSF Group, Tasmanian Branch)

24 July 2023

Commissioner
Fair Work Commission
GPO Box 1994
MELBOURNE VIC 3001

Dear Sir/Madam,

ONGOING REPORTING OBLIGATIONS FOR CPSU (SPSF GROUP, TASMANIAN BRANCH) CHANGES TO LIST OF OFFICE HOLDERS

I Thomas Lynch being the Acting Branch Secretary of CPSU (SPSF Group, 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 section 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.

Yours sincerely

Thomas Lynch
Acting Branch Secretary
CPSU (SPSF Group, Tasmanian Branch)

ANNEXURE A

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

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

Branch	Date of Change	Name of Office that has changed	Name of <u>Old</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>Old</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>Old</u> Office Holder
<i>Tasmania</i>	<i>13.7.2023</i>	<i>Branch Councillor</i>	<i>Jason Buckley</i>	<i>Vacant</i>	<i>c/- 157 Collins Street Hobart Tas 7000</i>	<i>Public Servant</i>



21 July 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: SA-enquiries@cpsu.asn.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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
17/07/2023	SPSF Group SA 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, Natasha Brown, being the Branch Secretary of the CPSU (SPSF Group) SA 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: Natasha Brown

Dated: 17 July 2023

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

ANNEXURE A

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

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
SA	16/07/2023	Branch Councillor (Electoral 7)	Kym Grantham	VACANT	VACANT	VACANT



6 July 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: WAPOU- wapou@wapou.asn.au
TAS- cpsu@tas.cpsu.com.au
VIC- enquiry@cpsu.org.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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
16/05/2023	WAPOU	Casuarina Delegate to Branch Council	Yes
19/05/2023	TAS	Branch Councillor	Yes
01/06/2023	SPSF VIC	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, Karen Batt, being the Branch Secretary of the CPSU/SPSF Group 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: Karen Batt, CPSU/SPSF Group Victorian Branch

Dated: 1-6-2023

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

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
<i>CPSU/SPSF Victorian Branch</i>	<i>29-5-2023</i>	<i>Branch Councillor</i>	<i>Celia Tran</i>	<i>vacant</i>	<i>vacant</i>	<i>vacant</i>
<i>CPSU/SPSF Victorian Branch</i>	<i>29-5-2023</i>	<i>Branch Councillor</i>		<i>Lee-Anne Raymond</i>	<i>C/- CPSF/SPSF Group Victorian Branch, PO Box 24233</i>	<i>Public servant</i>



Community and Public Sector Union

CPSU (State Public Services Federation Tasmania) Inc. - CPSU (SPSF Group, Tasmanian Branch)

19 May 2023

Commissioner
Fair Work Commission
GPO Box 1994
MELBOURNE VIC 3001

Dear Sir/Madam,

ONGOING REPORTING OBLIGATIONS FOR CPSU (SPSF GROUP, TASMANIAN BRANCH) CHANGES TO LIST OF OFFICE HOLDERS

I Thirza White being the Branch Secretary of CPSU (SPSF Group, 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 section 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.

Yours sincerely

Thirza White
Branch Secretary
CPSU (SPSF Group, Tasmanian Branch)

ANNEXURE A

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

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

Branch	Date of Change	Name of Office that has changed	Name of <u>New Office Holder</u>	Postal Address of <u>Old Office Holder</u> (for privacy reasons, we recommend NOT a private address)	Occupation of <u>Old Office Holder</u>
<i>Tasmania</i>	<i>19.5.2023</i>	<i>Branch Councillor</i>	<i>Simon Lynch</i>	<i>c/- 157 Collins Street Hobart Tas 7000</i>	<i>Public Servant</i>

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, ANDREW J SMITH, being the BRANCH SECRETARY of the COMMUNITY AND PUBLIC SECTOR UNION/SPSF WESTERN AUSTRALIAN PRISON OFFICERS (WAPOU) 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 – Resignation Roger Bisson.

