



12 March 2025

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: legal@professionalsaustralia.org.au

cc: Professional Engineers Division ACT,NSW,TAS Subdivision, Professional Architects Division, Collieries Staff Division, Local Government Engineers Association, Professional Scientists Division, Pharmacists Division-
legal@professionalsaustralia.org.au,info@professionalsaustralia.org.au

Dear Matthew Silletto

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Association of Professional Engineers, Scientists and Managers, Australia (AR2024/8).

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

What you need to do right now

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

These next steps are explained below in more detail.

Financial training must be done within 6 months

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

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

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

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



Officer financial training audit

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

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

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

Help for new officers: Officer Induction Kit

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

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

Disclosure obligations: what officers must do

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

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

Time frames for notifications of change

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

Resources to help you make your notifications of change

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

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

These resources include:

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



eLearning module – notifications of change

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

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

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

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

Yours sincerely

Fair Work Commission

Appendix A

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

Our records have been updated.

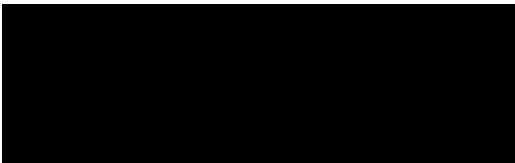
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
03/03/2025	Professional Engineers Division ACT, NSW,TAS Subdivision, Professional Architects Division, Collieries Staff Division, Local Government Engineers Association, Professional Scientists Division, Pharmacists Division	Committee Member (16)	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, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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.



Matthew Silletto
NATIONAL SECRETARY

22 February 2025

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

ANNEXURE A

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Professional Engineers Division ACT Sub-Division	19.2.2025	Committee member	Vacant	Hari Iyengar	7 Napier Close, Deakin ACT 2600	Engineer
Professional Engineers Division NSW Sub-Division	19.2.2025	Committee member	Vacant	David Morgan	Level 1, 491 Kent Street, Sydney NSW 2000	Engineer
Professional Engineers Division TAS Sub-Division	19.2.2025	Committee member	Vacant	John Minchin	152 Miller Street, West Melbourne VIC 3003	Engineer
Professional Engineers Division TAS Sub-Division	19.2.2025	Committee member	Vacant	Matthew Nicholas	152 Miller Street, West Melbourne VIC 3003	Engineer
Professional Architects Division	19.2.2025	Committee member	Vacant	Tom Bunn	152 Miller Street, West Melbourne VIC 3003	Architect
Professional Architects Division	19.2.2025	Committee member	Vacant	Kerrin Jefferis	152 Miller Street, West Melbourne VIC 3003	Architect

Collieries Staff Division	19.2.2025	Committee member – WA District	Vacant	Stephen Mumme	Level 1, 491 Kent Street, Sydney NSW 2000	Collieries Staff
Local Government Engineers Association	19.2.2025	Committee member	Vacant	Matthew Holt	Level 1, 491 Kent Street, Sydney NSW 2000	Engineer
Local Government Engineers Association	19.2.2025	Committee member	Vacant	Sally Thompson	Level 1, 491 Kent Street, Sydney NSW 2000	Engineer
Professional Scientists Division	19.2.2025	Committee member – Tasmania	Vacant	Darryl Pleacy	152 Miller Street, West Melbourne VIC 3003	Scientist
Professional Scientists Division	19.2.2025	Committee member – WA	Vacant	Ibrahim Elfayoumi	152 Miller Street, West Melbourne VIC 3003	Scientist
Professional Scientists Division	19.2.2025	Committee member – Any Division	Vacant	Sean Geoghegan	152 Miller Street, West Melbourne VIC 3003	Scientist
Pharmacists Division	19.2.2025	Committee member – SA & NT	Vacant	Tho Tran	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Pharmacists Division	19.2.2025	Committee member – Any Division	Vacant	Nathan Cruickshank	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Pharmacists Division	19.2.2025	Committee member – Any Division	Vacant	Neiti Krosch	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Pharmacists Division	19.2.2025	Committee member – Any Division	Vacant	Antonius Touw	152 Miller Street, West Melbourne VIC 3003	Pharmacist



