



Fair Work  
Commission

7 December 2023

John Gellel  
President  
Australian Security Industry Association Ltd

Sent via email: [ceo@asial.com.au](mailto:ceo@asial.com.au)

CC: [jonathan@sdja.com.au](mailto:jonathan@sdja.com.au)

Dear John Gellel

**Australian Security Industry Association Ltd  
Financial Report for the year ended 30 June 2023 – FR2023/172**

I acknowledge receipt of the financial report for the year ended 30 June 2023 for the Australian Security Industry Association Ltd (the reporting unit). The documents were lodged with the Fair Work Commission (the Commission) on 30 November 2023.

The financial report has now been filed. You are not required to take any further action in respect of the report lodged.

The financial report was filed based on a primary review. This involved confirming that the financial reporting timelines required under sections 253, 265, 266 and 268 of the *Fair Work (Registered Organisations) Act 2009* (RO Act) have been satisfied, all documents required under section 268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and reporting guidelines have been complied with. A primary review does not examine all disclosure requirements.

Please note that next year's financial report may be subject to an advanced compliance review.

If you have any queries regarding this letter, please contact me on (03) 8650 0183 or via email at [ken.morgan@fwc.gov.au](mailto:ken.morgan@fwc.gov.au).

Yours sincerely

**KEN MORGAN**  
**Assistant Director, Financial Analysis**  
**Registered Organisations Services Branch**

30 November 2023

E: [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)



## Lodgement of Financial Statements & Accounts

### Certificate of Secretary

I, John Gellel, being the President of the Australian Security Industry Association Limited, certify that:

1. The document lodged herewith, being the 2023 Annual & Financial Report of the Australian Security Industry Association Limited incorporating the General Purpose Financial Report, Operating Report and Committee of Management's Statement together with the Independent Auditor's Report for the year ended 30 June 2023, is a copy of the full report referred to in s268 of the *Fair Work (Registered Organisations) Act 2009*; and
2. Notification was provided to Members via email on the 19<sup>th</sup> September 2023 that the 2023 Annual & Financial Report was available for their perusal, along with details of the Annual General Meeting, Minutes of the 2022 Annual General Meeting was provided to Members; and
3. That the full report was presented to the 54<sup>th</sup> Annual General Meeting of Members held on the 29<sup>th</sup> November 2023, in accordance with s266 of the *Fair Work (Registered Organisations) Act 2009*; and
4. No loans, grants or political donations were made over the past year.

Yours sincerely

John Gellel  
President

Attachment: 2023 ASIAL Annual & Financial Report.



2023 

# Annual & Financial Report



**ASIAL**  
AUSTRALIAN SECURITY INDUSTRY  
ASSOCIATION LIMITED

THE PEAK BODY  
FOR THE SECURITY  
INDUSTRY

## VISION

A safe and secure Australia.

## MISSION

To continue to be the leading security association where membership is a mark of distinction that is valued by our members, the public and government.

## VALUES

ASIAL is a friendly and professional organisation. We treat each other with respect and courtesy. We recognise diverse backgrounds and perspectives. We gain the trust of others by acting fairly and with integrity. We work together to create and maintain a positive culture.

**ASIAL's five core values provide a framework for how we behave and relate to each other.**



## BOARD OF DIRECTORS

President	John Gellel
Vice President	Rachael Saunders
Directors	Tamara Bayly, Brian Foster, Mark Guiney, Fred Khoury, Kevin McDonald, Michael Smith
Auditor	SDJA
Solicitor/Attorney	Goldrick Farrell Mullan

## CONSULTANTS

Monitoring Centre Certification Inspections	Robin Burrows, ATSC
Workplace Relations	Chris Delaney, Chris Delaney & Associates
Compliance & Regulatory Affairs	Peter Johnson, Corporate Application
Special Consultant	Damien Smith, Enterprise Care Pty Ltd

## SECRETARIAT

Chief Executive Officer and Secretary	Bryan de Caires
General Manager	John Fleming
Finance and Administration Manager	Sunny Moon
Strategic Marketing Manager	Katie Ashford
Marketing & Communications Officer	Brenda Jackson
Marketing & Communications Coordinator	Bill Koukounaris
Membership Manager	Alexandra Firth
Senior Membership Coordinator	Leonie Fraser
Member Liaison Officer	Tania Laird
Membership and Cabling Coordinator	Lisa Collier
Membership Coordinator	Kylie Jones
Systems Support Officer	Andrew Politzer

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# President's Report

**It has been an honour and privilege to complete my first two-year term as President of the Australian Security Industry Association Limited (ASIAL). On another personal milestone, the year 2023 also marked my 25-years in the security industry.**

Over the 25-years, I have been fortunate to work across many industry sectors, and have seen many technological advancements that were once only available in the military. I have also been fortunate to witness many individuals start and grow successful security businesses, develop and grow their careers, and others enjoy the stability of an industry that in most years, continues to grow.

The past 12-months has seen ASIAL, the security industry, and society, come back to (almost) a pre-pandemic way of life. We're back to face-to-face meetings, industry events, and engagement with our current and perspective customers. For an association which, above all, has always relied on its ability to connect members with each other and to other key industry stakeholders, being able to engage again is a relief to say the least.

ASIAL has continued to support its members through the pressing issues that our industry has faced over the past 12-months, whilst also introducing additional value member benefits.

## **ASIAL GO**

A key project over the past 12-months was the creation and release of ASIAL's own app, ASIAL GO. Globally, more people access digital content through their smartphone, instead of a desktop PC. We recognised this trend early and created ASIAL GO as another way to support our members. The app provides immediate resources for legislation, regulation, member benefits, event bookings and publications to name just a handful of practical uses and is free to download for ASIAL members, and their employees. Uptake of the app continues to grow daily, and we have received positive feedback from those that are actively using ASIAL GO.

## **Promote our industry as a career of choice**

An ongoing challenge for our industry is encouraging others to join the security industry. Taking ownership of this industry-wide challenge, ASIAL has developed a career's web portal dedicated to the security industry, a first for any security industry association. The next phase of the career's web portal is well underway and will be released soon. Most of us are passionate about our industry, especially those that have dedicated a large part of their working time in the industry, and the career's portal is one way for us to show this passion to new entrants. To further promote our industry, ASIAL exhibited at the Western Sydney Careers Expo, a first for ASIAL, as another way to promote the security industry to the next generation of workers. The expo attracted over 20,000 students, and our team were able to have deep conversations with students and their parents as to why they should choose security as their career. We know that we must encourage young kids into the industry, for a brighter future.

### Same job, same pay

One of the most recent challenges thrown to us is the Federal Government's proposal for Same Job – Same Pay. Quite simply, as things stand now, we oppose it. We share the Government's wish to stamp out abuses of labour hire wherever it occurs, but so far, the Same Job – Same Pay concept has been over-simplified. And in their discussion paper on Same Job – Same Pay, the Government has lumped all Labour Hire workers into the same bucket. Security Officers, in protective services and electronics, are highly-skilled professionals, who do specialised work that is beyond average casual labourers. So it is unfair and unrealistic to put them all in the same category. Once learning of the government's Same Job – Same Pay proposal, your Board of Directors developed a communication plan based on our position. For members, we guided our team to create podcasts, explaining the issues relating to the proposal. We also communicated externally, to advocate our position to government, as we feel strongly that this proposal will hurt all members, regardless of their size.

### Ethical use of biometric data

Another focal point for your Board of Directors this year has been cyber security. A companion issue is Artificial Intelligence – "AI", which is mostly about deep fake in the popular imagination. We're seeing major retail and other industries use this technology, and our concern is the ethical framework governing AI in security – or rather – the lack of an Australian ethical framework. So we have begun a consultation process with members and other important stakeholders to develop our own ethical standards for automated facial recognition (AFR) and other emerging security technologies. As our members consider use of AFR, they now have a document that provides seven-points of guidance for ethical use of AFR.

### Additional resources

We created a new position within the secretariat, as a way to strengthen our marketing capability. Our newly appointed Strategic Marketing Manager is tasked with developing strategic marketing programs which directly and indirectly support our members. Over the next 12-months, our team will create programs aimed to support our members in creating new value for their customers. Our team will also drive strategic marketing programs to other stakeholders that have a direct influence on our members. For example, as to information why major end users and governments should use a professional security company, which adheres to a code of conduct. Furthermore, our 2023/24 budget includes additional resources which will benefit members. More on that to follow.

Finally, we have continued a conservative and responsible approach to our finances. While we do invest in areas that provide member value, your ASIAL Board understands the need to be conservative and responsible with our finances, including our cash reserves. We know the association has built its strong financial position over 50-years and understands the need to conserve our finances; as a healthy association will be sustainable over the long-term, which benefits all of us.

On a personal note, I would like to thank my Vice President, Rachael Saunders, for her support during the past two-years and all our colleagues on the Board; Tamara Bayly, Brian Foster, Mark Guiney, Fred Khoury, Kevin McDonald, and Michael Smith. I also wish to acknowledge and thank CEO, Bryan de Caires, his team and the ASIAL Convenors for all their hard work, innovation and dedication.



**John Gellel, ASIAL President**

“

ASIAL has continued to support its members through the pressing issues that our industry has faced over the past 12-months, whilst also introducing additional value member benefits.

”



# Secretary's Report

I am pleased to report that the Association returned a net surplus of \$63,006 for the 2022-2023 financial year.

This result was achieved on the back of total income increasing to \$2.7 million (up 7.5%), with strong membership income of \$1.7 million, higher investment income (up \$50,583) and other operating revenue up 15.6% to \$861,405. Total expenses increased to \$2.6 million (up 9.9%), primarily due to the investment in additional Secretariat personnel and increased administration expenses.

Total equity increased to \$5,930,682, providing a strong foundation for the Association's future growth and development.

Despite increases in the Association's operating costs, membership fees remained unchanged for the 2022-23 financial year. The Association maintained its commitment to providing members with the highest level of service, with a range of exciting new initiatives launched during the past year. Among these included:

- The launch of the **ASIAL GO app** – the first app of its kind for the security industry in Australia;
- Development of the **ASIAL Security Careers web portal** – a comprehensive online resource on security career pathways and roles;
- Development of the **ASIAL Digital Cabling Registration Card** – the first of its kind for any Australian Communications and Media Authority Cabling Registrar;
- **Further enhancements to the ASIAL Customer Relationship Management system** to improve the member experience.

These new initiatives were up and beyond the ongoing support and advice provided to members (including responding to 397,000 phone and email enquiries over the past year) and other association activities, such as industry events, publications, standards development, media engagement, cabling registry, industrial relations, compliance, certification programs and advocacy work. In addition, the Association invested \$98,803 in promoting the industry through publication of a series of articles published across the News Ltd platform.

I would like to acknowledge ASIAL's dedicated Secretariat team who have worked tirelessly over the past year in servicing the needs of members and our committed board of directors who voluntarily provide their time and expertise for the betterment of the industry.

Finally, I would like to thank our loyal members for their ongoing support, without which we would not be able to perform the important leadership role we do.



