



30 October 2024

John Hartree
Federal President
The Australian Institute of Marine and Power Engineers
Sent via email: Jhartree@aimpe.asn.au

cc: VIC/TAS Branch imcallister@aimpe.asn.au

Dear John Hartree

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Australian Institute of Marine and Power Engineers (AR2024/30).

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

What you need to do right now

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

These next steps are explained below in more detail.

Financial training must be done within 6 months

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

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

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

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

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

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Disclosure obligations: what officers must do

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

Time frames for notifications of change

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

Resources to help you make your notifications of change

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

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

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

Yours sincerely

Fair Work Commission

Appendix A

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

Our records have been updated.

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

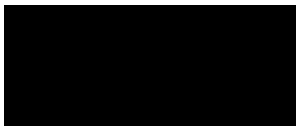
Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
23 October 2024	VIC/TAS Branch	Ordinary Member of Federal Council	Yes

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

I, Ian McAllister, being the Victoria/Tasmania Branch Secretary of the Australian Institute of Marine and Power Engineers, declare the following:

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

Signed:



Dated: 23 October 2024

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

ANNEXURE A

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

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

[Please note:

- delete the information **highlighted**: this is instructional or provided by way of example only
- the Fair Work Commission must be notified within **35 days** of the change
- the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change
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Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Victoria/Tasmania	17.10.2024	Ordinary Member of Federal Council	Peter Walsh	Iain Thomson	202/20 Convention Centre Place South Wharf 3006, Victoria.	Marine Engineer



9 September 2024

John Hartree
Federal President
The Australian Institute of Marine and Power Engineers
Sent via email: Jhartree@aimpe.asn.au

cc: Newcastle Branch- hchristiansen@aimpe.asn.au

Dear John Hartree

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

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Fair Work Commission

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Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
26/08/2024	Newcastle	Ordinary Member of Federal Council	Yes

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

I, Henning Christiansen being the **Secretary** of the [Newcastle Branch of the **Australian Institute of Marine and Power Engineers**], declare the following:

1. I am authorised to make this declaration.
 2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
 3. The incumbent Mr Terry Snee died on 21 July 2024.
 4. As the unexpired term of office was less than 12 months, in accordance with Rule 33 C (Casual Vacancies) (ii), on Tuesday 30 July 2024 the Newcastle Branch Executive resolved to appoint Ms Dana Crampton to the position to serve out the remainder of that term.
- A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:


// Henning Christiansen, SECRETARY

Dated: 26 August 2024

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Newcastle	30 July 2024	Ordinary Member of Federal Council	Terry Snee	Dana Crampton	148 Hannell Street Wickham NSW 2293	Marine Engineer



22 August 2024

John Hartree
Federal President
The Australian Institute of Marine and Power Engineers
Sent via email: Jhartree@aimpe.asn.au

cc: QLD- qldadmin@aimpe.asn.au

Dear John Hartree

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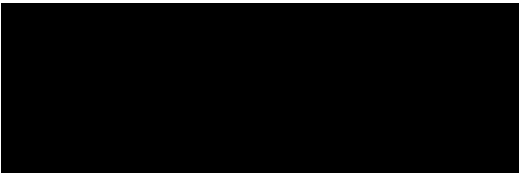
Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
15/08/2024	QLD	Branch Secretary, Branch President, Ordinary Member of Federal Council	Yes

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

I, Peter John Toohey, being the Queensland Branch President of the Australian Institute of Marine and Power Engineers, declare the following:

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

A large black rectangular box redacting the signature of Peter John Toohey.

QLD BRANCH PRESIDENT

Dated: 15 AUGUST 2024

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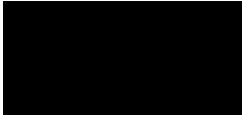
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•

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Queensland	12 August 2024	Branch Secretary	Peter Toohey	Brad Ready	C/- Suite 14 "Rockton" 40 Brookes Street Bowen Hills Q 4006	Marine Engineer
Queensland	12 August 2024	Branch President	Brad Ready	Peter Toohey	C/- Suite 14 "Rockton" 40 Brookes Street Bowen Hills Q 4006	Marine Engineer
Queensland	12 August 2024	Ordinary Member of Federal Council	Brad Ready	VACANCY ARISING FROM CHANGE OF OFFICE	N/A	N/A