10 February 2025

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: legal@professionalsaustralia.org.au

cc: Professional Engineers Division - Tasmania Subdivision info@professionalsaustralia.org.au
Professional Engineers Division - Western Australia Subdivision legal@professionalsaustralia.org.au

Dear Matthew Silletto

Notification of changes – Acknowledgment

We acknowledge receipt of a Notification of Change to the Association of Professional Engineers, Scientists and Managers, Australia (AR2024/8).

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

Time frames for notifications of changes

Notifications of change must be lodged within 35 days of the change occurring (r 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.

But we understand they can be a difficult requirement to get right. We have created resources to help you understand the notification of change requirement and complete it quickly.

These resources include:

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



eLearning module – notifications of change

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

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

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

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

Yours sincerely

Fair Work Commission

Appendix A

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

Our records have been updated.

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

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
30 January 2025 (amended on 10 February 2025)	Professional Engineers Division – Tasmania Subdivision	Change of address	Yes
	Professional Engineers Division – Western Australia Subdivision	Change of address	

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

I, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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*:
 - On 2 January 2025 the address of branch[es] of the organisation changed to:¹
 - [include OLD name and address and NEW name and address of every branch that has changed]

1. OLD: The Association of Professional Engineers, Scientists and Managers, Australia
Professional Engineers – Tasmania Subdivision, 265 Macquarie Street, HOBART TAS 7000

NEW: The Association of Professional Engineers, Scientists and Managers, Australia
Professional Engineers – Tasmania Subdivision, 152 Miller Street, WEST MELBOURNE VIC 3003

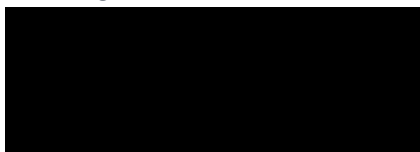
2. OLD: The Association of Professional Engineers, Scientists and Managers, Australia
Professional Engineers – Western Australia Subdivision, Suite 1A/12-14 Thelma Street, WEST PERTH WA 6005

NEW: The Association of Professional Engineers, Scientists and Managers, Australia
Professional Engineers – Western Australia Subdivision, Level 4, 445 Hay Street, PERTH WA 6000

¹ s.230(1)(d); reg.147(a) & (d)

- A list of changes to the names and postal addresses of persons holding offices at these locations is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Matthew Silletto
NATIONAL SECRETARY

Dated: 10 February 2025

[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

Branch	Date of Change	Name of Office	Name of Office Holder	Old Postal Address	New Postal Address
National Assembly	02/01/2025	Representative – Eng TAS	Donald Vaughan	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003
Professional Engineers - Tasmania Subdivision	02/01/2025	President	Donald Vaughan	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003
Professional Engineers - Tasmania Subdivision	02/01/2025	Vice President	Vacant	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003
Professional Engineers - Tasmania Subdivision	02/01/2025	Secretary	James Benham	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003
Professional Engineers - Tasmania Subdivision	02/01/2025	Treasurer	Vacant	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003

Professional Engineers - Tasmania Subdivision	02/01/2025	Committee Member	James Benham	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003
Professional Engineers - Tasmania Subdivision	02/01/2025	Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003
Professional Engineers - Tasmania Subdivision	02/01/2025	Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003
Professional Engineers - Tasmania Subdivision	02/01/2025	Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003
Professional Engineers - Tasmania Subdivision	02/01/2025	Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003
Professional Engineers - Tasmania Subdivision	02/01/2025	Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003
Professional Engineers - Tasmania Subdivision	02/01/2025	Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	152 Miller Street, West Melbourne VIC 3003
Professional Engineers– Western Australia Subdivision	02/01/2025	President	Pasan Tennakoon	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Level 4, 445 Hay Street, Perth WA 6000