**Bryan de Caires**  
Chief Executive Officer and Secretary

## 5-Year Performance Summary

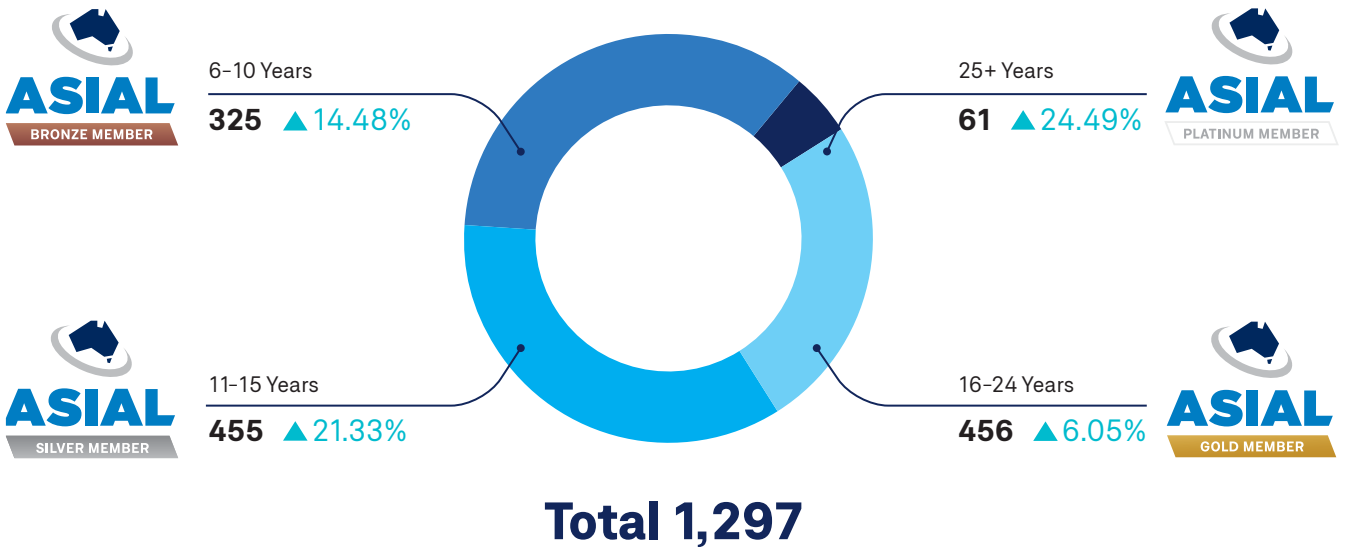




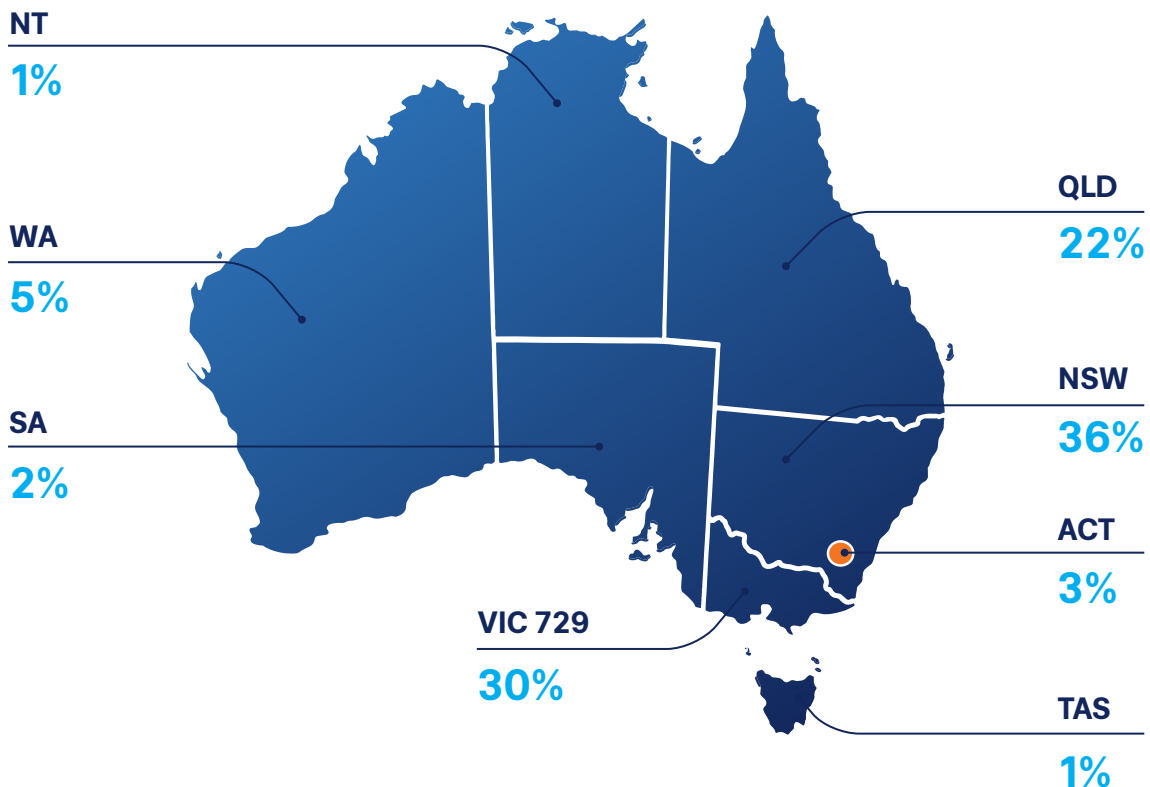
# Membership Snapshot

## ASIAL Member Recognition Program

Participants at 30 June 2023



## Geographic member breakdown (Corporate Members only)



As of June 30, 2023, ASIAL members totalled 2,688

# 2022 – 2023 at a Glance



Website Page Views

305,710



Social Media Posts

1,500+



Podcast Downloads

6,524



Inbound & Outbound Calls/Emails

397,007



Media Mentions

65



Total Audience Reach Potential

63M



Cablers

6,442



Security Insider Distribution

10,000+

Face-to-Face/Event Attendees

9,839



8,800

Security Exhibition and Conference



1,039

Other Event Attendees



Twitter



894 +0.8%



Facebook



3,284 +1.5%



LinkedIn



15,259

+10.13%

# Member focused

As a member-centred organisation, ASIAL continues to focus on delivering tailored advice and support to members, providing leadership and advocacy for our industry and offering personalised service in response to member enquiries.

Through its commitment to providing members with a high level of service, the Association has invested significantly in new systems and platforms.

The launch in October of the **ASIAL GO App** – a first for the security industry, delivered a major new free and exclusive benefit to members. The App provides access to everything ASIAL in the palm of your hands 24/7, with easy and convenient access to a wealth of industry information and resources.

Through the Association's commitment to continuous improvement, ongoing enhancements have been made to the Association's new Customer Relationship Management to deliver additional functionality and usability for members. In this regard, ASIAL will be a trailblazer in becoming the first accredited Cabling Registrar to offer a digital cabling registration when it goes live in the coming months. The initiative will provide ASIAL registered cabling with convenient access to their digital cabling registration card on their phone, at no additional charge.



# Leadership & advocacy

Over the past year the association has provided leadership and advocacy for the industry through its participation on Australian Standards Committees, Industry Advisory Groups and submissions to regulatory reviews on issues as diverse as domestic violence, civil surveillance, training, Australia's financial payments system and portable long service leave. The Association released for public comment, a draft model National Private Security Act, which seeks to advance development of nationally consistent security regulation and a draft guidance document for the ethical use of Automated Facial Recognition technologies.

With cyberattacks costing Australian businesses an estimated \$42 billion a year, a series of high-profile cyber breaches provided an enormous wake-up call for many. Businesses of all sizes have been put on notice of the need to strengthen their cyber defences. To assist members, the Association provided information on cyber threats through articles in Security Insider magazine, podcasts and breakfast briefings. In addition, a dedicated cyber security page on the ASIAL website was created providing access to comprehensive information on some of the do's and don'ts when it comes to cyber resilience.

Among the publications released by the Association over the past year include:

## Building Australia's private security industry capability and capacity

The ASIAL National Private Security Act is an initiative to harmonise regulation of the private security industry.



## ASIAL Security Industry Licensing Report 2023

which provides a snapshot of the state of the industry each year.



## Australian Security Confidence Index 2023

Commissioned by ASIAL and conducted by NielsenIQ, the report provides an insight into the security concerns of Australians.





### Media engagement

Throughout the year, the Association continued to provide advocacy for the industry through engagement with governments, responding to media requests and presentations to industry conferences. In addition, we have provided editorial articles to a range of trade publications and commissioned a series of articles published across News Limited platforms.

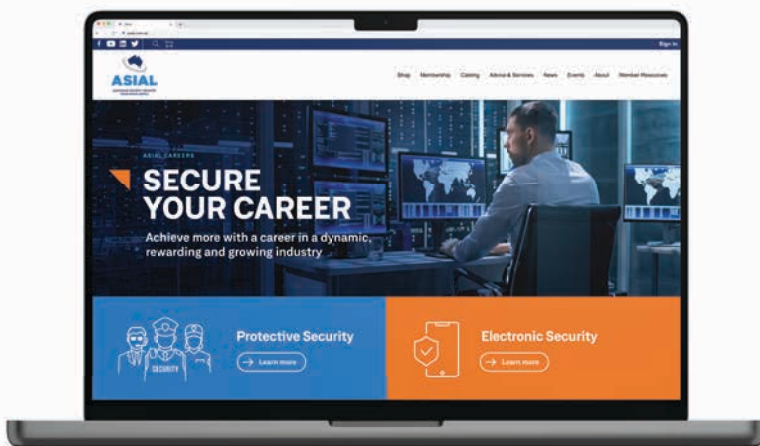
The Association generated 65 media mentions, reaching a Total Audience Reach Potential of 63 million.

### Promoting careers in security

In the wake of the COVID-19 pandemic, a key challenge facing members has been attracting new entrants to the industry. In response to this ASIAL has worked with the Department of Employment and Workplace Relations to facilitate a Security Industry Jobs briefing in April attended by employment services providers. The Association also exhibited at the Western Sydney Careers Exhibition in June attended by over 21,000 school leavers and careers advisors. The Association has also invested resources to develop a security industry careers portal which goes live in August 2023. The portal will include information on careers pathways, position descriptions and remuneration.



ASIAL Stand at the Western Sydney Careers Expo



## Podcast Series

ASIAL's Podcast Series provides yet another avenue for members to gain insights on topical industry issues and technologies. Featuring industry leaders (both local and international), regulators and subject matter experts, free to everyone.



## eLearning platform

ASIAL's eLearning platform provides another cost-effective pathway for members to gain access to professional development through more than 100 short courses on topics such as business management, customer service, finance, information technology, project management and workplace health and safety.

## Professional development and networking

Over the course of the year, ASIAL's events calendar included 21 professional development and networking events for members. These included Industry Breakfast Briefings held in Adelaide, Brisbane, Canberra, Perth, Hobart, Melbourne and Sydney, the annual ASIAL Security Conference and Gala dinner, International Security Officers' Day and the Australian Industry Awards for Excellence dinner.

These events provide an opportunity for members to be briefed on important industry issues and developments and to network.

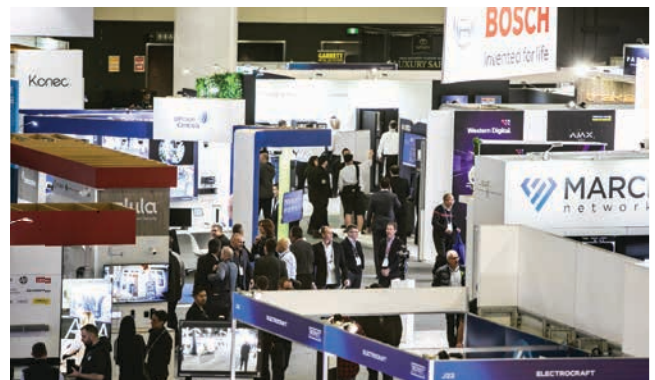


The Annual Industry Awards for Excellence provided an opportunity to celebrate excellence and achievement in our industry.

# INTERNATIONAL SECURITY OFFICERS' DAY

24/7

THANK YOU FOR KEEPING US SAFE



Security 2022 Exhibition



Celebrating the contribution of Security Officers in helping to keep us safe.

# Access to timely information and resources

ASIAL members have access to the latest news and information through a range of communication channels.

- Security Insider magazine**  
 Complimentary for ASIAL members, the quarterly Security Insider magazine (available in both print and digital formats) provides updates and insights on industry issues.
- Social media**  
 During 2022-23 ASIAL generated over 500 posts on each of its social media channels (LinkedIn, Facebook and Twitter). The Association's combined social media followers has now risen to close to 20,000.
- First Alert newsletter**  
 The bi-monthly newsletter for members, First Alert provides timely updates on important industry issues.
- ASIAL website & News**  
 With over 300,000 page views during 2022-2023, the ASIAL website continues to be a vital source of information for members and the wider community.
- Member Bulletins**  
 A number of member bulletins were released during the year to provide clarity on issues such as changes to the Better Off Overall Test (BOOT), new flexible working arrangements, wage theft, bargaining streams, harassment, Secure Jobs Better Pay and industrial manslaughter
- ASIAL Small Business HR Handbook**  
 Available free to members, the handbook includes templates and helpful guidance on a broad range of human resources issues.
- Safe Workplace Management System**  
 The ASIAL Safe Workplace Management System is a total WHS system, designed and tailored to the Australian security industry. The ASIAL SWMS allows frontline staff to capture data and trigger workflows with a clear audit trail. This solution is offered to ASIAL members only, for a low annual subscription fee, with a regularly updated user manual, email newsletter, and ongoing assistance to administrators.

**ASIAL Small Business Compliance Handbook**

A new resource available free to members includes guidance on regulatory compliance and licensing information, as well as an induction manual providing guidance on Standard Operating Procedures.



- ASIAL Alarm Monitoring Service Agreement**  
 The ASIAL digital Alarm Monitoring Service Agreement available exclusively to members provides a written agreement between alarm installation companies and their customers.
- ASIAL Monitoring Centre Grading Program**  
 ASIAL provides a well-respected grading scheme for alarm monitoring centres, as well as a supplementary certification for graded centres that are supported at a separate location, redundant to the main centre.
- ASIAL certification program for Class 5 Intruder Alarms in accordance with AS/NZS 22011:2007 Intruder Alarms Client's premises – design, installation, commissioning and maintenance**  
 Launched in 2023, the program provides independent certification that a Class 5 Security System is fully compliant with the Australian Standard.



**ASIAL GO App**

Members who signed up to the ASIAL GO App received timely updates on industry news and developments.