Signed:



Dated:

16. MAY 2023

ANNEXURE A

- Changes to Offices and Office Holders In the Organisation and its Branches:
- *Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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 (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
<i>WAPOU Branch</i>	<i>20/4/23</i>	<i>Casuarina Delegate to Branch Council</i>	<i>Roger Bisson</i>	<i>Resigned as Delegate</i>	<i>Vacant</i>		



11 May 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsu.org.au

cc: PSU Group- kathryn.landsberry@cpsu.org.au

Dear Karen Batt

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the CPSU, the Community and Public Sector Union (AR2023/23).

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 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
26/04/2023	PSU Group	Section 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, Melissa Donnelly, being the National Secretary of the Community and Public Sector Union (PSU Group) 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: Melissa Donnelly

A handwritten signature in blue ink, appearing to read 'M Donnelly', with a stylized flourish at the end.

Dated: 26 April 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.org.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 the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take 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
<i>CPSU PSU Group</i>	<i>31 March 2023</i>	<i>S09.SS01 CSIRO ACT, Section Councillor</i>	<i>Tom Harwood (resigned)</i>	<i>vacant</i>		



31 March 2023

Karen Batt
Joint National Secretary
CPSU, the Community and Public Sector Union
Sent via email: kbatt@cpsuvic.org

Dear Karen Batt

The CPSU, the Community and Public Sector Union'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	AR2023/23
Lodgement date	23 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.

Yours sincerely

Fair Work Commission

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

I, Karen Batt, a Joint National Secretary of the CPSU, the Community and Public Sector Union, 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
 1. *CPSU, the Community and Public Sector Union*
Level 1, 54 Foveaux Street
Surry Hills NEW SOUTH WALES 2010.¹
 - The name and address of each branch of the organisation is:²
 1. *CPSU, the Community and Public Sector Union*
Public Sector, Professional, Scientific Research, Technical, Communications, Aviation and Broadcasting Union (PSU) Group
Level 1, 54 Foveaux Street
Surry Hills NEW SOUTH WALES 2010
 2. *CPSU, the Community and Public Sector Union*
(PSU Group) CSIRO Section
Level 3, 99 William Street
Melbourne VICTORIA 3000

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

3. *CPSU, the Community and Public Sector Union
State Public Services Federation (SPSF) Group – Federal Office
Level 10, 128 Exhibition Street
Melbourne VICTORIA 3000*

4. *CPSU, the Community and Public Sector Union,
SPSF Group, Victorian Branch
Level 10, 128 Exhibition Street
Melbourne VICTORIA 3000*

5. *CPSU, the Community and Public Sector Union
SPSF Group, New South Wales Branch
Level 12, 160 Clarence St
Sydney NEW SOUTH WALES 2000*

6. *CPSU, the Community and Public Sector Union
SPSF Group Tasmanian Branch
157 Collins Street
Hobart TASMANIA 7000*

7. *CPSU, the Community and Public Sector Union
SPSF Group South Australian Branch
122 Pirie Street
Adelaide SOUTH AUSTRALIA 5000*

8. *CPSU, the Community and Public Sector Union,
Western Australian Branch
445 Hay Street
Perth WESTERN AUSTRALIA 6000*

9. *CPSU, the Community and Public Sector Union,
SPSF Group, Western Australian Prison Officers' Union Branch
63 Railway Parade
Mt Lawley WESTERN AUSTRALIA 6050*

On 31 December in the previous year the number of members was 119,726

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.

1. PSU Group

Under the rules of the organisation, the following elections must be held between 1 January and 31 December of this year

Elections of offices within the PSU group in accordance with Section 3 of Chapter B of the CPSU rules.

2. STATE PUBLIC SERVICES FEDERATION GROUP

Under the rules of the organisation, there are no elections scheduled within this group between 1 January and 31 December of this year.