Professional Engineers– Western Australia Subdivision	02/01/2025	Vice President	Brian Norris	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Level 4, 445 Hay Street, Perth WA 6000
Professional Engineers– Western Australia Subdivision	02/01/2025	Secretary	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Level 4, 445 Hay Street, Perth WA 6000
Professional Engineers– Western Australia Subdivision	02/01/2025	Treasurer	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Level 4, 445 Hay Street, Perth WA 6000
Professional Engineers– Western Australia Subdivision	02/01/2025	Committee Member	Robert Thornton	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Level 4, 445 Hay Street, Perth WA 6000
Professional Engineers– Western Australia Subdivision	02/01/2025	Committee Member	Philip Wharrie	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Level 4, 445 Hay Street, Perth WA 6000
Professional Engineers– Western	02/01/2025	Committee Member	Brian Norris	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Level 4, 445 Hay Street, Perth WA 6000

Australia Subdivision					
Professional Engineers– Western Australia Subdivision	02/01/2025	Committee Member	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Level 4, 445 Hay Street, Perth WA 6000
Professional Engineers– Western Australia Subdivision	02/01/2025	Committee Member	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Level 4, 445 Hay Street, Perth WA 6000
Professional Engineers– Western Australia Subdivision	02/01/2025	Committee Member	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Level 4, 445 Hay Street, Perth WA 6000



18 November 2024

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: MSilletto@professionalsaustralia.org.au

Dear Matthew Silletto

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Association of Professional Engineers, Scientists and Managers, Australia (AR2024/8).

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

What you need to do right now

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

These next steps are explained below in more detail.

Financial training must be done within 6 months

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

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

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

- keeping a list of all offices that have financial management duties
- having a single person or officer responsible for overseeing the process

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



Officer financial training audit

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

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

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

Help for new officers: Officer Induction Kit

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

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

Disclosure obligations: what officers must do

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

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

Time frames for notifications of change

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

Resources to help you make your notifications of change

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

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

These resources include:

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

eLearning module – notifications of change



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

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

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

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

Yours sincerely

Fair Work Commission

Appendix A

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

Our records have been updated.

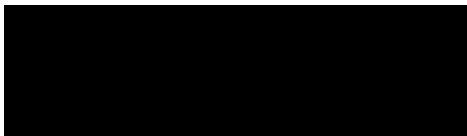
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
08/11/2024	National	Vice President (2)	Yes

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

I, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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.



MATTHEW SILLETO
NATIONAL SECRETARY
8 November 2024

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

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
National Board	31/10/2024	Vice President	Jane Waldock	Bruce Large	148-152 Miller Street West Melbourne 3003	Engineer
National Board	31/10/2024	Vice President	Robert Miller	Shaun Williams	148-152 Miller Street West Melbourne 3003	Engineer



14 October 2024

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: legal@professionalsaustralia.org.au

cc: Professional Engineers Division info@professionalsaustralia.org.au

Dear Matthew Silletto

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Association of Professional Engineers, Scientists and Managers, Australia (AR2024/8).

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

What you need to do right now

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

These next steps are explained below in more detail.

Financial training must be done within 6 months

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

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

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

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

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



Officer financial training audit

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

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

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

Help for new officers: Officer Induction Kit

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

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

Disclosure obligations: what officers must do

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

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

Time frames for notifications of change

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

Resources to help you make your notifications of change

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

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

These resources include:

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



eLearning module – notifications of change

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

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

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

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

Yours sincerely

Fair Work Commission

Appendix A

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

Our records have been updated.

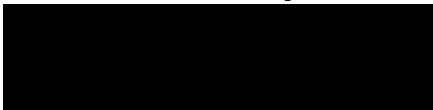
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
3 October 2024	Professional Engineers Division	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, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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.