# ASIAL Member Recognition Program

The ASIAL Member Recognition Program acknowledges longstanding members of the Association. Categories include Platinum (25+ years), Gold (16–24 years), Silver (11–15 years) and Bronze (6–10 years).

Among the recipients of Platinum membership this year include:



## SECTA Training Academy

Duncan McGufficke, SECTA Training Academy (pictured centre) along with members of the SECTA team is presented with their Platinum recognition certificate from CEO of ASIAL, Bryan de Caires.



## SECOM Australia

Managing Director Daisuke Imahoko of Secom Australia being presented a Platinum Certificate by General Manager of ASIAL, John Fleming.



## Siemens

Head of Enterprise Security Peter Bartzios of Siemens receiving his Platinum Certificate from General Manager of ASIAL, John Fleming.



## Safeguard Security Specialists

Director Wayne Drinkwater of Safeguard Security Specialists with his Platinum Certificate.



## Magnetic Automation

Operations Director APAC, David Thomas of Magnetic Automation with his Platinum Certificate.



# **Electronics report**

ASIAL has continued to engage with government, industry and ASIAL members, addressing a wide range of issues and providing advice. We also continue to support members through our involvement on several influential committees.

## **Standards**

ASIAL has participated in supporting standards development for the security industry and are currently committee members for Australian Standards and the International Electrotechnical Commission (IEC).

The electronics committee EL-031 completed the preparation of AS/NZS IEC 60839.11.5:2023.

Alarm and electronic security systems, part 11.5 Electronic access control systems – Open supervised device protocol (OSDP) was approved and published by Australian Standards on 24th March 2023.

ASIAL is the elected chair for EL-031 and engages with the International Electrotechnical Commission (IEC) as a participating member on IEC/TC79/WG13 focused on the development of standards, Building Intercom Systems, Video Surveillance Systems and Access Control systems.

## **Security Training Qualifications**

The Australian VET system for industry qualifications underwent a major delivery change from 1 January 2023, as part of the Department of Education. Skills and Employment industry engagement reform.

The Australian Industry Skills Committee (AISC) and the Skills Service Organisations (Artibus) funded by the Commonwealth Government to support the construction and property industries to ensure their qualifications and competency standards are up to date, were replaced in January 2023 by the Commonwealth. The new Industry Clusters aim to provide industry with a stronger, more strategic voice and broader role in ensuring Australia's VET system continues to deliver on employer and learner needs. The initiative forms part of the broader Skills Reform Agenda, which aims to improve the quality, accessibility and relevance of the VET sector.

At this stage, it is understood there will be nine (9) Industry Clusters, these clusters will be groups of aligned industries with a strategic leadership role to identify, forecast, and respond to the current and emerging skills needs and workforce challenges of industry.

The new Industry Clusters will replace the current industry engagement arrangements which includes 67 IRCs and six Skills Service Organisations (SSOs)

ASIAL is working with industry for a proposed cluster of Building, Infrastructure, Construction, Property. This will be shaped by industry to meet and respond to workforce demands and challenges across the industries.

Projects will be focused on occupational analysis as a basis of rebuilding qualifications and unit structure to align with current and emerging work practices and to support a more consistent regulatory approach.

## **National Broadband Network**

ASIAL continued to engage with the NBN Co to provide information for members on the deployment of the National Broadband Network (nbn). The nbn working with approved service providers will replace the existing landline phone and internet services in Australia. It is vitally important that stakeholders in the migration of back to base security and medical alarms be informed about the nbn developments and communicate with their customers to offer solutions that maintain the security systems integrity. No matter which type of technology is used to deliver the nbn, it is crucial that home and office wiring has been well planned.

ASIAL continues to provide information to members and advocate that security installation work must be carried out by a licenced security technician that holds an Australian Communications and Media Authority (ACMA) cablers registration card with the appropriate cabling competencies.

## **Monitoring Centre Certification**

The Association continues to operate the highly respected monitoring centre certification program in accordance with Australian Standard AS 2201.2: 2004 and the updated standard AS 2201.2: 2022 Monitoring Centres.

ASIAL also provides certification for redundant Monitoring Centres and Class 5 certification. The ASIAL scheme seeks to provide customers with the reassurance that the standards applied at a monitoring centre are independently audited by an ASIAL appointed engineer on a two-year basis. All applications can now be managed online through ASIAL's updated website.

## **Class 5 Certification**

ASIAL launched Class 5 Intruder Alarm System Installation Certification in accordance with NZ/AS 2201.1:2007 in 2023. Class 5 security systems can be used on sites that need higher levels of security, any site where a breach could cause serious business impacts. Class 5 security systems are also used to ensure the protection of zone three areas within Australian government entities. These areas are restricted and therefore need a solution that provides a high level of protection.

When installed and implemented in the correct manner, a Class 5 intruder alarm can provide a high security level of protection. The Class 5 is a cost-effective solution, offering the protection of a high-quality, certified intruder alarm system.

The standard requires encrypted communication between sensors, keypads and the control panel.

Assessment will be undertaken by an independent assessor as appointed by ASIAL. All certifications are nominally valid for 24 months. A prerequisite is that a current Class 5 capability certification for control equipment must be verified prior to a site inspection.

# ASIAL cabling registry

**ASIAL's cabling registry has been busy responding to cablers wishing to update their competencies and questions on how they should go about gaining competencies to continue legally working in the industry.**

Acting on behalf of the Australian Communications and Media Authority (ACMA), ASIAL continues to provide cablers with advice and support to comply with cabling registration requirements. The ACMA is responsible for setting out the regulatory requirements for registration and installation practices of cablers.

Registered Training Organisations offer courses to upgrade from restricted to Open registration and gain specialised cabling competencies, Fibre, Structured and Co-axial. These qualifications have been deemed essential for the development of a skilled labour force that can work on IP technologies and the National Broadband Network.

As at 30 June 2023 ASIAL cabling registrations stood at 6,442, of these 93.7% were 'Open' registrations, 6.2% 'Restricted' and 0.1% 'Lift'.

ASIAL continues to engage with the ACMA and other cabling registrars to promote ongoing compliance and training in this sector. The registered cablers website is growing in the number of views and continues to provide vital information to industry and consumers about cabling competencies. After extensive communication with the ACMA and the nbn, both organisations are actively promoting the website as the place to go for unbiased information on the nbn, find a cabler and smart cabling.



# 6,442

**Cabling Registrations**

<b>93.7%</b>	<b>Open</b>
<b>6.2%</b>	<b>Restricted</b>
<b>0.1%</b>	<b>Lift</b>



# Compliance and regulatory affairs

**In a constantly changing and dynamic operating environment, providing compliance and regulatory support to members has remained a high priority for the Association.**

Licensing clarification for technology related activities such as cyber security, artificial intelligence, surveillance, and robotics, was a common enquiry throughout the year. Clarification was generally sought relating to whether the activity was a security activity requiring a security licence for an individual or a business, particularly due to jurisdictional variations.

With increased use of technologies such as drones, robots, cyber security, IT practitioners, and building automation, we have seen a commensurate increase in member enquiries. It is recognised that a drone used for surveillance to protect property is security equipment with the operator requiring a security licence. Cyber security by itself in dealing with matters of a data breach or inappropriate access of an IT system, is not a security activity, however access to security equipment or providing advice with regards to security protocols and procedures surrounding cyber security can be a security activity and require a security licence. Each scenario requires interpretation to enable suitable support for members, with the challenge being that not all jurisdictions are the same. We have been able to provide members with advice to ensure they comply with their regulatory obligations and avoid incurring penalties.

The increased application of the Commonwealth Security of Critical Infrastructure (SOCl) has raised awareness and responsibility of security organisations in support of clients identified as critical infrastructure. Critical infrastructure



legislation continues to place growing demands on security providers. ASIAL welcomed the introduction of the critical infrastructure risk management program rules clarifying compliance requirements and a further increase of 12 months for organisations to comply with the cyber and information security requirements of specific areas of the legislation.

A key constant of ASIAL member requests relates to clarification of the complex jurisdictional security licensing regimes in place across the country. It is common for a security business to have national clients requiring a security business to hold a security licence in the jurisdictions in which they operate. The year also saw an increase in the requests by members for advice regarding entity structures, business ownership, close associate identification and the compliance associated with the notification to the Regulator of any change. The administrative compliance and cost to maintain multiple jurisdictional licences places a significant cost impost on security businesses.

ASIAL continued consultation with members to develop the National Private Security Act (NPSA) legislative model. The NPSA, is ASIAL's long term program to encourage Governments and Regulators to support and harmonise security legislation providing a home-based jurisdictional model whilst facilitating a process for individuals and business to be suitably identified and approved to work across borders.

Delays in the processing of security licenses by Regulators continues to be a source of great frustration for the industry. The challenge of attracting new entrants to the industry has been exacerbated by unreasonable delays in processing and issuing of a security licenses. Similarly, business licence processing delays of between 4 to 12 weeks is unacceptable. ASIAL continues to engage with Regulators to reduce security licence processing times and achieve a service delivery guarantee of 28 days for the processing of a security licence.

In Victoria and Queensland, many providers of guard and crowd control services have been further impacted by

the need to obtain a Labour Hire licence. ASIAL continues to maintain that the provision of a security service is a specialisation and not what is a traditional labour hire relationship. The purpose of labour hire legislation could be suitably incorporated into the relevant security legislation and support red tape reduction and lessen the financial and administrative impact upon security providers.

Automatic Mutual Recognition (AMR) is now in operation in South Australia, Australian Capital Territory, Tasmania and the Northern Territory. Disappointingly, much of the potential benefit to our industry has been negated due to Queensland (who have not signed up to the AMR process) New South Wales, Victoria and West Australia (who have been granted five-year exemptions from the process) not operating AMR for security licences. ASIAL's NPSA draft seeks to once and for all address the mobility of individual and a business security licence holders to work freely across state and territory borders by providing a mechanism that ensures nationally consistent security licensing standards.

Over the past year the Association has been active in providing responses to legislative and policy reviews, including areas of surveillance, privacy and domestic violence, all of which impact our industry. Also, after four years the review of the Private Security Act in Victoria is expected to go before parliament in the first quarter of 2024.

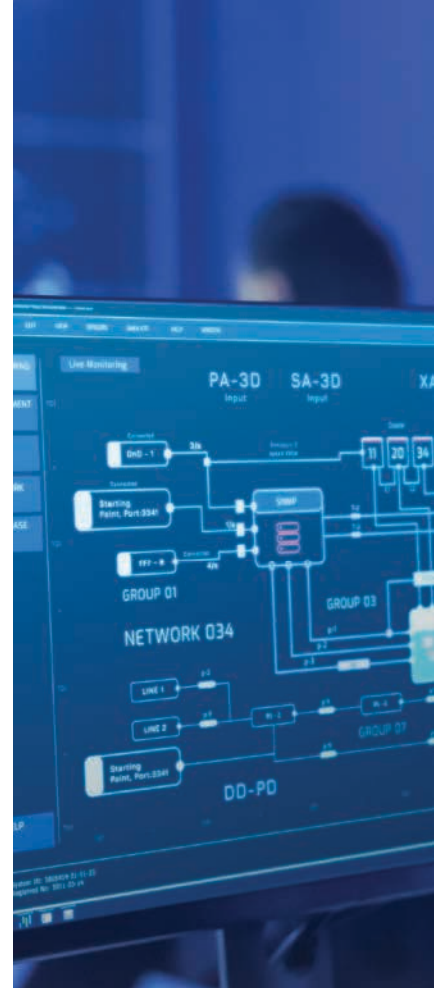
Significant Association resources continue to be committed towards addressing compliance challenges, developing and promoting industry standards, providing representation and advocacy through participation on government advisory bodies and driving security standards committees. ASIAL's ongoing engagement with Security Regulators, Government and major user forums ensures that member concerns and issues are raised at the highest level, and provides members with a valuable service and resource.

“

Delays in the processing of security licenses by Regulators continues to be a source of great frustration for the industry.

”

# Workplace relations



**The election of the Albanese government, and subsequent changes to the *Fair Work Act 2009* through the *Secure Jobs and Better Pay (SJBPA)* legislation have had a profound effect on ASIAL members' operations and workplace practices in 2022/23.**

These changes, introduced through the Secure Jobs and Better Pay legislation have been and continue to be the most significant in the past 30 years, requiring elevated levels of interpretation and guidance to members.

Among the key reforms that have had a direct impact on ASIAL members include:

## **Enhanced Access to Multi-Employer Bargaining**

Employees and Unions now have easier access to multi-employer bargaining through three mechanisms: single-interest bargaining, supported bargaining, and cooperative bargaining. These provisions aim to enhance the collective bargaining power of workers and promote improvements in pay and conditions beyond the Modern Award provisions. The implications for the industry are not yet apparent, however, we do anticipate that there will be a campaign to "rope-in" employers Multi-Employer Agreements, based on the prevailing pay and conditions in the industry and whether the employers have common interests.