15 July 2024

John Hartree
Federal President
The Australian Institute of Marine and Power Engineers
Sent via email: Jhartree@aimpe.asn.au

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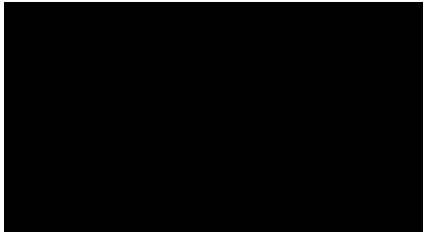
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03/07/2024	National	Federal President, Senior Vice President, Vice President (2)	Yes

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Federal President

Dated: 2 July 2024

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National	Declaration 12 June 2024	Federal President	Martin Byrne	Election	John Hartree	c/- Head Office 52 Buckingham Street, Surry Hills NSW 2010	Marine Engineer
National	Declaration 12 June 2024	Senior Vice President	John Hartree	Election	Martin Byrne	c/- Sydney Branch 52 Buckingham Street, Surry Hills NSW 2010	Union Official
National	Declaration 12 June 2024	Vice President	Peter Toohey	Election	Brad Ready	c/- Queensland Branch, Suite 14, 40 Brookes Street, Bowen Hills, QLD 4006	Marine Engineer
National	Declaration 12 June 2024	Vice President	Mark Jones	Election	Sean Francis	c/- NEWCASTLE Branch, 148 Hannell St, Wickham 2293	Marine Engineer



15 May 2024

Martin Byrne
Federal President
The Australian Institute of Marine and Power Engineers
Sent via email: mbyrne@aimpe.asn.au

cc: WA-Jhartree@aimpe.asn.au

Dear Martin Byrne

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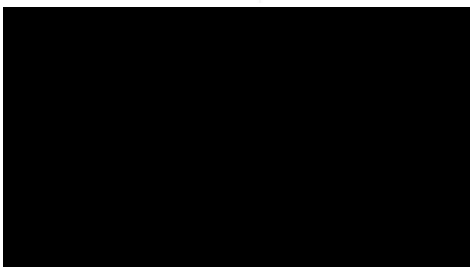
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09/05/2024	WA	Branch Treasurer	Yes

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

I, Joh Hartree, being the WA Branch Secretary of the Australian Institute Of Marine and Power Engineers, declare the following:

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

Signed



Dated: 9/05/2024

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

ANNEXURE A

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

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

[Please note:

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
WA Branch	24/04/2024	Branch Treasurer	Andrew Williamson	Manfred Maier	c/o 52 Buckingham Street Surrey Hills Sydney 2010	Marine Engineer
WA Branch	24/4/2024	Branch President	Michael Handcock	Michael Handcock	C/O 52 Buckingham Street Surrey Hills Sydney 2010	Marine Engineer

WA Branch	24/04/2024	Ordinary Member Federal Council	Mark Jones	Mark Jones	C/O 52 Buckingham Street Surrey Hills Sydney 2010	Marine Engineer



16 April 2024

Martin Byrne
Federal President
The Australian Institute of Marine and Power Engineers
Sent via email: mbyrne@aimpe.asn.au

Dear Martin Byrne

The Australian Institute of Marine and Power Engineers's annual return of information (annual return) lodged under subsection 233(1) of the RO Act

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

Summary of your annual return and its assessment

Year	2024
Matter number	AR2024/30
Lodgement date	22 March 2024
Review	Advanced Review
Result	FILED

Your advanced review

Your annual return had an **advanced review** which is a comprehensive review that evaluates compliance with the requirements of the RO Act.



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

The Commission's risk-based approach

The Commission takes a risk-based approach to the assessment of annual returns. Consistent with that approach, most organisations have their annual returns assessed with a 'primary review', with the remainder being assessed using an advanced review. The advanced review is a more comprehensive review. The Commission's [advanced review checklist](#) is published on our website.

This year your annual return was assessed against an advanced review.

Do you have any questions?

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

If you have any queries we can be contacted on 1300 341 665 or by email at regorgs@fwc.gov.au.