MATTHEW SILLETO
NATIONAL SECRETARY
3 October 2024

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

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Professional Engineers Division	24/09/2024	Treasurer	Scott Gibbins	Bruce Large	148-152 Miller Street West Melbourne 3003	Engineer



23 September 2024

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: legal@professionalsaustralia.org.au

cc: Engineers Division, QLD Subdivision legal@professionalsaustralia.org.au
Engineers Division, SA Subdivision legal@professionalsaustralia.org.au
Engineers Division, TAS Subdivision legal@professionalsaustralia.org.au
Engineers Division, VIC Subdivision legal@professionalsaustralia.org.au
Engineers Division, WA Subdivision legal@professionalsaustralia.org.au
National Assembly legal@professionalsaustralia.org.au

Dear Matthew Silletto

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Association of Professional Engineers, Scientists and Managers, Australia (AR2024/8).

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

What you need to do right now

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

These next steps are explained below in more detail.



Late notification warning

Appendix A contains late notifications. Please inform the relevant officer that this has been recorded against AR2024/8.

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

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

Financial training must be done within 6 months

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

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

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

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



Officer financial training audit

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

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

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

Help for new officers: Officer Induction Kit

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

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

Disclosure obligations: what officers must do

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

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

Time frames for notifications of change

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

Appendix A shows late notifications

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

Late notifications have the potential to attract a civil penalty.

Resources to help you make your notifications of change

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

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

These resources include:

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

eLearning module – notifications of change



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

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

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

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

Yours sincerely

Fair Work Commission

Appendix A

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

Our records have been updated.

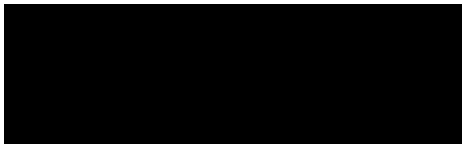
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
7 September 2024	Engineers Division QLD Subdivision	Vice President	Yes
	Engineers Division SA Subdivision	Vice President	Yes
	Engineers Division TAS Subdivision	Secretary	Yes
	Engineers Division VIC Subdivision	Secretary	Yes
	Engineers Division WA Subdivision	Vice President	Yes
	National Assembly	Representative – Diversity Representative – MPD Representative – Architects Representative – Eng Vic Representative – Eng WA	Yes Yes Yes No, 27 days No, 27 days
18 September 2024	Engineers Division WA Subdivision	Treasurer	No, 3 days

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

I, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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.



MATTHEW SILLETO
NATIONAL SECRETARY
18 September 2024

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

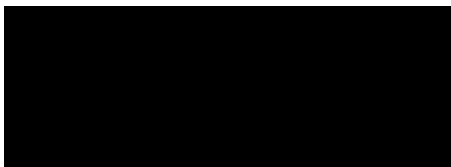
ANNEXURE A
Changes to Offices and Office Holders in the Organisation and its Branches

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Engineers Division WA Subdivision	12/8/2024	Treasurer	Brian Norris	Vacant	Suite 1A, 12-14 Thelma Street, West Perth WA 6005	Vacant

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

I, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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.



MATTHEW SILLETO
NATIONAL SECRETARY
6 September 2024

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

ANNEXURE A

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Engineers Division Qld Subdivision	9/8/2024	Vice President	Vacant	Maria Fuchs	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Engineers Division SA Subdivision	12/8/2024	Vice President	Vacant	Shaun Williams	Suite 1, 69 - 79 Gilbert Street, ADELAIDE SA 5000	Engineer
Engineers Division Tas Subdivision	12/8/2024	Secretary	Vacant	James Benham	265 Macquarie Street, HOBART TAS 7000	Engineer
Engineers Division Vic Subdivision	12/8/2024	Secretary	Vacant	Scott Gibbins	152 Miller Street, West Melbourne VIC 3003	Engineer
Engineers Division WA Subdivision	12/8/2024	Vice President	Vacant	Brian Norris	Suite 1A, 12-14 Thelma Street, West Perth WA 6005	Engineer
National Assembly	9/8/2024	Representative – Diversity	Patricia Chow	Adrianna Rassias	152 Miller Street, West Melbourne VIC 3003	Engineer
National Assembly	12/8/2024	Representative – MPD	Vacant	Miriam Hochwald	152 Miller Street, West Melbourne VIC 3003	Professional
National Assembly	12/8/2024	Representative – Architects	Vacant	Thomas Marshall	152 Miller Street, West Melbourne VIC 3003	Engineer
National Assembly	08/07/24	Representative - Eng Vic	Vacant	Eng Lim	152 Miller Street, West Melbourne VIC 3003	Engineer
National Assembly	08/07/24	Representative - Eng WA	Vacant	Brian Norris	Suite 1, 12-14 Thelma Street, West Perth WA 6005	Engineer