## **Termination of "Zombie" Agreements**

One significant change under the SJBPA legislation is the termination of "Zombie" Agreements. These agreements, previously entered into pre-2010, under different circumstances, will automatically terminate on 6 December 2023 and revert to the Modern Award, unless extended or a new agreement is renegotiated prior to that date. As a result, the cost of providing protective services will increase.

## **Onus on Employers to Act Against Sexual Harassment**

The new legislation places an increased onus on employers to address and prevent sexual harassment in the workplace. Employers are now required to establish appropriate policies, actively address instances of sexual harassment and provide training and support to employees. The Fair Work Commission will have the power to deal with any disputes that may arise.

## **Employer Obligations and Changes to Flexible Work Arrangements**

Under the SJBPA legislation, employers have additional obligations and changes to consider when responding to requests for flexible work arrangements. ASIAL members are now required to carefully evaluate and accommodate such requests in line with the new provisions. Employers need to understand and comply with these obligations.

## **Greater power to the FWC to resolve Disputes**

The legislation has granted the FWC greater power to address disputes in the workplace. This change affects employers by providing an alternative channel for dispute resolution, potentially streamlining the resolution process and reducing legal and administrative burdens. The downside being that the FWC will be able to make arbitrary decisions that may not be advantageous to the employer.

## **New Rules for Access to Flexible Working Arrangements**

Access to flexible working has been extended to allow a broader group of employees to request variations in working hours, patterns, or locations to accommodate personal circumstances. ASIAL members must navigate these new provisions while balancing business requirements and maintaining efficient operations. There are stricter requirements on employers responding to requests.



### **New Workplace Rights**

The SJBPA legislation introduces new workplace rights concerning breastfeeding, gender identity, and intersex status. ASIAL members must implement policies and practices that respect and accommodate these rights, fostering an inclusive and supportive environment for all employees.

### **Same Job Same Pay**

There is more to come on the Government's workplace change agenda including Same Job Same Pay (SJSP). While SJSP sounds fair, the implementation of the proposed enabling legislation will, in ASIAL's opinion, deliver unnecessary complexity in wage determination and create confusion and disputation in workplaces.

The change of government and the subsequent amendments to the *Fair Work Act 2009* have significantly affected ASIAL members during the 2022/23 period and this will continue throughout 2023/24. The full impact of these changes may not be fully apparent for some time and until cases are heard and determined by courts of competent jurisdiction.

ASIAL members will continue to have access to comprehensive advice, support and representation on Workplace Relations issues and developments.

“

The full impact of these changes may not be fully apparent for some time and until cases are heard and determined by courts of competent jurisdiction.

”

# Director profiles



## John Gelle

John has more than 20 years' experience in the security industry. Prior to joining Kastle Systems as General Manager in 2016, John spent 15 years with Honeywell Security and ADI Global Distribution. John has an MBA and an Advanced Diploma of Management. He has served on the ASIAL Board as a Director from 2014-2016, Vice-President from 2017-2021 and President from 2021.



## Rachael Saunders

Rachael has more than 30 years of experience in the security industry. She founded National Protective Services in 1988 and was appointed to the ASIAL Board in 2015. Rachael was appointed to the board of the Portable Long Service Leave Authority in 2019.



## Kevin McDonald

Kevin has more than 35 years of experience in the electronics and manpower sectors. A Director since 2001, Kevin is committed to the integrity, standards and improvement of the security industry.



## Brian Foster

Brian's career in the security industry spans over 50 years, working as a senior manager and director. He has been admitted as a Fellow of the AICD, IML and ASIAL. He has accumulated over 20 years cumulative service as a Director and Vice President of ASIAL.





### **Fred Khoury**

Fred has 35 years' experience working in the security industry and has been an ASIAL member since 1999. He is personable, and a consummate professional who is highly regarded and respected within the security, retail and services sectors. Fred is passionate in promoting the security industry in order to achieve the recognition and influence it deserves.



### **Michael Smith**

Michael has 20-plus years' of experience in the security industry. He has worked for both Australian and international, private and public companies in general management and MD roles. Michael is now providing expert advice to small and medium-sized businesses. He has a Bachelor of Commerce, is a CPA and a member of the AICD.



### **Tamara Bayly**

Tamara has over 20 years' experience in the security industry, including protective services, aviation, electronics and monitoring. She is a member of the Senior Leadership team for Certis Security Australia, General Manager - Head of Compliance and legal counsel. Prior to this, Tamara was a Police Officer in Queensland. She holds a Bachelor of Laws, Graduate Diploma of Legal Practice, Bachelor of Science (Security), Master of Security Management, Diploma of Management, and is a Certified Lead Auditor.



### **Mark Guiney**

Mark has more than 30 years' experience in the Electronic Security Industry and is the Managing Director of Royal Eagle/Armour Security and a Director of Australis Security. Mark has worked across these businesses in technical, sales and management roles and understands the challenges facing Electronic Security business owners. Mark completed an MBA in 2019 and is passionate about growing the professionalism, diversity and profile of the security industry.

# Directors' Operating Report

Your board of directors submit this operating report for the year ended 30 June 2023. The names of the company's directors in office during the financial year and until the date of this report are as follows. Directors were in office for this entire period unless otherwise stated. A brief profile of each Director is set out on pages 22 and 23 of this Annual and Financial Report.

## Directors

Tamara Bayly	Brian Foster
John Gellel	Mark Guiney
Fred Khoury	Kevin McDonald
Rachael Saunders	Michael Smith

## Key Objectives of the Association

The Association's key strategic priorities are:

- Promoting the industry's role and capabilities
- Raising ethical and professional standards
- Working towards nationally consistent security licensing standards
- Driving industry research and data sharing
- Forging stakeholder collaboration

## Strategy for Achieving These Objectives

Through both short and long-term measures, the Association has in place strategies to achieve its strategic priorities. These include:

- Promoting the industry's role and capabilities;
- Driving industry research;
- Providing advocacy through engagement with regulators, government and industry submissions;
- Raising ethical and professional standards through the development of industry codes of practice, guidelines and contributing to the development of Australian Standards;
- Providing industry representation as a Registered Organisation of Employers under the *Fair Work (Registered Organisations) Act 2009*;
- Providing member services as an approved security industry association in the ACT, QLD and VIC;
- Delivering our obligations as a cabling registrar under the Australian Communications and Media Authority's Cabling Provider Rules;
- Promoting the use of ASIAL members through consumer awareness campaigns;
- Providing professional development opportunities and industry certification schemes;
- Providing the high level of service to our members through a commitment continuous improvement;
- Forging stakeholder collaboration;

- Ongoing development of the Association's communications channels to ensure that they best serve the needs of members and the broader community;
- Offering practical and affordable member benefits and services.

## Measurement of the Association's Performance

The Association measures performance through member acquisition and retention rates; growth in member subscription and non-subscription revenue; member engagement; media exposure and profile; and financial performance against budget.

## Corporate Structure

The Company is limited by guarantee. The liability of each member in respect of liabilities of the company, as specified in the Constitution, is limited to \$100.

## Nature of Operations and Principal Activities

The principal activity of the Company during the financial year was as an Industry Association serving the needs of employers and members within the Australian Security Industry. No significant change in the nature of this activity occurred during the year.

## Number of Recorded Members

The number of Members recorded in the Register of Members of the Organisation as at 30 June 2023 for the purposes of section 254 (2) (f) of the *Fair Work (Registered Organisations) Act 2009* was 2,688.

## Employees

The company employed 12 employees as at 30 June 2023 (2022: 11 employees).

## Rights of Members to Resign

In accordance with section 174 of the *Fair Work (Registered Organisations) Act 2009*, a member may resign from membership of the Organisation by written notice addressed and delivered to the Chief Executive Officer as per rule 11 of the ASIAL Constitution.

## Details of Trustee of Superannuation Entities

No member of the Board was:

- i. A trustee of a superannuation entity of an exempt public sector superannuation scheme or
- ii. A director of a company that is a trustee of a superannuation entity or exempt public sector superannuation scheme where the criterion for the member being a trustee or director is that the member is an officer or member of ASIAL.

### Operating Results for the Period and Review of Operations

The Association earned a net profit for the year of \$63,006 (2022: \$111,408). The Association's reserves grew to \$5,930,682.

The Association remains committed to its policy of reinvesting surpluses into the maintenance and improvement of services to members, whilst using the balance to maintain appropriate reserves for when they may be needed.

### Significant Changes in the State of Affairs

No significant change in the state of affairs of the Company occurred during the financial year.

### Significant Events after Balance Date

No significant events have taken place after the balance date.

### Likely Developments and Expected Results

Directors have budgeted for a surplus of \$6,305 for the coming year. The Association's consumer awareness campaign will continue through funding from the member marketing fee. The Association has in place a number of ongoing strategic partnerships which will support initiatives aimed at raising standards and compliance among members.

### Loans, Grants and Political Donations

No loans, grants or political donations were made during the course of the year.

### Proceedings on Behalf of the Company

No person has applied for leave of Court to bring proceedings to which the person is a party for the purpose of taking responsibility on behalf of the company for all, or any part of these proceedings.

### Indemnification and Insurance of Directors and Officers

During the year, the company has paid a premium in respect of a contract insuring directors and officers against: (a) liability arising from wrongful acts committed in their capacity as directors and officers of the company, but excluding dishonesty, fraud, malicious conduct or wilful breach of duty; and (b) the costs of legal representation in relation to such liabilities. The premium paid was \$8,001.65, which also includes cover for the company in respect of loss it suffers as a result of wrongful, wilful or fraudulent acts of its directors, officers and employees. This contract complies with Section 199B of the *Corporations Act 2001*.

### Proceedings on Behalf of the Company

No person has applied for leave of Court to bring proceedings on behalf of the company or intervene in any proceedings to which the company is a party for the purpose of taking responsibility on behalf of the company for all or any part of those proceedings.

### Auditors

SDJA continues to act as auditors in accordance with Section 327 of the *Corporations Act 2001*.

### Directors' Emoluments and Transactions

No emoluments have been received or are due and receivable by Directors from the company or any related body corporate.

### Directors Meetings

Attendance by each director at board and board committee meetings, held during the period each director held office this year, is shown below. The number of meetings is in brackets.

### Directors Attendance at Board Meetings

Tamara Bayly (4/5)	Brian Foster (5/5)
John Gellel (5/5)	Mark Guiney (5/5)
Fred Khoury (4/5)	Kevin McDonald (5/5)
Rachael Saunders (5/5)	Michael Smith (5/5)

### Attendance at National Reference Group Meetings

John Gellel (1/1)	Rachael Saunders (1/1)
Tamara Bayly (1/1)	Jason Brown (1/1)
Scott Corcoran (1/1)	Chris Delaney (1/1)
John Fleming (1/1)	Brian Foster (1/1)
Jeremy Hopfmüller (1/1)	Peter Johnson (1/1)
Fred Khoury (1/1)	Kevin McDonald (1/1)
Darryl Milling (1/1)	Suzette Po-Williams (1/1)
Michael Smith (1/1)	

A copy of the auditors' independence declaration, as required under section 307C of the *Corporations Act 2001*, is set out on page 27.

This report is made in accordance with a resolution of the Directors.



**John Gellel**  
Director



**Rachael Saunders**  
Director

Crows Nest, 31 August 2023

## Directors' Declaration

On 31 August 2023 the Directors of Australian Security Industry Association Limited passed the following resolution in relation to the General Purpose Financial Report (GPFR) for the year ended 30 June 2023:

The Directors declare that in their opinion:

- a) the financial statements and notes comply with the Australian Accounting Standards and the Corporations Regulations 2001;
- b) the financial statements and notes comply with any other requirements imposed by the
- c) Reporting Guidelines or Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act);
- d) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- e) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable; and
- f) during the financial year to which the GPFR relates and since the end of that year:
  - i. meetings of the Directors were held in accordance with the rules of the reporting unit concerned; and
  - ii. the financial affairs of the reporting unit have been managed in accordance with the rules of the reporting unit concerned; and
  - iii. the financial records of the reporting unit have been kept and maintained in accordance with the RO Act; and
  - iv. where information has been sought in any request by a member of the reporting unit or Commissioner duly made under section 272 of the RO Act has been provided to the member or Commissioner; and
  - v. where any order for inspection of financial records has been made by the Fair Work Commission under section 273 of the RO Act, there has been compliance.

This declaration is made in accordance with a resolution of the Directors.

On behalf of the Board



**John Gelle**  
Director



**Rachael Saunders**  
Director

31 August 2023



**SDJ Audit Pty Ltd t/a SDJA**  
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**Australian Security Industry Association Limited**  
**Auditor's Independence Declaration under Section 307C of the *Corporations Act 2001* to the**  
**Directors of Australian Security Industry Association Limited**  
**For the Financial Year Ended 30 June 2023**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2023, there have been:

- (i) no contraventions of the auditor independence requirements as set out in the *Corporations Act 2001* in relation to the audit; and
- (ii) no contravention of any applicable code of professional conduct in relation to the audit.