- During the previous 12 months³ 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.⁴

Signed: 

Karen Batt, Joint National Secretary

Dated: 23 March 2023

[PLEASE NOTE: This declaration must be lodged with the Registered Organisations Commission by 31 March. It can be submitted to regorgs@fwc.gov.au. If at any time in the year this information changes a Notification of Changes must be lodged with the ROC within 35 days of the change.⁵]

ANNEXURE A FOLLOWS

³ s.230(1)(d); reg.147(b) & (c)

⁴ s.230(1)(d); reg.147(b) & (c)

⁵ s.233(2); reg. 151

ANNEXURE A

Offices and Office Holders in the Organisation and its Branches:

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
GROUP	National Officers Committee			
GROUP	Joint National President	Thomas Lynch	c/- CPSU SPSF Group, Tasmanian Branch 157 Collins Street, Hobart TAS 7000	Paid Official
GROUP	Joint National President	Brooke Muscat	c/- CPSU PSU Group Level 4, 224 Bunda Street, Canberra, ACT, 2601	Union Official
GROUP	Joint National Secretary	Karen Batt	c/- CPSU SPSF Group, Victorian Branch PO Box 24233 Melbourne VIC 3001	Paid Official
GROUP	Joint National Secretary	Melissa Donnelly	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Union Official
GROUP	National Officers Committee member	Rikki Hendon	c/- CPSU SPSF Group, Western Australian Branch PO Box X2252 Perth WA 6847	Paid Official
GROUP	National Officer Committee member	Natasha Brown	c/- CPSU SPSF Group, South Australian Branch GPO Box 2170 Adelaide SA 5001	Paid Official
GROUP	National Officers Committee member	Peter Lillywhite	c/- CPSU SPSF Group, Victorian Branch PO Box 24233 Melbourne VIC 3001	Project Manager
GROUP	National Officers Committee member	Stewart Little	c/- CPSU SPSF Group, NSW Branch GPO Box 3365 Sydney NSW 2001	Paid Official

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
GROUP	National Officers Committee member	Matthew Harrison	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Union Official
GROUP	National Officers Committee member	Melissa Payne	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Union Official
GROUP	National Officers Committee member	Andrew J Smith	c/- CPSU SPSF Group, Western Australian Prison Officers Union Branch 63 Railway Parade Mount Lawley WA 6050	Paid Official
GROUP	National Officers Committee member	Michael Tull	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Union Official
GROUP	National Officers Committee member	Thirza White	c/- CPSU SPSF Group, Tasmanian Branch 157 Collins Street, Hobart TAS 7000	Paid Official
CPSU	PSU Group			
	National President	Brooke Muscat	c/- CPSU PSU Group Level 4, 224 Bunda Street, Canberra, ACT, 2601	Union Official
	Deputy National President	Matthew Harrison	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Union Official
	Deputy National President	Melissa Payne	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Union Official
	National Secretary	Melissa Donnelly	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Union Official
	Assistant National Secretary	Michael Tull	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Union Official

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
	Deputy Secretary	Beth Vincent-Pietsch	c/- CPSU PSU Group Level 4, 224 Bunda Street, Canberra, ACT, 2601	Union Official
	ABC Section Secretary	Sinddy Ealy	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Union Official
	ACT Government Section Secretary	Maria Amaro	c/- CPSU PSU Group, Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	ACT Governing Councillor	Christopher Warren	c/- CPSU PSU Group, Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	Agriculture, Water and Environment Section Secretary	Kelly Miller	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Public Servant
	Courts and Tribunals Section secretary	Marko Casule	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Public Servant
	Attorney Generals Section Secretary	Joseph Finbar Piper	c/- CPSU PSU Group, Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	Australia Post Section Secretary	Judy Svarcs	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	AusPost Employee
	Aviation Section Secretary	Dave Waterson	c/- CPSU PSU Group Level 15, 300 Adelaide Street Brisbane, QLD, 4000	Public Servant
	AWE Governing Councillor	Graeme Stewart	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Public Servant
	Broadcasting Section Secretary	VACANT		