Yours sincerely

Fair Work Commission



Fair Work Commission

By Email: regorgs@fwc.gov.au

Reference: AR2024/30

22nd March 2024

NN/3/1 (b)

AIMPE: ANNUAL RETURN OF INFORMATION FOR 2024

I, Martin Byrne, being the Federal President of the Australian Institute of Marine and Power Engineers (AIMPE), declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the Fair Work (Registered Organisations) Act 2009 (the Act).
3. The following is a correct statement of the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Act:
 - The address of the organisation is 52 Buckingham Street, SURRY HILLS, NSW 2010.
 - The name and address of each branch of the organisation is:

LIST OF BRANCHES

LIST OF OFFICE ADDRESS

SYDNEY BRANCH

52 Buckingham Street
SURRY HILLS NSW 2010

VICTORIA/TASMANIA
BRANCH

Office 202, 20 Convention
Centre Place
SOUTH WHARF VIC 3006

QUEENSLAND BRANCH

Suite 14 "Rockton"
40 Brookes Street
BOWEN HILLS QLD 4006

SOUTH AUSTRALIA BRANCH

22 Divett Street
PORT ADELAIDE SA 5015

WEST AUSTRALIA BRANCH

1 High Street
FREMANTLE WA 6160

NEWCASTLE BRANCH

148 Hannell Street
WICKHAM NSW 2293

- On 31 December 2023 the number of members was 1593. Retired or Honorary members are not included in this total.
- A list of offices and the names, postal address and occupations of persons holding those offices as at the date of this declaration is attached at Annexure A and forms part of this declaration.
- Under the rules of the organisation, the following elections must be held between 1 January and 31 December of 2024:

1. Federal Executive members election

OFFICE	OFFICE-HOLDER	OCCUPATION	ELECTION DUE
FEDERAL PRESIDENT	BYRNE, MARTIN 52 Buckingham St, Surry Hills, NSW, 2010	Union Official	11/06/2024
SENIOR VICE PRESIDENT	HARTREE, JOHN 1 High St, Fremantle WA 6160	Marine Engineer	11/06/2024
VICE PRESIDENT	JONES, MARK 1 High St, Fremantle WA 6160	Marine Engineer	11/06/2024
VICE PRESIDENT	TOOHEY, PETER 14/40 Brookes St, Bowen Hills, QLD 4006	Marine Engineer	11/06/2024
FEDERAL TREASURER	MCALLISTER, IAN Office 202, 20 Convention Centre Place, South Wharf, VIC 3006	Marine Engineer	11/06/2024

2. Branch elections

VICTORIA/TASMANIA BRANCH

OFFICE	NAME & ADDRESS OF INCUMBENT	OCCUPATION	DATE ELECTED	ELECTION DUE
Secretary	MCALLISTER, IAN Office 202, 20 Convention Centre Place, South Wharf, VIC 3006	Marine Engineer	16/12/2020	16/12/2024

QUEENSLAND BRANCH

OFFICE	NAME & ADDRESS OF INCUMBENT	OCCUPATION	DATE ELECTED	ELECTION DUE
Secretary	TOOHEY, PETER Suite 14, 40 Brookes St, Bowen Hills QLD 4006	Marine Engineer	06/07/2020	06/07/2024
President	READY, BRAD Suite 14, 40 Brookes St, Bowen Hills QLD 4006	Marine Engineer	06/06/2022	06/06/2024

Councillor	READY, BRAD Suite 14, 40 Brookes St, Bowen Hills QLD 4006	Marine Engineer	20/04/2022	20/04/2024
Councillor	ROOTS, PETER Suite 14, 40 Brookes St, Bowen Hills QLD 4006	Marine Engineer	20/04/2022	13/11/2023 (Resigned on 13/11/2023)
Councillor	HARDY, TIMOTHY Suite 14, 40 Brookes St, Bowen Hills QLD 4006	Marine Engineer	13/11/2023 (Appointed by Branch Executive)	20/04/2024

WEST AUSTRALIA BRANCH

OFFICE	NAME & ADDRESS OF INCUMBENT	OCCUPATION	DATE ELECTED	ELECTION DUE
President	HANDCOCK, MICHAEL 1 High Street, Fremantle, WA 6160	Marine Engineer	01/04/2022	01/04/2024
Treasurer	WILLIAMSON, ANDREW* 1 High Street, Fremantle, WA 6160	Industrial Officer	01/04/2022	12/02/2024
Councillor	JONES, MARK 1 High Street, Fremantle, WA 6160	Marine Engineer	20/06/2022	20/06/2024