17 July 2024

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: legal@professionalsaustralia.org.au

cc: MSilletto@professionalsaustralia.org.au;
Professional Engineers Division, info@professionalsaustralia.org.au;

Dear Matthew Silletto

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Association of Professional Engineers, Scientists and Managers, Australia (AR2024/8).

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

What you need to do right now

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

These next steps are explained below in more detail.

Financial training must be done within 6 months

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

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

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

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



Officer financial training audit

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

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

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

Help for new officers: Officer Induction Kit

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

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

Disclosure obligations: what officers must do

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

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

Time frames for notifications of change

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

Resources to help you make your notifications of change

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

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

These resources include:

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



eLearning module – notifications of change

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

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

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

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

Yours sincerely

Fair Work Commission

Appendix A

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

Our records have been updated.

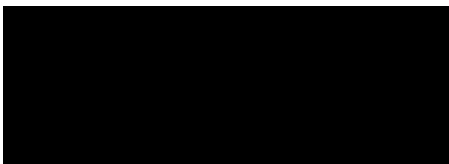
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
10 July 2024	Managers & Professionals Division	Vice President	Yes
10 July 2024	Pharmacists Division	Secretary vacancy	Yes
10 July 2024	Scientists Division	President vacancy, Vice President vacancy	Yes
10 July 2024	Engineers Division ACT Subdivision	Vice President	Yes
10 July 2024	Engineers Division NSW Subdivision	Vice President	Yes
10 July 2024	Engineers Division SA & NT Subdivision	Vice President vacancy	Yes
10 July 2024	Engineers Division VIC Subdivision	Vice President, Treasurer	Yes
10 July 2024	Engineers Division WA Subdivision	Vice President vacancy	Yes
10 July 2024	National Assembly	Representatives (8), Representatives vacancies (3), Representative position removed (1)	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, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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 in Annexure A and Annexure B and forms part of this declaration.
3. For the purposes of s230 (notification within 35 days), I declare the following:
 - a. The officers set out in Annexure A were declared elected on 27 May 2024.
 - b. Divisional Rule 14.1.11 provides that when positions are elected after 1 February, they will assume office no later than two weeks after the date of the Returning Officer's declaration. The effective date of their commencement is 5 June 2024.
 - c. Accordingly, the notification is made within the 35-day period.



MATTHEW SILLETO
NATIONAL SECRETARY
10 July 2024

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

ANNEXURE A

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Engineers Division QLD Subdivision	5/06/24	Committee Member	Vacant	Maria Fuchs	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Engineers Division QLD Subdivision	5/06/24	Committee Member	Vacant	Daniel Vidler	4/16 Peel Street, South Brisbane QLD 4101	Engineer