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
	Cultural Institutions Section Secretary	Catherine Aldersey	c/- CPSU PSU Group Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	Industry Section Secretary	Jonathan Stallard	c/- CPSU PSU Group Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	Defence Section Secretary	Evan Walton	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Public Servant
	Defence Governing Councillor	Rhys Albress	c/- CPSU PSU Group Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	Electoral and Employment Regulations	Samantha Ramsay	c/- CPSU PSU Group Level 15, 300 Adelaide Street Brisbane, QLD, 4000	Public Servant
	Education Section Secretary	Sarah Dinsmore	c/- CPSU PSU Group, Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	Food Inspectorial Section Secretary	Phillip Davidge	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Public Servant
	Foreign Affairs, Aid and Trade Section Secretary	VACANT		
	Health Section Secretary	Louis Larcen	c/- CPSU PSU Group Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	Home Affairs Section President (Direct)	Stacey Harris	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Public Servant
	Home Affairs Section Secretary	Richard Selim	c/- CPSU PSU Group Level 1, 445 Hay Street Perth, WA, 6000	Public Servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
	Home Affairs Immigration and ABF Governing Councillor	Mark Fontana	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Public Servant
	Home Affairs Governing Councillor (New Position)	Andrew Kensy	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Public Servant
	Indigenous Peoples Organisations Section Secretary	Jo Kerr	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Public Servant
	Industry, Intellectual Property & Communication Section Secretary	Kate McLean	c/- CPSU PSU Group Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	Meteorology Section Secretary	Steven McGibbony	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Public Servant
	National Security Section Secretary	VACANT		
	NDIA Section Secretary	Bettina Prescott	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Public Servant
	NDIA Governing Councillor	Paul Wray	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Public Servant
	NT Public Service Section Secretary	Christine Short	c/- 1/38 Woods Street, Darwin NT 0800	Public Servant
	NT Public Service Governing Councillor	Yasmin Fairbrother	c/- 1/38 Woods Street, Darwin NT 0800	Public Servant
	Prime Minister and Cabinet Section Secretary	Gabriel Steger	c/- CPSU PSU Group Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
	Private Sector Section Secretary	VACANT		
	Science Resources Section Secretary	Darren Cameron	c/- CPSU 551 Flinders Street, Townsville, QLD, 4810	Public Servant
	Services Australia Section President	Gareth Mills	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Public Servant
	Services Australia Section Secretary	Emma White	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Public Servant
	Services Australia Governing Councillor ACT	VACANT		
	Services Australia Governing Councillor NSW	Ikini Frape	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Public Servant
	Services Australia Governing Councillor NSW	Tristan Carey	c/- CPSU PSU Group PO Box K243, Haymarket, NSW, 1240	Public Servant
	Services Australia Governing Councillor Northern Australia	Donna Van Rynswoud	c/- CPSU PSU Group Level 15, 300 Adelaide Street Brisbane, QLD, 4000	Public Servant
	Services Australia Governing Councillor South QLD	Paula Thomas	c/- CPSU PSU Group Level 15, 300 Adelaide Street Brisbane, QLD, 4000	Public Servant
	Services Australia Governing Councillor SA	Gavin Davis	c/- CPSU PSU Group 101 Henley Beach Road Mile End, SA, 5031	Public Servant
	Services Australia Governing Councillor TAS	Scott Plimpton	c/- CPSU PSU Group Level 3, 115 Collins Street Hobart, TAS, 7000	Public Servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
	Services Australia Governing Councillor VIC	Susan Dennehy	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Public Servant
	Services Australia Governing Councillor WA	Vanessa Ferguson	c/- CPSU PSU Group Level 1, 445 Hay Street Perth, WA, 6000	Public Servant
	Social Services Section Secretary	Lee Forace	c/- Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	Statistics Section Secretary	Donna Chapman	c/- CPSU PSU Group 101 Henley Beach Road Mile End, SA, 5031	Public Servant
	Tax Governing Councillor	Ed Coogan	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Public Servant
	Tax Governing Councillor	Karina McKinnell-Rogers	c/- CPSU PSU Group Level 15, 300 Adelaide Street Brisbane QLD 4000	Public Servant
	Tax Section President (direct)	Justina Friedrich	c/- CPSU PSU Group Level 15, 300 Adelaide Street Brisbane, QLD, 4000	Public Servant
	Tax Section Secretary	Samuel Roehr	c/- CPSU PSU Group Level 15, 300 Adelaide Street Brisbane, QLD, 4000	Public Servant
	Telstra Section Secretary	Benjamin Daly	c/- 551 Flinders Street, Townsville, QLD, 4180	Telstra Employee
	Treasury and Finance	Oliver Mispelhorn	c/- CPSU PSU Group, Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	Veterans' Affairs Section Secretary	Mariusz Kalinowski	c/- CPSU PSU Group, Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
	Environment Section Secretary	Damien Bond	c/- CPSU PSU Group, Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	Employment, Skills and Workplace Relations	Luke O'Connor	c/- CPSU PSU Group 101 Henley Beach Road Mile End, SA, 5031	Public Servant
CPSU	PSU Group CSIRO Section			
	CSIRO Section President (direct)	Sonia Grocke	c/- CPSU PSU Group 101 Henley Beach Road Mile End, SA, 5031	Public Servant
	CSIRO Section Deputy President	Stephen Charles	c/- CPSU PSU Group Level 1, 445 Hay Street Perth, WA, 6000	Public Servant
	CSIRO Section Deputy President	Melissa Skidmore	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Public Servant
	CSIRO Section Secretary	Susan Tonks	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Union Official
	CSIRO Treasurer	Scott Wilkinson	c/- CPSU PSU Group Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	CSIRO ACT Section Councillor	Thomas Harwood	c/- CPSU PSU Group Level 4, 224 Bunda Street, Canberra, ACT, 2601	Public Servant
	CSIRO Northern Australia Section Councillor	Tracey Rehbein	c/- CPSU PSU Group Level 15, 300 Adelaide Street Brisbane, QLD, 4000	Public Servant
	CSIRO NSW Section Councillor	VACANT		