Yours sincerely,

**SDJA**

A handwritten signature in black ink, appearing to be "Jonathan Rudman", written over a horizontal line.

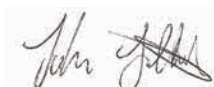
**Jonathan Rudman**  
Director  
Sydney, New South Wales  
31 August 2023

# Report Required Under Subsection 255(2A)

The Directors present the expenditure report as required under subsection 255(2A) on the Reporting Unit for the year ended 30 June 2023.

Categories of expenditures	2023	2022
	\$	\$
Remuneration and other employment-related costs and expenses – employees	\$1,322,736	1,194,863
Advertising	\$226,064	322,154
Operating costs	\$1,086,896	875,844
Donations to political parties	-	-
Legal costs	\$2,956	8,599

On behalf of the Board



**John Gellel**  
Director



**Rachael Saunders**  
Director

31 August 2023



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# Independent Audit Report to the Members of Australian Security Industry Association Limited For the Financial Year Ended 30 June 2023

## Report on the Audit of the Financial Report

### Opinion

We have audited the financial report of Australian Security Industry Association Limited (the Reporting Unit), which comprises the statement of financial position as at 30 June 2023, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year ended 30 June 2023, the notes to the financial statements, including a summary of significant accounting policies; the directors' declaration and the subsection 255(2A) report.

In our opinion, the accompanying financial report presents fairly, in all material aspects, the financial position of Australian Security Industry Association Limited as at 30 June 2023, and its financial performance and its cash flows for the year ended on that date in accordance with:

- a) the Australian Accounting Standards; and
- b) the *Corporations Act 2001*, including:
  - i. giving a true and fair view of the entity's financial position as at 30 June 2023 and of its financial performance for the year ended; and
  - ii. (complying with the *Corporations Regulations 2001*.
- c) any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

We declare that management's use of the going concern basis in the preparation of the financial statements of the Reporting Unit is appropriate.

### Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Reporting Unit in accordance with the ethical

requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Information Other than the Financial Report and Auditor's Report Thereon

The directors are responsible for the other information. The other information obtained at the date of this auditor's report is in the Directors' Operating Report accompanying the financial report.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### Responsibilities of the Directors for the Financial Report

The Directors of the Reporting Unit are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, the *Corporations Act 2001*, and the RO Act, and for such internal control as the Directors determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Liability limited by a scheme approved under Professional Standards Legislation



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**W:** [www.sdja.com.au](http://www.sdja.com.au)

In preparing the financial report, the Directors are responsible for assessing the Reporting Unit's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Directors either intend to liquidate the Reporting Unit or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's Responsibilities for the Audit of the Financial Report**

Our objective is to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit, in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Reporting Unit's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Directors.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.
- Conclude on the appropriateness of the Directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Reporting Unit's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Reporting Unit to cease to continue as a going concern.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Reporting Unit to express an opinion on the financial report. We are responsible for the direction, supervision and performance of the Reporting Unit audit. We remain solely responsible for our audit opinion.

We communicate with the Directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We declare that we are an audit firm where at least one member is a registered auditor and an auditor registered under the RO Act.

Registration number (as registered by the RO Commissioner under the RO Act): AA2023/5

*SDJA*  
SDJA

A handwritten signature in black ink, appearing to read "Jonathan Rudman".

**Jonathan Rudman**  
Director  
31 August 2023  
Sydney, New South Wales

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# Statement of Profit or Loss and Other Comprehensive Income

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2023

	Notes	2023 \$	2022 \$
<b>Revenue from contracts with customers</b>			
Membership subscriptions	3	1,702,777	1,687,990
Capitation fees and other revenue from another reporting unit	3A	-	-
Levies	3B	-	-
Revenue from recovery of wages activity	3G	-	-
Other operating revenue	3E	861,405	744,695
<b>Total revenue from contracts with customers</b>	3	<b>2,564,182</b>	<b>2,432,685</b>
<b>Income for furthering objectives</b>			
Grants or donations	3F	-	-
Income recognised from volunteer services		-	-
<b>Total income for furthering objectives</b>		<b>-</b>	<b>-</b>
<b>Other income</b>			
Investment income	3C	68,081	17,498
Rental revenue	3D	69,395	62,685
Other non-operating income		-	-
<b>Total other income</b>		<b>137,476</b>	<b>80,183</b>
<b>Total income</b>		<b>2,701,658</b>	<b>2,512,868</b>
<b>Expenses</b>			
Expenses directly related to operating activities		(318,631)	(202,341)
Employee expenses	4A	(1,322,736)	(1,194,863)
Capitation fees and other expense to another reporting unit	4B	-	-
Affiliation fees	4C	-	-
Administration expenses	4D	(941,929)	(910,757)
Grants or donations	4E	-	-
Depreciation	4F	(31,250)	(31,250)
Legal costs	4G	(2,956)	(8,599)
Audit fees	14	(38,300)	(36,500)
Write-down and impairment of assets	4H	17,150	(17,150)
Other expenses	4I	-	-
<b>Total expenses</b>		<b>(2,638,652)</b>	<b>(2,401,460)</b>
<b>Surplus for the year</b>		<b>63,006</b>	<b>111,408</b>
<b>Other comprehensive income</b>		<b>-</b>	<b>-</b>
<b>Total comprehensive income for the year</b>		<b>63,006</b>	<b>111,408</b>

The accompanying notes form part of these financial statements.

# Statement of Financial Position

AS AT 30 JUNE 2023

	Notes	2023 \$	2022 \$
<b>Assets</b>			
<b>Current</b>			
Cash and cash equivalents	5A	3,283,849	3,214,622
Trade and other receivables	5B	597,207	523,453
Other current assets	5C	120,324	125,313
<b>Current assets</b>		<b>4,001,380</b>	<b>3,863,388</b>
<b>Non-current</b>			
Land and buildings	6A	4,287,500	4,318,750
Plant and equipment	6B	-	-
<b>Non-current assets</b>		<b>4,287,500</b>	<b>4,318,750</b>
<b>Total assets</b>		<b>8,288,880</b>	<b>8,182,138</b>
<b>Liabilities</b>			
<b>Current</b>			
Trade payables	7A	88,812	83,423
Other payables	7B	1,824,054	1,839,456
Employee provisions	8A	287,629	253,602
<b>Current liabilities</b>		<b>2,200,495</b>	<b>2,176,481</b>
<b>Non-current</b>			
Other payables	7B	132,070	126,598
Employee provisions	8A	25,633	11,383
<b>Non-current liabilities</b>		<b>157,703</b>	<b>137,981</b>
<b>Total liabilities</b>		<b>2,358,198</b>	<b>2,314,462</b>
<b>Net assets</b>		<b>5,930,682</b>	<b>5,867,676</b>
<b>Equity</b>			
Property revaluation reserve	9A	2,197,408	2,197,408
Retained earnings		3,733,274	3,670,268
<b>Total equity</b>		<b>5,930,682</b>	<b>5,867,676</b>

The accompanying notes form part of these financial statements.

# Statement of Changes in Equity

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2023

	Property Revaluation Reserve	Retained Earnings	Total Equity
Notes	\$	\$	\$
<b>Balance at 1 July 2021</b>	2,197,408	3,558,860	<b>5,756,268</b>
Profit for the year	-	111,408	<b>111,408</b>
Other comprehensive income	-	-	-
Total comprehensive income	-	111,408	<b>111,408</b>
<b>Balance at 30 June 2022</b>	2,197,408	3,670,268	<b>5,867,676</b>
<b>Balance at 1 July 2022</b>	2,197,408	3,670,268	<b>5,867,676</b>
Profit for the year	-	63,006	<b>63,006</b>
Other comprehensive income	-	-	-
Total comprehensive income	-	63,006	<b>63,006</b>
<b>Balance at 30 June 2023</b>	2,197,408	3,733,274	<b>5,930,682</b>

The accompanying notes form part of these financial statements.

# Statement of Cash Flows

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2023

	Notes	2023	2022
			\$
<b>OPERATING ACTIVITIES</b>			
<b>Cash received</b>			
Receipts from members and others		2,751,775	2,509,468
Grants received		-	-
Receipt from other reporting units/controlled entities	10B	-	-
<b>Cash used</b>			
Payments to suppliers and employees		(2,820,024)	(2,595,856)
Payment to other reporting units/controlled entities	10B	-	-
<b>Net cash used in operating activities</b>	10A	<b>(68,249)</b>	<b>(86,388)</b>
<b>INVESTING ACTIVITIES</b>			
<b>Cash received</b>			
Interest received		68,081	17,498
Rental income received		69,395	62,685
<b>Cash used</b>			
Payments for plant and equipment	6B	-	-
<b>Net cash provided by investing activities</b>		<b>137,476</b>	<b>80,183</b>
<b>FINANCING ACTIVITIES</b>			
<b>Net cash provided by financing activities</b>		<b>-</b>	<b>-</b>
Net change in cash and cash equivalents		69,227	(6,205)
Cash and cash equivalents at beginning of financial year		3,214,622	3,220,827
<b>Cash and cash equivalents at end of the financial year</b>	5A	<b>3,283,849</b>	<b>3,214,622</b>

The accompanying notes form part of these financial statements.

# Notes to the Financial Statements

## 1.1 Basis of preparation of the financial statements

The financial statements are general purpose financial statements and have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period, the *Corporations Act 2001* and the *Fair Work (Registered Organisation) Act 2009*. For the purpose of preparing the general purpose financial statements, the Australian Security Industry Association Limited is a not-for-profit entity.

The financial statements, other than the Statement of Cash Flows, have been prepared on an accrual basis and in accordance with the historical cost, except for certain assets and liabilities measured at fair value, as explained in the accounting policies below. Historical cost is generally based on the fair values of the consideration given in exchange for assets. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position. The financial statements are presented in Australian dollars.

## 1.2 Comparative amounts

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

## 1.3 Significant accounting judgements and estimates

The following accounting assumptions or estimates have been identified that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period:

- Land and buildings – refer to note 1.13
- Employee provisions – refer to note 1.7

## 1.4 New Australian Accounting Standards

### Adoption of New Australian Accounting Standard requirements

Any new and revised standards that became effective for the first time in the current financial year have been adopted. No accounting standard has been adopted earlier than the application date stated in the standard.

The accounting policies adopted are consistent with those of the previous financial year except for the following standards and amendments, which have been adopted for the first time this financial year:

- AASB 2020-3 Amendments to Australian Accounting Standards – Annual Improvements 2018–2020 and Other Amendments. Application of these amendments are discussed further below.

### Impact on application of AASB 2020-3 Amendments to Australian Accounting Standards – Annual Improvements 2018–2020 and Other Amendments

The annual improvements amend the following standards:

- AASB 9 Financial Instruments to clarify that in applying the '10 per cent' test to assess whether to derecognise a financial liability, an entity includes only fees paid or received between the entity (the borrower) and the lender, including fees paid or received by either the entity or the lender on the other's behalf.
- AASB 16 Leases (AASB 16) to amend Illustrative Example 13 to remove the illustration of the reimbursement of leasehold improvements by the lessor.
- Amendments to AASB 116 Property, Plant and Equipment require an entity to recognise the sales proceeds from selling items produced while preparing property, plant and equipment for its intended use and the related cost in the profit or loss, instead of deducting the amounts received from the cost of the asset.
- Amendments to AASB 137 Provisions, Contingent Liabilities and Contingent Assets clarify which costs an entity can include when assessing whether a contract will be onerous.

The amendments are not expected to have a material impact on the financial statements of the Reporting Unit.

### Future Australian Accounting Standards Requirements

New standards, amendments to standards or interpretations that were issued prior to the sign-off date and are applicable to future reporting periods that are expected to have a future financial impact on reporting unit include:

### AASB 2020-1 – Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current

This Standard amends AASB 101 Presentation of Financial Statements to clarify requirements for the presentation of liabilities in the statement of financial position as current or non-current. For example, the amendments clarify that a liability is classified as non-current if an entity has the right at the end of the reporting period to defer settlement of the liability for at least 12 months after the reporting period. This Standard applies to annual reporting periods beginning on or after 1 January 2023. Earlier application is permitted.

During the financial year ended 30 June 2023, the reporting unit performed a preliminary assessment of AASB 2020-1. The Committee of Management is currently assessing the impact such standards will have on the reporting unit and will not be early adopting AASB 2020-1 for the financial year ended 30 June 2023.

## Notes to the Financial Statements

### 1.5 Revenue

#### Revenue from contracts with customers

Revenue is recognised on a basis that reflects the transfer of promised goods or services to customers at an amount that reflects the consideration the entity expects to receive in exchange for those goods or services.