ANNEXURE B

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Managers & Professionals Division	08/07/24	Vice President	Melody Kelly	Adrian Boothman	152 Miller Street, West Melbourne VIC 3003	Consultant
Pharmacists Division	08/07/24	Secretary	Jenny Madden	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Scientists Division	08/07/24	President	Katie Havelberg	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Scientists Division	08/07/24	Vice President	Jonathan Early	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Engineers Division ACT Subdivision	08/07/24	Vice President	Vacant	Albert Dessi	7 Napier Close, DEAKIN ACT 2600	Engineer
Engineers Division NSW Subdivision	08/07/24	Vice President	Peter Goudie	Alice Chaffey	1/491 Kent Street, Sydney NSW 2000	Engineer
Engineers Division SA & NT Subdivision	08/07/24	Vice President	Danielle Hodge	Vacant	Suite 1, 69 - 79 Gilbert Street, ADELAIDE SA 5000	Vacant
Engineers Division VIC Subdivision	08/07/24	Vice President	Vacant	Jane Waldock	152 Miller Street, West Melbourne VIC 3003	Engineer
Engineers Division VIC Subdivision	08/07/24	Treasurer	Vacant	Andrew Russack	152 Miller Street, West Melbourne VIC 3003	Engineer
Engineers Division WA Subdivision	08/07/24	Vice President	Errol Hassett	Vacant	Suite 1A, 12-14 Thelma Street, West Perth WA 6005	Vacant
National Assembly	08/07/24	Representative - Architects	Thomas Marshall	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
National Assembly	08/07/24	Representative - CSD	Matthew Dalrymple	Darren Armstrong	1/491 Kent Street Sydney NSW 2000	Collieries Staff
National Assembly	08/07/24	Representative - CSD	Ian Hunt	Troy Potter	1/491 Kent Street Sydney NSW 2000	Collieries Staff

National Assembly	08/07/24	Representative – LGEA	Greg Kable	Anuj Sharma	1/491 Kent Street Sydney NSW 2000	Engineer
National Assembly	08/07/24	Representative – MPD	Vacant	Ian Bierman	152 Miller Street, West Melbourne VIC 3003	Project Manager
National Assembly	08/07/24	Representative – MPD	Maize Wallin	Adrian Boothman	152 Miller Street, West Melbourne VIC 3003	HR Professional
National Assembly	08/07/24	Representative – Sci	Kathleen Patrick	Rohan Dowd	152 Miller Street, West Melbourne VIC 3003	Scientist
National Assembly	08/07/24	Representative - Eng NSW	Katherine Redolfi	Rosemary Crowhurst	1/491 Kent Street Sydney NSW 2000	Engineer
National Assembly	08/07/24	Representative – Eng SA	Danielle Hodge	Shaun Williams	Suite 1, 69 - 79 Gilbert Street Adelaide SA 5000	Engineer
National Assembly	08/07/24	Representative - Eng Vic	Eng Lim	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
National Assembly	08/07/24	Representative - Eng WA	Brian Norris	Vacant	Suite 1, 12-14 Thelma Street, West Perth WA 6005	Vacant
National Assembly	08/07/24	Representative – Eng Any Div	Shaun Williams	Position removed	Position removed	Position removed



6 May 2024

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: MSilletto@professionalsaustralia.org.au

cc: Engineers Division ACT Subdivision, Engineers Division SA & NT Subdivision, Engineers Division WA Subdivision, Collieries Staff Division, Local Government Engineers Association, Scientists Division, Pharmacists Division - legal@professionalsaustralia.org.au

Dear Matthew Silletto

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Association of Professional Engineers, Scientists and Managers, Australia (AR2024/8).

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

What you need to do right now

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

These next steps are explained below in more detail.

Financial training must be done within 6 months

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

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

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

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



Officer financial training audit

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

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

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

Help for new officers: Officer Induction Kit

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

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

Disclosure obligations: what officers must do

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

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

Time frames for notifications of change

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

Resources to help you make your notifications of change

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

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

These resources include:

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



eLearning module – notifications of change

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

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

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

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

Yours sincerely

Fair Work Commission

Appendix A

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

Our records have been updated.

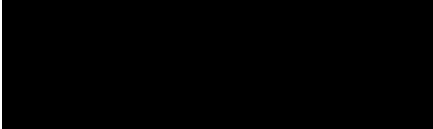
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
03/05/2024	Engineers Division ACT Subdivision, Engineers Division SA & NT Subdivision, Engineers Division WA Subdivision, Collieries Staff Division, Local Government Engineers Association, Scientists Division, Pharmacists Division	Committee Member (11), Secretary	Yes

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

I, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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.