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
	CSIRO SA Section Councillor	Everard Edwards	c/- CPSU PSU Group 101 Henley Beach Road Mile End, SA, 5031	Public Servant
	CSIRO Southern Qld Section Councillor	Anna Campbell	c/- CPSU PSU Group Level 15, 300 Adelaide Street Brisbane, QLD, 4000	Public Servant
	CSIRO Tas Section Councillor	Carlie Devine	c/- CPSU PSU Group Level 3, 115 Collins Street Hobart, TAS, 7000	Public Servant
	CSIRO Vic Section Councillor	Nicholas Lupton	c/- CPSU PSU Group Level 3, 99 William Street, Melbourne Vic 3000	Public Servant
GRP/BR	OFFICE	NAME OF OFFICE HOLDER	OFFICE HOLDERS POSTAL ADDRESS	OFFICE HOLDERS OCCUPATION
CPSU	SPSF Group			
GROUP	Federal Secretary	Karen Batt	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Paid Official
GROUP	Federal President	Thomas Lynch	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Paid Official
CPSU	SPSF Group New South Wales Branch			
GROUP	Federal Vice President - NSW	Stewart Little	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Union official
GROUP	Branch Representative to Federal Executive - NSW	Troy Wright	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Union official

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
GROUP	Federal Council delegate - NSW	Jason Charlton	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Prison Officer
GROUP	Federal Council delegate - NSW	Brook Down	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Public Servant
GROUP	Federal Council delegate - NSW	Nicole Jess	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Prison Officer
GROUP	Federal Council delegate - NSW	Stewart Little	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Union official
GROUP	Federal Council delegate - NSW	Stephen O'Brien	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Librarian/Archivist
GROUP	Federal Council delegate - NSW	Shelley Odewahn	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Inclusion Support Co-ordinator
GROUP	Federal Council delegate - NSW	Scott Pendlebury	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Campus Support Manager
GROUP	Federal Council delegate - NSW	Rachel Smoothy	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Team Leader
GROUP	Federal Council delegate - NSW	Julie Westacott	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Executive Assistant
GROUP	Federal Council delegate - NSW	Troy Wright	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Union official
BRANCH	Branch President	Nicole Jess	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Prison Officer