Revenue is recognised by applying a five-step model as follows:

1. Identify the contract with the customer
2. Identify the performance obligations
3. Determine the transaction price
4. Allocate the transaction price to the performance obligations
5. Recognise revenue as and when control of the performance obligations is transferred

#### Other revenue

For any revenue streams that are not defined as contracts with customers, then the revenue is recognised when the entity gains control, economic benefits are probable and the amount of the revenue can be measured reliably.

### 1.6 Gains and losses

#### Sale of assets

Gains and losses from disposal of assets are recognised when control of the asset has passed to the buyer.

### 1.7 Employee benefits

A liability is recognised for benefits accruing to employees in respect of wages and salaries, annual leave, long service leave and termination benefits when it is probable that settlement will be required and they are capable of being measured reliably.

Liabilities for short-term employee benefits (as defined in AASB 119 Employee Benefits) and termination benefits which are expected to be settled within twelve months of the end of reporting period are measured at their nominal amounts. The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability.

Other long-term employee benefits which are expected to be settled beyond twelve months are measured as the present value of the estimated future cash outflows to be made by the reporting unit in respect of services provided by employees up to reporting date.

Payments to defined contribution retirement benefit plans are recognised as an expense when employees have rendered service entitling them to the contributions.

Provision is made for separation and redundancy benefit payments. The reporting unit recognises a provision for termination as part of a broader restructuring when it has developed a detailed formal plan for the terminations and has informed those employees affected that it will carry out the terminations. A provision for voluntary termination is recognised when the employee has accepted the offer of termination.

### 1.8 Cash

Cash is recognised at its nominal amount. Cash and cash equivalents includes cash on hand, deposits held at call with bank, other short-term highly liquid investments with original maturity of 3 months or less that are readily convertible to known amounts of cash and subject to insignificant risk of changes in value and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

### 1.9 Financial instruments

Financial assets and financial liabilities are recognised when the reporting unit becomes a party to the contractual provisions of the instrument.

### 1.10 Financial assets

#### Initial recognition and measurement

Financial assets are classified, at initial recognition, and subsequently measured at amortised cost, fair value through other comprehensive income (OCI), or fair value through profit or loss.

The classification of financial assets at initial recognition depends on the financial asset's contractual cash flow characteristics and the reporting unit's business model for managing them. With the exception of trade receivables that do not contain a significant financing component, the reporting unit initially measures a financial asset at its fair value plus, in the case of a financial asset not at fair value through profit or loss, transaction costs.

In order for a financial asset to be classified and measured at amortised cost or fair value through OCI, it needs to give rise to cash flows that are 'solely payments of principal and interest' (SPPI) on the principal amount outstanding. This assessment is referred to as the SPPI test and is performed at an instrument level.

The reporting unit's business model for managing financial assets refers to how it manages its financial assets in order to generate cash flows. The business model determines whether cash flows will result from collecting contractual cash flows, selling the financial assets, or both.

Purchases or sales of financial assets that require delivery of assets within a time frame established by regulation or convention in the market place (regular way trades) are recognised on the trade date, i.e., the date that the reporting unit commits to purchase or sell the asset.

### Subsequent measurement

For purposes of subsequent measurement, financial assets are classified in five categories:

- (Other) financial assets at amortised cost
- (Other) financial assets at fair value through other comprehensive income
- Investments in equity instruments designated at fair value through other comprehensive income
- (Other) financial assets at fair value through profit or loss
- (Other) financial assets designated at fair value through profit or loss

### Financial assets at amortised cost

The reporting unit measures financial assets at amortised cost if both of the following conditions are met:

- The financial asset is held within a business model with the objective to hold financial assets in order to collect contractual cash flows and
- The contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding

Financial assets at amortised cost are subsequently measured using the effective interest (EIR) method and are subject to impairment. Gains and losses are recognised in profit or loss when the asset is derecognised, modified or impaired.

The reporting unit's financial assets at amortised cost includes short-term deposits, and trade and other receivables.

### Financial assets at fair value through other comprehensive income

The reporting unit measures debt instruments at fair value through OCI if both of the following conditions are met:

- The financial asset is held within a business model with the objective of both holding to collect contractual cash flows and selling and
- The contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding

For debt instruments at fair value through OCI, interest income, foreign exchange revaluation and impairment losses or reversals are recognised in profit or loss and computed in the same manner as for financial assets measured at amortised cost.

The remaining fair value changes are recognised in OCI. Upon derecognition, the cumulative fair value change recognised in OCI is recycled to profit or loss.

The reporting unit's debt instruments at fair value through OCI includes investments in quoted debt instruments included under other non-current financial assets.

### Investments in equity instruments designated at fair value through other comprehensive income

Upon initial recognition, the reporting unit can elect to classify irrevocably its equity investments as equity instruments designated at fair value through OCI when they meet the definition of equity under AASB132 Financial Instruments: Presentation and are not held for trading. The classification is determined on an instrument-by-instrument basis.

Gains and losses on these financial assets are never recycled to profit or loss. Dividends are recognised as other income in profit or loss when the right of payment has been established, except when the reporting unit benefits from such proceeds as a recovery of part of the cost of the financial asset, in which case, such gains are recorded in OCI. Equity instruments designated at fair value through OCI are not subject to impairment assessment.

The reporting unit elected to classify irrevocably its listed and non-listed equity investments under this category.

### Financial assets at fair value through profit or loss (including designated)

Financial assets at fair value through profit or loss include financial assets held for trading, financial assets designated upon initial recognition at fair value through profit or loss, or financial assets mandatorily required to be measured at fair value. Financial assets are classified as held for trading if they are acquired for the purpose of selling or repurchasing in the near term. Derivatives, including separated embedded derivatives, are also classified as held for trading unless they are designated as effective hedging instruments. Financial assets with cash flows that are not solely payments of principal and interest are classified and measured at fair value through profit or loss, irrespective of the business model. Notwithstanding the criteria for debt instruments to be classified at amortised cost or at fair value through OCI, as described above, debt instruments may be designated at fair value through profit or loss on initial recognition if doing so eliminates, or significantly reduces, an accounting mismatch.

Financial assets at fair value through profit or loss are carried in the statement of financial position at fair value with net changes in fair value recognised in profit or loss.

## Notes to the Financial Statements

### Derecognition

A financial asset is derecognised when:

- The rights to receive cash flows from the asset have expired or
- The reporting unit has transferred its rights to receive cash flows from the asset or has assumed an obligation to pay the received cash flows in full without material delay to a third party under a 'pass-through' arrangement; and either:
  - a) the reporting unit has transferred substantially all the risks and rewards of the asset, or
  - b) the reporting unit has neither transferred nor retained substantially all the risks and rewards of the asset, but has transferred control of the asset.

When the reporting unit has transferred its rights to receive cash flows from an asset or has entered into a pass-through arrangement, it evaluates if, and to what extent, it has retained the risks and rewards of ownership.

When it has neither transferred nor retained substantially all of the risks and rewards of the asset, nor transferred control of the asset, the reporting unit continues to recognise the transferred asset to the extent of its continuing involvement together with associated liability.

### Offsetting

Financial assets and financial liabilities are offset and the net amount is reported in the statement of financial position if there is a currently enforceable legal right to offset the recognised amounts and there is an intention to settle on a net basis, to realise the assets and settle the liabilities simultaneously.

### Impairment

#### i) Trade receivables

For trade receivables that do not have a significant financing component, the reporting unit applies a simplified approach in calculating expected credit losses (ECLs) which requires lifetime expected credit losses to be recognised from initial recognition of the receivables.

Therefore, the reporting unit does not track changes in credit risk, but instead recognises a loss allowance based on lifetime ECLs at each reporting date. The reporting unit has established a provision matrix that is based on its historical credit loss experience, adjusted for forward-looking factors specific to the debtors and the economic environment.

#### ii) (Debt instruments other than trade receivables

For all debt instruments other than trade receivables and debt instruments not held at fair value through profit or loss, the reporting unit recognises an allowance for expected credit losses using the general approach. ECLs are based on the difference between the contractual cash flows due in accordance with the contract and all the cash flows that the reporting unit expects to receive, discounted at an approximation of the original effective interest rate.

ECLs are recognised in two stages:

- Where there has not been a significant increase in credit risk since initial recognition, ECLs are provided for credit losses from possible default events within the next 12-months (a 12-month ECL).
- Where there has been a significant increase in credit risk since initial recognition, a loss allowance is required for credit losses expected over the remaining life of the debt, irrespective of the timing of the default (a lifetime ECL).

The reporting unit considers a financial asset in default when contractual payments are 90 days past due. However, in certain cases, the reporting unit may also consider a financial asset to be in default when internal or external information indicates that the reporting unit is unlikely to receive the outstanding contractual amounts in full. A financial asset is written off when there is no reasonable expectation of recovering the contractual cash flows.

## 1.11 Financial Liabilities

### Initial recognition and measurement

Financial liabilities are classified, at initial recognition, at amortised cost unless or at fair value through profit or loss.

All financial liabilities are recognised initially at fair value and, in the case of financial liabilities at amortised cost, net of directly attributable transaction costs.

The reporting unit financial liabilities include trade and other payables.

### Subsequent measurement

#### Financial liabilities at fair value through profit or loss (including designated)

Financial liabilities at fair value through profit or loss include financial liabilities held for trading and financial liabilities designated upon initial recognition as at fair value through profit or loss.

Gains or losses on liabilities held for trading are recognised in profit or loss.

Financial liabilities designated upon initial recognition at fair value through profit or loss are designated at the initial date of recognition, and only if the criteria in AASB 9 are satisfied.



### Financial liabilities at amortised cost

After initial recognition, trade and other payables are subsequently measured at amortised cost using the EIR method. Gains and losses are recognised in profit or loss when the liabilities are derecognised as well as through the EIR amortisation process.

Amortised cost is calculated by taking into account any discount or premium on acquisition and fees or costs that are an integral part of the EIR. The EIR amortisation is included as finance costs in profit or loss.

### Derecognition

A financial liability is derecognised when the obligation under the liability is discharged or cancelled or expires. When an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as the derecognition of the original liability and the recognition of a new liability. The difference in the respective carrying amounts is recognised in profit or loss.

## 1.12 Contingent Liabilities and Contingent Assets

Contingent liabilities and contingent assets are not recognised in the Statement of Financial Position but are reported in the relevant notes. They may arise from uncertainty as to the existence of a liability or asset or represent an existing liability or asset in respect of which the amount cannot be reliably measured. Contingent assets are disclosed when settlement is probable but not virtually certain, and contingent liabilities are disclosed when settlement is greater than remote.

## 1.13 Land, Buildings, Plant and Equipment

### Asset Recognition Threshold

Purchases of land, buildings, plant and equipment are recognised initially at cost in the Statement of Financial Position. The initial cost of an asset includes an estimate of the cost of dismantling and removing the item and restoring the site on which it is located.

### Revaluations—Land and Buildings

Following initial recognition at cost, land and buildings are carried at fair value less subsequent accumulated depreciation and accumulated impairment losses. Revaluations are performed with sufficient frequency such that the carrying amount of assets do not differ materially from those that would be determined using fair values as at the reporting date.

Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of asset revaluation reserve except to the extent that it reversed a previous revaluation decrement of the same asset class that was previously recognised in the surplus/deficit. Revaluation decrements for a class of assets are recognised directly in the profit or loss except to the extent that they reverse a previous revaluation

increment for that class. Any accumulated depreciation as at the revaluation date is eliminated against the gross carrying amount of the asset and the asset is restated to the revalued amount.

The freehold land and buildings were independently valued at 30 June 2021 by AON Valuation Services. The valuation was based on the fair value less cost to sell. The critical assumptions adopted in determining the valuation included the location of the land and buildings, the current strong demand for land and buildings in the area and recent sales data for similar properties.

### Depreciation

Depreciable property, plant and equipment assets are written-off to their estimated residual values over their estimated useful life using, in all cases, the straight line method of depreciation. Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

The depreciation rates applying to each class of depreciable asset are:

	2023	2022
Buildings – straight line basis	2.5%	2.5%
Plant and equipment – straight-line method	10–25%	10–25%

### Derecognition

An item of land, buildings, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognised in the profit and loss.

## 1.14 Impairment of non-financial assets

All assets are assessed for impairment at the end of each reporting period to the extent that there is an impairment trigger. Where indications of impairment exist, the asset's recoverable amount is estimated and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.

The recoverable amount of an asset is the higher of its fair value less costs of disposal and its value in use. Value in use is the present value of the future cash flows expected to be derived from the asset. Where the future economic benefit of an asset is not primarily dependent on the asset's ability to generate future cash flows, and the asset would be replaced if the reporting unit were deprived of the asset, its value in use is taken to be its depreciated replacement cost.

## Notes to the Financial Statements

### 1.15 Taxation

The entity is exempt from income tax under section 50.1 of the *Income Tax Assessment Act 1997* however still has obligation for Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST).

Revenues, expenses and assets are recognised net of GST except:

- where the amount of GST incurred is not recoverable from the Australian Taxation Office; and
- for receivables and payables.

The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables.