- Andrew Williamson transferred to Sydney Branch on 12.02.24 and an election is in progress

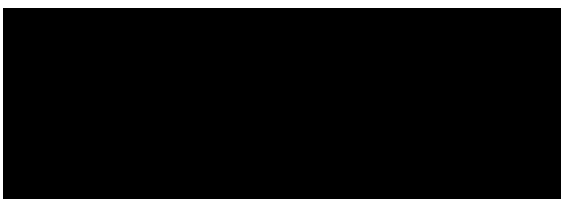
NEWCASTLE BRANCH

OFFICE	NAME & ADDRESS OF INCUMBENT	OCCUPATION	DATE ELECTED	ELECTION DUE
Secretary	CHRISTIANSEN, HENNING 148 Hannell Street, Wickham, NSW 2293	Union Official	06/10/2020	06/10/2024

During the previous 12 months:

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

Kind regards



Martin Byrne
Federal President

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

Offices and Office Holders in the AIMPE and its Branches

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
National	Federal President	MARTIN BYRNE	c/- SYDNEY Branch, 52 Buckingham St, Surry Hills NSW 2010	Union official
	Senior Vice President	JOHN HARTREE	c/- WA Branch, 1 High Street, Fremantle, WA 6160	Marine Engineer
	Vice President	PETER TOOHEY	c/- QLD Branch, Suite 14, 40 Brookes St, Bowen Hills QLD 4006	Marine Engineer
	Vice President	MARK JONES	c/- WA Branch, 1 High Street, Fremantle, WA 6160	Marine Engineer
	Federal Treasurer	IAN MCALLISTER	c/- VIC/TAS Branch, Office 202,20 Convention Centre Place, South Wharf Vic 3006	Marine Engineer
Sydney	President	STEVEN ADAMS	c/- SYDNEY Branch, 52 Buckingham St, Surry Hills NSW 2010	Marine Engineer
	Secretary	MARTIN BYRNE	As above	Union official
	Treasurer	JOHN VAN DAM	As above	Marine Engineer
	Councillor	EVAN JAMES	As above	Marine Engineer
	Councillor	PETER DE SZOEKE	As above	Marine Engineer
Victoria/ Tasmania	President	RUSSELL RICKARDS	c/- VIC/TAS Branch, Office 202,20 Convention Centre Place, South Wharf Vic 3006	Marine Engineer
	Secretary	IAN MCALLISTER	As above	Marine Engineer
	Treasurer	PARIS STRACHAN	As above	Marine Engineer
	Councillor	PETER WALSH	As above	Marine Engineer
	Councillor	JONO MCLEAN	As above	Marine Engineer

Queensland	President	BRADLEY READY	c/- QLD Branch, Suite 14, 40 Brookes St, Bowen Hills QLD 4006	Marine Engineer
	Secretary	PETER TOOHEY	As above	Marine Engineer
	Treasurer	TIMOTHY HARDY	As above	Marine Engineer
	Councillor	BRADLEY READY	As above	Marine Engineer
	Councillor	TIMOTHY HARDY	As above	Marine Engineer
South Australia	President	SEAN KNIGHT	c/- SA Branch, 22 Divett Street, Port Adelaide SA 5015	Marine Engineer
	Secretary	GRAHAM GOSDEN	As above	Marine Engineer
	Treasurer	BENJAMIN SWINCER	As above	Marine Engineer
	Councillor	ANTHONY WILLIAMS	As above	Marine Engineer
West Australia	President	MICHAEL HANDCOCK	c/- WA Branch, 1 High Street, Fremantle, WA 6160	Marine Engineer
	Secretary	JOHN HARTREE	As above	Marine Engineer
	Treasurer	VACANT		
	Councillor	MARK JONES	As above	Marine Engineer
	Councillor	MICHAEL HANDCOCK	As above	Marine Engineer
Newcastle	President	DONALD MOORE	c/- NEWCASTLE Branch, 148 Hannell St, Wickham 2293	Marine Engineer
	Secretary	HENNING CHRISTIANSEN	As above	Union Official
	Treasurer	RINALDO DE VITAS	As above	Marine Engineer
	Councillor	SEAN (PADDY) FRANCIS	As above	Marine Engineer
	Councillor	TERRY SNEE	As above	Marine Engineer