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Vice President	Stephen O'Brien	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Librarian/Archivist
BRANCH	Branch Vice President	Shelley Odewahn	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Inclusion Support Co-ordinator
BRANCH	Branch Vice President	Rachel Smoothy	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Team Leader
BRANCH	Branch Secretary	Stewart Little	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Union official
BRANCH	Branch Assistant Secretary	Troy Wright	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Union official
BRANCH	Branch Councillor	Jason Charlton	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Prison Officer
BRANCH	Branch Councillor	Brook Down	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Operations Manager
BRANCH	Branch Councillor	Judith Greenwood	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	A/Principal Operations & Policy Officer
BRANCH	Branch Councillor	Ed Kirby	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Technology Support Officer
BRANCH	Branch Councillor	Kylie McKelvie	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Senior Services & Programs Officer
BRANCH	Branch Councillor	Scott Pendlebury	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Campus Support Manager

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Councillor	Leanne Smith	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Data Translation Officer
BRANCH	Branch Councillor	Julie Westacott	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Executive Assistant
BRANCH	Branch Councillor	Tim Smith	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	Heavy Vehicle Inspector
BRANCH	Branch Councillor	Juliette Sizer	c/- CPSU/SPSF Group, NSW Branch, GPO Box 3365, Sydney NSW 2001	School Administration Officer
CPSU	SPSF Group South Australian Branch			
GROUP	Federal Vice President – SA	Natasha Brown	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
GROUP	Branch Representative to Federal Executive – SA	Lillia Rozaklis	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
GROUP	Federal Council delegate – SA	Andrew Beck	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
GROUP	Federal Council delegate – SA	Natasha Brown	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
GROUP	Federal Council delegate – SA	Christian Hagivassilis	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
GROUP	Federal Council delegate – SA	Lillia Rozaklis	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
GROUP	Federal Council delegate – SA	Vacant		
BRANCH	Branch President	Lillia Rozaklis	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Vice President	Gemma Correnti	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Vice President	Raylene Dawson	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Vice President	Jenny Dunstan	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Vice President	Peter Hewish	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Vice President	Vacant		
BRANCH	Branch Secretary	Natasha Brown	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Paid Official
BRANCH	Branch Assistant Secretary	Christian Hagivassilis	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Paid Official
BRANCH	Branch Treasurer	Andrew Beck	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Craig Bates	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Councillor	Andrew Beck	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Mary-Anne Chen	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Anthony Cooke	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Gemma Correnti	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Raylene Dawson	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Jenny Dunstan	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Renee Edwards	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Derek Francis	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Kym Grantham	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Peter Hewish	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Heather Muggridge	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Councillor	Gayle Peak	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Lillia Rozaklis	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Anita Rubini	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Julie Watson	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Corrine Whalen	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Bronwyn Ludlam	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Miriam Wallman	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Mark Stevens	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Kate Pearson	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Cate Mussared	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant
BRANCH	Branch Councillor	Joanne McEntee	c/- CPSU/SPSF Group, SA Branch, GPO Box 2170, Adelaide SA 5001	Public Servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
CPSU	SPSF Group Tasmanian Branch			
GROUP	Federal President - TASMANIA	Thomas Lynch	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Paid Official
GROUP	Federal Vice President - TASMANIA	Thirza White	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Paid Official
GROUP	Branch Representative to Federal Executive - TASMANIA	Thomas Lynch	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Paid Official
GROUP	Federal Council delegate - TASMANIA	Thomas Lynch	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Paid Official
GROUP	Federal Council delegate - TASMANIA	Grant David Ransley	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
GROUP	Federal Council delegate - TASMANIA	Thirza White	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Paid Official
GROUP	Federal Council delegate - TASMANIA	Rosmyn Faulks	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch President	Grant David Ransley	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Vice President	Rosmyn Faulks	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Vice President	Tania Shilcock	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Secretary	Thirza White	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Paid Official
BRANCH	Branch Assistant Secretary	Thomas Lynch	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Paid Official
BRANCH	Branch Executive Councillor	Emil Kavic	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Executive Councillor	Thomas John Courto	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Executive Councillor	Jodie Elmer	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Treasurer	Frances Hall	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Councillor	Natalie Barkoczy	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Councillor	Jason Buckley	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Councillor	Sonia Guizzo	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Councillor	Damian Hingston	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Councillor	Stewart Huxtable	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Councillor	Natalie Luttrell	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Councillor	Simon Lynch	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Councillor	Mark Rippon	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Manager
BRANCH	Branch Councillor	Amanda Louise Smith	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Councillor	Tanya Targett	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Councillor	Leah Woolford	c/- CPSU/SPSF Group, Tasmanian Branch, 157 Collins Street, Hobart TAS 7000	Public Servant
BRANCH	Branch Councillor	VACANT x 2		
CPSU	SPSF Group Victorian Branch			
GROUP	Federal Vice President - VICTORIA	Peter Lillywhite	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Project Manager
GROUP	Branch Representative to Federal Executive - VICTORIA	Wayne Townsend	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Union official
GROUP	Federal Council delegate - VICTORIA	Carol Bakker	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
GROUP	Federal Council delegate - VICTORIA	Mark Halden	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Customer Relationship Consultant
GROUP	Federal Council delegate - VICTORIA	Peter Lillywhite	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Project Manager
GROUP	Federal Council delegate - VICTORIA	Meaghan Smith	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public servant
GROUP	Federal Council delegate - VICTORIA	Wayne Townsend	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Union officer
BRANCH	Branch President	Peter Lillywhite	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Project Manager
BRANCH	Branch Vice President	Carol Bakker	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Senior Community Corrections Officer
BRANCH	Branch Vice President	Mark Halden	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public servant
BRANCH	Branch Secretary	Karen Batt	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Paid Official
BRANCH	Branch Assistant Secretary	Wayne Townsend	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Paid Official
BRANCH	Branch Councillor	Catherine Baldwin	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Travis Batesmith	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Pollution Response Officer