Cash flows are included in the statement of cash flows on a gross basis. The GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the Australian Taxation Office is classified within operating cash flows.

### 1.16 Fair value measurement

The reporting unit measures financial instruments, such as, financial asset as at fair value through the profit and loss, available for sale financial assets, and non-financial assets such as land and buildings and investment properties, at fair value at each balance sheet date. Also, fair values of financial instruments measured at amortised cost are disclosed in Note 13A.

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The fair value measurement is based on the presumption that the transaction to sell the asset or transfer the liability takes place either:

- In the principal market for the asset or liability, or
- In the absence of a principal market, in the most advantageous market for the asset or liability

The principal or the most advantageous market must be accessible by the reporting unit. The fair value of an asset or a liability is measured using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their economic best interest.

A fair value measurement of a non-financial asset takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use.

The reporting unit uses valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

- Level 1—Quoted (unadjusted) market prices in active markets for identical assets or liabilities
- Level 2—Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable
- Level 3—Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable

For assets and liabilities that are recognised in the financial statements on a recurring basis, the reporting unit determines whether transfers have occurred between Levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

External valuers are involved for valuation of significant assets, such as land and buildings and investment properties. Selection criteria include market knowledge, reputation, independence and whether professional standards are maintained. For the purpose of fair value disclosures, the reporting unit has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy.

### 1.17 Acquisition of assets and or liabilities that do not constitute a business combination

The entity did not acquire an asset or liability due to an amalgamation under Part 2 of Chapter 3 of the RO Act, a restructure of the branches of the organisation, a determination or revocation by the General Manager of the Fair Work Commission under subsections 245(1) or 249(1) of the RO Act.

### 1.18 Current versus non-current classification

The reporting unit presents assets and liabilities in the statement of financial position based on current/non-current classification.

An asset is current when it is:

- Expected to be realised or intended to be sold or consumed in the normal operating cycle;
- Held primarily for the purpose of trading;
- Expected to be realised within twelve months after the reporting period; or
- Cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least twelve months after the reporting period

All other assets are classified as non-current.

A liability is current when:

- It is expected to be settled in the normal operating cycle;
- It is held primarily for the purpose of trading;
- It is due to be settled within twelve months after the reporting period; or
- There is no unconditional right to defer the settlement of the liability for at least twelve months after the reporting period

The terms of the liability that could, at the option of the counterparty, result in its settlement by the issue of equity instruments do not affect its classification.

The reporting unit classifies all other liabilities as non-current.

#### **Note 2 Going concern**

The entity is not reliant on the agreed financial support of another reporting unit to continue on a going concern basis.

The entity has not agreed to provide financial support to another reporting unit to ensure they can continue on a going concern basis.

## Notes to the Financial Statements

### Note 3 Income

#### Disaggregation of revenue from contracts with customers

A disaggregation of the reporting unit's revenue by type of arrangement is provided on the face of the Statement of Profit or Loss and Other Comprehensive Income. The table below also sets out a disaggregation of revenue by type of customer:

	2023 \$	2022 \$
<b>Type of customer</b>		
Members	1,702,777	1,687,990
Other reporting units	-	-
Other parties	861,405	744,695
<b>Total revenue from contracts with customers</b>	<b>2,564,182</b>	<b>2,432,685</b>
<b>3A. Capitation fees and other revenue from another reporting unit</b>		
Capitation fees	-	-
Other revenue from another reporting unit	-	-
	<b>-</b>	<b>-</b>
<b>3B. Levies</b>		
Compulsory or voluntary levies or appeals	-	-
	<b>-</b>	<b>-</b>
<b>3C. Investment income</b>		
Interest on deposits	68,081	17,498
	<b>68,081</b>	<b>17,498</b>
<b>3D. Rental revenue</b>		
Properties	69,395	62,685
	<b>69,395</b>	<b>62,685</b>
<b>3E. Other operating revenue</b>		
Cabling providers	182,895	173,735
Events, exhibitions and sponsorships	266,449	127,060
Marketing and partnerships	201,611	220,595
Other operating revenue	210,450	223,305
	<b>861,405</b>	<b>744,695</b>
<b>3F. Grants or donations</b>		
Donations	-	-
	<b>-</b>	<b>-</b>
<b>3G. Revenue from recovery of wages activity</b>		
Amounts recovered from employers in respect of wages	-	-
Interest received on recovered money	-	-
	<b>-</b>	<b>-</b>

**Note 4 Expenses****4A. Employee expenses****Holders of office**

	<b>2023</b>	<b>2022</b>
	<b>\$</b>	<b>\$</b>
Holders of office - wages and salaries	228,670	222,921
Holders of office - superannuation	24,010	22,292
Holders of office - leave and other entitlements	12,168	8,718
Holders of office - separation and redundancies	-	-
Holders of office - other expenses	-	-
<b>Subtotal employee expenses holders of office</b>	<b>264,849</b>	<b>253,931</b>

**Employees other than office holders**

Employees - wages and salaries	866,594	814,027
Employees - superannuation	91,790	80,976
Employees - leave and other entitlements	36,109	(11,409)
Employees - separation and redundancies	-	-
Employees - other expenses	63,395	57,338
<b>Subtotal employee expenses employees other than office holders</b>	<b>1,057,888</b>	<b>940,932</b>

**Total employee expenses**

	<b>1,322,737</b>	<b>1,194,863</b>
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**4B. Capitation fees and other expense to another reporting unit**

Capitation fees	-	-
Other expenses from another reporting unit	-	-
	<b>-</b>	<b>-</b>

**4C. Affiliation fees**

Affiliation fees/subscriptions	-	-
	<b>-</b>	<b>-</b>

**4D. Administration expenses**

Total paid to employers for payroll deductions of membership subscriptions	-	-
Compulsory levies	-	-
Fees/allowances - meeting and conferences	-	-
Conference and meeting expenses	2,727	3,288
Contractors/consultants	133,643	129,325
Marketing	226,064	322,154
Property expenses	-	-
Office expenses	112,239	95,200
Information communications technology	175,208	138,198
Other	292,048	222,592
	<b>941,929</b>	<b>910,757</b>

## Notes to the Financial Statements

## Note 4 Expenses (continued)

**4E. Grants or donations**

Grants:

Total expensed that were \$1,000 or less

Total expensed that exceeded \$1,000

Donations:

Total expensed that were \$1,000 or less

Total expensed that exceeded \$1,000

**4F. Depreciation**

Depreciation

Land buildings

Plant and equipment

**Total depreciation****4G. Legal costs**

Litigation

Other legal costs

**4H: Write-down and impairment of assets**

Asset write-downs and impairments of:

Trade receivables

**Total write-down and impairment of assets****4I. Other expenses**Penalties - via RO Act or the *Fair Work Act 2009*

	<b>2023</b>	<b>2022</b>
	<b>\$</b>	<b>\$</b>
Total expensed that were \$1,000 or less	-	-
Total expensed that exceeded \$1,000	-	-
Total expensed that were \$1,000 or less	-	-
Total expensed that exceeded \$1,000	-	-
	<b>-</b>	<b>-</b>
<b>4F. Depreciation</b>		
Depreciation		
Land buildings	31,250	31,250
Plant and equipment	-	-
<b>Total depreciation</b>	<b>31,250</b>	<b>31,250</b>
<b>4G. Legal costs</b>		
Litigation	-	-
Other legal costs	2,956	8,599
	<b>2,956</b>	<b>8,599</b>
<b>4H: Write-down and impairment of assets</b>		
Asset write-downs and impairments of:		
Trade receivables	(17,150)	17,150
<b>Total write-down and impairment of assets</b>	<b>(17,150)</b>	<b>17,150</b>
<b>4I. Other expenses</b>		
Penalties - via RO Act or the <i>Fair Work Act 2009</i>	-	-
	<b>-</b>	<b>-</b>

**Note 5 Current Assets**

	<b>2023</b>	<b>2021</b>
	<b>\$</b>	<b>\$</b>
<b>5A. Cash and cash equivalents</b>		
Cash at bank	511,606	639,382
Short-term deposits	2,772,243	2,575,240
	<b>3,283,849</b>	<b>3,214,622</b>

\$7,302 (2022: \$7,265) of the short-term bank deposits are bonds paid to the company by tenants.

**5B. Trade and other receivables****Current**

Receivables from other reporting units	-	-
Less allowance for expected credit losses	-	-
<b>Receivable from other reporting units</b>	<b>-</b>	<b>-</b>
Receivables from non-reporting units	597,207	540,603
Less allowance for expected credit losses	-	(17,150)
<b>Receivable from non-reporting units</b>	<b>597,207</b>	<b>523,453</b>
<b>Total trade and other receivables (net)</b>	<b>597,207</b>	<b>523,453</b>

The movement in the allowance for expected credit losses of trade and other receivables is as follows:

At 1 July	(17,150)	-
Provision for expected credit losses	17,150	(17,150)
Write-off	-	-
<b>At 30 June</b>	<b>-</b>	<b>(17,150)</b>
<b>5C. Other current assets</b>		
Prepayments	120,324	125,313
	<b>120,324</b>	<b>125,313</b>

## Notes to the Financial Statements

### Note 6 Non-current Assets

#### 6A. Land and buildings

Freehold land and building at revaluation  
Freehold land and building accumulated depreciation

	2023	2022
	\$	\$
	4,350,000	4,350,000
	(62,500)	(31,250)
	<b>4,287,500</b>	<b>4,318,750</b>

Reconciliation of opening and closing balances of land and buildings

#### Balance as at start of year

Additions  
Revaluations  
Disposals  
Depreciation

#### Balance as at end of year

	<b>4,318,750</b>	<b>4,350,000</b>
	-	-
	-	-
	-	-
	(31,250)	(31,250)
	<b>4,287,500</b>	<b>4,318,750</b>

The revalued land and buildings is the principal place of business at 41 Hume Street, Crows Nest, NSW, 2065. Management determined that these constitute one class of asset under AASB 13, based on the nature, characteristics and risks of the property.

Fair value of the properties was determined by using market comparable method. This means that valuations performed by the valuer are based on active market prices, significantly adjusted for the difference in the nature, location or condition of the specific property. As at the date of revaluation, 30 June 2021, the property's fair value is based on valuation performed by AON Valuation Services, an accredited independent valuer.

#### 6B. Plant and equipment

Office equipment, furniture and fittings at cost  
Office equipment, furniture and fittings accumulated depreciation

	-	74,785
	-	(74,785)
	-	-

Reconciliation of opening and closing balances of office equipment furniture and fittings

#### Balance as at start of year

Additions  
Disposals  
Depreciation

#### Balance as at end of year

	-	-
	-	-
	-	-
	-	-
	-	-



**Note 7 Current Liabilities****7A. Trade payables**

	2023	2022
	\$	\$
Trade creditors and accruals	88,812	83,423
Payables to other reporting units	-	-
	<b>88,812</b>	<b>83,423</b>

Settlement is usually made within 30 days.

**7B. Other payables**

Payable to employers for making payroll deductions of membership subscriptions	-	-
Legal costs	-	-
Prepayments received/unearned revenue	1,868,170	1,863,241
Net GST payable	63,320	78,179
Centre for compliance fund	17,577	17,577
Other current payables	7,057	7,057
<b>Total other payables</b>	<b>1,956,124</b>	<b>1,966,054</b>

Total other payables are expected to be settled in:

No more than 12 months	1,824,054	1,839,456
More than 12 months	132,070	126,598
<b>Total other payables</b>	<b>1,956,124</b>	<b>1,966,054</b>

## Notes to the Financial Statements

### Note 8 Provisions

#### 8A. Employee provisions

##### Office Holders:

	2023	2022
	\$	\$
Annual leave	31,246	27,878
Long service leave	104,851	96,051
Separations and redundancies	-	-
Other	-	-
<b>Subtotal employee provisions – office holders</b>	<b>136,097</b>	<b>123,929</b>

##### Employees other than office holders:

Annual leave	69,153	59,837
Long service leave	108,012	81,219
Separations and redundancies	-	-
Other	-	-
<b>Subtotal employee provisions – employees other than office holders</b>	<b>177,165</b>	<b>141,056</b>

##### Total employee provisions – office holders and employees

Current employee provisions	287,629	253,602
Non current employee provisions	25,633	11,383
<b>Total employee provisions – office holders and employees</b>	<b>313,262</b>	<b>264,985</b>

**Note 9 Equity**

	<b>2023</b>	<b>2022</b>
	<b>\$</b>	<b>\$</b>
<b>9A. Property revaluation reserve</b>		
<b>Balance as at start of year</b>	2,197,408	2,197,408
Transferred to reserve	-	-
Transferred out of reserve	-	-
Other comprehensive income	-	-
<b>Balance as at end of year</b>	<b>2,197,408</b>	<b>2,197,408</b>
<b>9B. Equity – other specific disclosures – funds</b>		
<b>Compulsory levy/voluntary contribution fund – if invested in assets</b>	-	-
<b>Other funds required by rules</b>		
<b>Balance as at start of year</b>	-	-
Transferred to reserve	-	-
Transferred out of reserve	-	-
<b>Balance as at end of year</b>	<b>-</b>	<b>-</b>

**9C. Share capital**

There are no issued shares. The company is limited by guarantee. The liability of each member in respect of liabilities of the company is limited to \$100.