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Councillor	Chris Comeros	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Contract officer
BRANCH	Branch Councillor	Dean Crouch	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Aaron Crump	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Ross Grant	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Marina Grobisa	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public servant
BRANCH	Branch Councillor	Leah Gullan	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Patricia Harty	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Greg Healy	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public servant
BRANCH	Branch Councillor	Adam Lehmann	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Aaron Letica	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Aiden Marcucci	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Councillor	Charlie Marmara	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Stephen Patterson	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Chris Perry	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Project Manager
BRANCH	Branch Councillor	Kathleen Poel	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Forensic Scientist
BRANCH	Branch Councillor	Candice Sallama	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Meaghan Smith	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Eleanor Snowdon	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public Servant
BRANCH	Branch Councillor	Celia Tran	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public servant
BRANCH	Branch Councillor	Aaron Van Winden	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Program manager
BRANCH	Branch Councillor	Stephen Walsh	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	Public servant
BRANCH	Branch Councillor	Vacant x7*	c/- CPSU/SPSF Group, Victorian Branch, PO Box 24233, Melbourne VIC 3001	

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
CPSU	SPSF Group Western Australian Branch			
GROUP	Federal Vice President – WA	Rikki Hendon	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Paid Official
GROUP	Branch Representative to Federal Executive – WA	Matthew Abrahamson	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Project Officer
GROUP	Federal Council delegate – WA	Matthew Abrahamson	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Principal Policy Officer
GROUP	Federal Council delegate – WA	Melanie Bray	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Paid Official
GROUP	Federal Council delegate – WA	Denise Henden	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Coordinator
GROUP	Federal Council delegate – WA	Rikki Hendon	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Paid Official
GROUP	Federal Council delegate – WA	Kurt Mayerhofer	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Senior Youth Justice Officer
BRANCH	Branch President	Matthew Abrahamson	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Principal Policy Officer
BRANCH	Branch Vice President	Becky Anderson	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Team Leader
BRANCH	Branch Vice President	Lewis Stevens	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Senior Project Officer

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Secretary	Rikki Hendon	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Paid Official
BRANCH	Branch Assistant Secretary	Melanie Bray	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Paid Official
BRANCH	Branch Treasurer	John Lamb	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Principal Compliance Officer
BRANCH	Branch Executive Councillor	Anette Bohm	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Team Leader
BRANCH	Branch Executive Councillor	Denise Henden	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Coordinator
BRANCH	Branch Executive Councillor	Jeremy Mowe	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Product Management Officer
BRANCH	Branch Executive Councillor	Leanne Reid	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Project coordinator
BRANCH	Branch Executive Councillor	Rod Schoneveld	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Team Leader
BRANCH	Branch Executive Councillor	Kurt Mayerhofer	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Senior Youth Justice Officer
BRANCH	Branch Councillor	Anette Bohm	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Team Leader
BRANCH	Branch Councillor	Charles Brown	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Senior Environmental Assessor

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Councillor	Janet Collings	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Administration Officer
BRANCH	Branch Councillor	Bethany Conway	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Senior Native Title Officer
BRANCH	Branch Councillor	Philip Goulding	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Research Officer
BRANCH	Branch Councillor	Denise Henden	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Coordinator
BRANCH	Branch Councillor	Alana Herbert	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Senior Project Officer
BRANCH	Branch Councillor	Melissa Hirjee	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Customer Service Assistant
BRANCH	Branch Councillor	John Hughes	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Project Manager
BRANCH	Branch Councillor	Ursula Konig	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Law Clerk
BRANCH	Branch Councillor	Kurt Mayerhofer	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Senior Youth Justice Officer
BRANCH	Branch Councillor	Jeremy Mowe	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Business Manager
BRANCH	Branch Councillor	Rod Schoneveld	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Team Leader

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Councillor	Graham Thompson	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Senior Child Protection Worker
BRANCH	Branch Councillor	Leanne Reid	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Project coordinator
BRANCH	Branch Councillor	Vacant x17	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	
BRANCH	Proxy Branch Councillor	Erin Maher	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Licensing Officer
BRANCH	Proxy Branch Councillor	Nikki Theil-Harkin	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Administration Officer
BRANCH	Proxy Branch Councillor	Philip Trainer	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	Information Officer
BRANCH	Proxy Branch Councillor	Vacant x29	c/- CPSU/SPSF Group, Western Australian Branch, PO Box X2252, Perth WA 6847	
CPSU	SPSF Group Western Australian Prison Officers' Union Branch			
GROUP	Federal Vice President - WAPOU	Andrew J Smith	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Paid Official
GROUP	Branch Representative to Federal Executive - WAPOU	Mike Cromb	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Office
GROUP	Federal Council Delegate - WAPOU	Julie Hampton-Meagher	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
GROUP	Federal Council Delegate - WAPOU	Michael Cromb	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
GROUP	Federal Council delegate - WAPOU	Andrew J Smith	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Paid Official
GROUP	Federal Council delegate - WAPOU	Vacant		
BRANCH	Branch President	Michael Cromb	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Vice President	Ben Taulanga	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Secretary	Andrew J Smith	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Paid Official
BRANCH	Branch Assistant Secretary	Beven Hanlon	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Paid Official
BRANCH	Branch Treasurer	Julie Hampton-Meagher	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Executive Member	Adrian Louw	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Executive Member	Roderick McAteer	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Executive Member	Dennis Dow	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Councillor	Roger Bisson	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Boyd Burns	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Bernadine Deimel	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Alasdair Kirwan	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Jamie Marshall	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Jason Pennicott	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Caroline Pizzev	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Andrew Powell	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Timothy Sheridan	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Martin Snailum	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Stojan Stojanovic	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Councillor	Glen Marriott	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Will Edwards	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Neil Branigan	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Jenny Chadwick	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Robert Sheehan	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Richard Beet	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Shadd Elson	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Michael Walsh	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Steven Parker	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Keith Cavazzi	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Kevan Mills	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer

Group or Branch	Office	Name of Office Holder	Office Holders Postal Address	Office Holders Occupation
BRANCH	Branch Councillor	Clive Mitchell	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Brent Robbins	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	Prison Officer
BRANCH	Branch Councillor	Vacant X19	c/- CPSU/SPSF Group, WAPOU Branch, 63 Railway Parade, Mount Lawley WA 6050	