## Notes to the Financial Statements

### Note 10 Cash Flow

	2023	2022
	\$	\$
<b>10A. Cash Flow Reconciliation</b>		
<b>Reconciliation of cash and cash equivalents as per Balance Sheet to Cash Flow Statement:</b>		
<b>Cash and cash equivalents as per:</b>		
Cash flow statement	3,283,849	3,214,622
Balance sheet	3,283,849	3,214,622
<b>Difference</b>	<b>-</b>	<b>-</b>
<b>Reconciliation of profit to net cash from operating activities:</b>		
Profit for the year	63,006	111,408
<b>Adjustments for non-cash/non-operating items:</b>		
Depreciation/amortisation	31,250	31,250
Interest received	(68,081)	(17,498)
Rental income	(69,395)	(62,685)
<b>Changes in assets/liabilities</b>		
(Increase)/decrease in net receivables	(73,754)	(157,944)
(Increase)/decrease in other assets	4,989	16,326
Increase/(decrease) in trade payables	5,389	(53,127)
Increase/(decrease) in other payables	(9,930)	48,573
Increase/(decrease) in employee provisions	48,277	(2,691)
<b>Net cash used in operating activities</b>	<b>(68,249)</b>	<b>(86,388)</b>
<b>10B. Cash Flow Information</b>		
<b>Receipts from/payments to other reporting units/controlled entities</b>		
Cash inflows:	-	-
<b>Total cash inflows</b>	<b>-</b>	<b>-</b>
Cash outflows:	-	-
<b>Total cash outflows</b>	<b>-</b>	<b>-</b>

## Note 11 Related Party Disclosures

### 11A. Related party transactions for the reporting period

The following table provides the total amount of transactions that have been entered into with related parties for the relevant year.

	<b>2023</b>	<b>2022</b>
	<b>\$</b>	<b>\$</b>
Amounts received from related parties includes the following:	-	-
Expenses paid to related parties include the following:	-	-
Amounts owed by related parties include the following:	-	-
Amounts owed to related parties include the following:	-	-
Loans from/to related parties include the following:	-	-
Assets transferred from/to related parties include the following:	-	-
<b>11B. Key Management Personnel Remuneration for the Reporting Period</b>		
<b>Short-term employee benefits</b>		
Salary (including annual leave taken)	639,025	592,120
Annual leave accrued	13,971	4,504
Performance bonus	-	-
<b>Total short-term employee benefits</b>	<b>652,996</b>	<b>596,624</b>
<b>Post-employment benefits:</b>		
Superannuation	67,029	59,144
<b>Total post-employment benefits</b>	<b>67,029</b>	<b>59,144</b>
<b>Other long-term benefits:</b>		
Long-service leave	19,515	27,638
<b>Total other long-term benefits</b>	<b>19,515</b>	<b>27,638</b>
<b>Termination benefits</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>739,540</b>	<b>683,406</b>
<b>Note 11C: Transactions with key management personnel and their close family members</b>		
Loans to/from key management personnel	-	-
Other transactions with key management personnel	-	-

## Notes to the Financial Statements

### Note 12 Financial Instruments

	2023	2022
	\$	\$
<b>12A. Categories of Financial Instruments</b>		
<b>Financial Assets</b>		
<b>Cash and bank balances:</b>		
Cash at bank	511,606	639,382
<b>Total cash and bank balances</b>	<b>511,606</b>	<b>639,382</b>
<b>At amortised cost:</b>		
Short term deposits	2,772,243	2,575,240
Trade receivables	597,207	523,453
<b>Total amortised cost</b>	<b>3,369,450</b>	<b>3,098,693</b>
<b>Carrying amount of financial assets</b>	<b>3,881,056</b>	<b>3,738,075</b>
<b>Financial Liabilities</b>		
<b>Other financial liabilities:</b>		
Trade creditors and accruals	88,812	83,423
Net GST payable	63,320	78,179
Other current payables	7,057	7,057
Employee provisions	313,262	264,985
<b>Total other financial liabilities</b>	<b>472,451</b>	<b>433,644</b>
<b>Carrying amount of financial liabilities</b>	<b>472,451</b>	<b>433,644</b>
<b>12B. Net Income and Expense from Financial Assets</b>		
<b>At amortised cost:</b>		
Interest revenue	68,081	17,498
Bank charges and merchant fees	(1,035)	(1,028)
<b>Net gain from financial assets at amortised cost</b>	<b>67,046</b>	<b>16,470</b>
<b>Net gain from financial assets</b>	<b>67,046</b>	<b>16,470</b>
<b>12C. Net Income and Expense from Financial Liabilities</b>		
<b>Net gain from financial liabilities</b>	<b>-</b>	<b>-</b>

## Note 12 Financial Instruments. (continued)

### 12D. Credit Risk

The following table illustrates the entity's gross exposure to credit risk, excluding any collateral or credit enhancements.

	2023	2022
	\$	\$
<b>Financial assets</b>		
Cash and cash balances	511,606	639,382
Financial assets at amortised cost	3,369,450	3,098,693
	<b>3,881,056</b>	<b>3,738,075</b>
<b>Financial liabilities</b>		
Trade payables	88,812	83,423
Net GST payable	63,320	78,179
Other current payables	7,057	7,057
Employee provisions	313,262	264,985
	<b>472,451</b>	<b>433,644</b>

In relation to the entity's gross credit risk the following collateral is held: nil.

### Credit quality of financial instruments not past due or individually determined as impaired

No financial asset, individually, was past its due date and there were no other recoverability issues identified. Therefore, no financial asset was assessed as being impaired.

### 12E. Liquidity Risk

The entity does not have any financial liabilities that are subject to contractual maturities.

### 12F. Market Risk

#### Interest rate risk

The entity earns interest on the cash transaction accounts as well as short-term deposits. Interest rates on the transactions accounts are minimal, while the interest rate on short-term deposits are fixed at the beginning of the term. The entity earned an average of 3.5% on short-term deposit accounts held during the year. Accounts receivable and accounts payable do not attract any interest.

### Price risk

The entity does not hold any financial assets nor liabilities that are sensitive to price risk.

### 12G. Asset pledged/or held as collateral

The entity does not have any assets pledged nor held as collateral.

### 12H. Changes in liabilities arising from financing activities

The entity does not have any liabilities arising from financing activities.

## Notes to the Financial Statements

### 13 Fair Value Measurement

#### 13A. Financial Assets and Liabilities

Management of the reporting unit assessed that cash, trade receivables, trade payables, and other current liabilities approximate their carrying amounts largely due to the short term maturities of these instruments. See Note 12A for a list of these financial assets and liabilities.

#### 13B. Financial and Non-financial Assets and Liabilities Fair Value Hierarchy

The following tables provide an analysis of financial and non-financial assets and liabilities that are measured at fair value, by fair value hierarchy.

Fair value hierarchy – 30 June 2023	Date of valuation	Level 1	Level 2	Level 3
			\$	\$
<b>Assets measured at fair value</b>				
Land and buildings	30-Jun-23	-	4,287,500	-
<b>Total</b>		-	<b>4,287,500</b>	-
<b>Liabilities measured at fair value</b>				
	30-Jun-23	-	-	-
<b>Total</b>		-	-	-

#### Fair value hierarchy – 30 June 2022

Fair value hierarchy – 30 June 2022	Date of valuation	Level 1	Level 2	Level 3
			\$	\$
<b>Assets measured at fair value</b>				
Land and buildings	30-Jun-22	-	4,318,750	-
<b>Total</b>		-	<b>4,318,750</b>	-
<b>Liabilities measured at fair value</b>				
	30-Jun-22	-	-	-
<b>Total</b>		-	-	-



**Note 14 Remuneration of auditors**

	<b>2023</b>	<b>2022</b>
	<b>\$</b>	<b>\$</b>
<b>Value of the services provided</b>		
Financial statement audit services	31,000	29,500
Assistance with financial statement preparation	3,650	3,500
Other review engagements	3,650	3,500
<b>Total remuneration of auditors</b>	<b>38,300</b>	<b>36,500</b>

**Note 15 Contingent Liabilities, Assets and Commitments****Note 15A: Commitments and contingencies****Operating lease commitments—as lessor**

During the financial year ended 30 June 2023, the reporting unit leased out two commercial office spaces. The agreements were as follows:

- Part of Ground Floor, 41 Hume Street, Crows Nest, NSW, 2065. The 1-year lease commenced on 15 July 2022, with an option for an additional year. A rent-free period of 2 weeks will be provided if the option to renew is taken. Fixed reviews of 4% annually on the anniversary date of the lease were applicable.
- Part of Level 1, 41 Hume Street, Crows Nest, NSW, 2065, which currently has no formal agreement and is being leased on a month-to-month basis.

Future minimum rentals receivable under non-cancellable operating leases as at 30 June are:

	<b>2023</b>	<b>2022</b>
	<b>\$</b>	<b>\$</b>
Within one year	27,519	-
After one year but not more than two years	-	-
After two years but not more than three years	-	-
After three years but not more than four years	-	-
After four years but not more than five years	-	-
After five years	-	-
	<b>27,519</b>	<b>-</b>

The reporting unit had no other commitments nor contingent assets/liabilities for the year ended 30 June 2023.

**Note 16 Administration of financial affairs by a third party**

The reporting unit did not have another entity administer the financial affairs of the reporting unit for the year ended 30 June 2023 (2022: None).

**Note 17 Payments to former related parties**

The reporting unit did not make a payment to a former related party of the reporting unit during the year ended 30 June 2023 (2022: None).

**Note 18 Events after the reporting period**

There were no events that occurred after 30 June 2023, and/or prior to the signing of the financial statements, that would affect the ongoing structure and financial activities of the reporting unit.

**Note 19 Section 272 Fair Work (Registered Organisations) Act 2009**

In accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009*, the attention of members is drawn to the provisions of subsections (1) to (3) of section 272, which reads as follows:

Information to be provided to members or Commissioner:

- (1). A member of a reporting unit, or the Commissioner, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (2). The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- (3). A reporting unit must comply with an application made under subsection (1).

## ASIAL Code of Professional Conduct

- 1 For the purposes of ASIAL's Code of Professional Conduct (the Code), Members shall include, as applicable, any of their employees and contractors.
- 2 Members shall conduct their activities in a professional and competent manner with respect for the public interest, maintaining the privacy and confidentiality in their dealings, and shall at all times act with integrity in dealing with clients, employees or sub-contractors, past and present, with their fellow Members and with the general public. The objective of the Code is for Members to adopt best practice industry standards.
- 3 Members shall not intentionally disseminate false or misleading information, whether written, spoken or implied, nor engage in false, misleading or deceptive conduct or otherwise bring the security industry into disrepute. Members have a duty to maintain truth, accuracy and good taste in advertising and sales promotion.
- 4 Members shall not represent conflicting or competing interests except with the express consent of those concerned given only after full disclosure of the facts to all interested parties.
- 5 Members shall refrain from knowingly associating with any enterprise, which uses improper or illegal methods for obtaining business.
- 6 Members shall not intentionally injure the professional reputation or practice of another Member.
- 7 Members shall comply with all applicable State and Federal legislation covering security providers and in particular statutory obligations, including but not limited to matters relating to consumer laws, occupational health and safety and workplace relations laws.
- 8 ASIAL is to be informed when the Member's attention has been drawn to any breach by that Member of the Code.
- 9 Members shall help to improve the body of knowledge of the profession by exchanging information and experience with fellow Members, participating in industry related programs designed to raise the standard of service delivery, and by applying their special skill and training for the benefit of others.
- 10 Members shall refrain from using their relationship with the Association in such a manner as to state or imply an official accreditation or approval beyond the scope of membership of the Association and its aims, rules and policies.
- 11 Members shall cooperate with fellow Members in upholding and enforcing the ASIAL Code of Professional Conduct.
- 12 Members shall have in place procedures to deal appropriately and promptly with complaints about the provision of its services and actively engage in the resolution of complaints raised via ASIAL's Dispute Resolution Policy and Procedure.
- 13 Members shall maintain appropriate and accurate records in accordance with all relevant statutory requirements.
- 14 Where an alleged breach of this Code is appropriately brought to the attention of ASIAL, then ASIAL will in the first instance raise this matter in writing with the Member. ASIAL will provide the Member with the opportunity to take remedial action, if that is appropriate under the circumstances, or where remedial action should have been but has not been carried out by the Member, then ASIAL is to inform the Member that it will take the appropriate disciplinary action by way of a show cause notice why their membership should not now be cancelled.

**Supporting members,  
promoting standards and  
safeguarding public interests.**