MATTHEW SILLETO
NATIONAL SECRETARY
3 May 2024

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

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Engineers Division ACT Subdivision	19/04/2024	Committee Member	Vacant	Brett Downing	7 Napier Close, DEAKIN ACT 2600	Engineer
Engineers Division SA & NT Subdivision	19/04/2024	Committee Member	Vacant	Loan Vu	Suite 1, 69 - 79 Gilbert Street, ADELAIDE SA 5000	Engineer
Engineers Division WA Subdivision	19/04/2024	Committee Member	Vacant	Philip Wharrie	Suite 1A, 12-14 Thelma Street, West Perth WA 6005	Engineer
Collieries Staff Division	19/04/2024	Committee Member NSW	Vacant	Alan Swinbourne	1/491 Kent Street, Sydney NSW 2000	Collieries Staff
Collieries Staff Division	19/04/2024	Committee Member QLD	Vacant	Andrew Burrows	1/491 Kent Street, Sydney NSW 2000	Collieries Staff
Collieries Staff Division	19/04/2024	Committee Member QLD	Vacant	Brad Maguire	1/491 Kent Street, Sydney NSW 2000	Collieries Staff
Local Government Engineers Association	19/04/2024	Secretary	Vacant	David Banwell	1/491 Kent Street, Sydney NSW 2000	Engineer
Local Government Engineers Association	19/04/2024	Committee Member	Vacant	Cameron Eccles	1/491 Kent Street, Sydney NSW 2000	Engineer
Scientists Division	19/04/2024	Committee Member VIC	Vacant	Rohan Dowd	152 Miller Street, West Melbourne VIC 3003	Scientist
Pharmacists Division	19/04/2024	Committee NSW	Vacant	Jennifer Madden	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Pharmacists Division	19/04/2024	Committee SA & NT	Vacant	Laura Sarnari	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Pharmacists Division	19/04/2024	Committee ALL	Vacant	Heidi Merrin	152 Miller Street, West Melbourne VIC 3003	Pharmacist



9 April 2024

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: MSilletto@professionalsaustralia.org.au

Dear Mr Silletto

The Association of Professional Engineers, Scientists and Managers, Australia'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	AR2024/8
Lodgement date	20 March 2024
Review	Primary Review
Result	FILED

Your primary review

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



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

The Commission's risk-based approach

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

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

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

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

Do you have any questions?

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

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

Yours sincerely

Fair Work Commission

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

I, MATTHEW SILLETO, being the NATIONAL SECRETARY of THE ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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 152 Miller Street, West Melbourne, Victoria 3003.¹
 - The name and address of each branch of the organisation is:²
 1. The Association of Professional Engineers, Scientists and Managers, Australia **Federal Office**, 152 Miller Street, WEST MELBOURNE VIC 3003
 2. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers Division**, 152 Miller Street, WEST MELBOURNE VIC 3003
 3. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – Australian Capital Territory Subdivision**, 7 Napier Close, DEAKIN ACT 2600
 4. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – New South Wales Subdivision**, 1/491 Kent Street, SYDNEY NSW 2000
 5. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – Queensland Subdivision**, 4/16 Peel Street, SOUTH BRISBANE QLD 4101

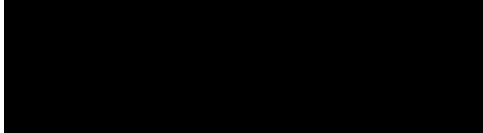
¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

6. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – South Australia and Northern Territory Subdivision**, Suite 1, 69 - 79 Gilbert Street, ADELAIDE SA 5000
 7. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – Tasmania Subdivision**, 265 Macquarie Street, HOBART TAS 7000
 8. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – Victoria Subdivision**, 152 Miller Street, WEST MELBOURNE VIC 3003
 9. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – Western Australia Subdivision**, Suite 1A/12-14 Thelma Street, WEST PERTH WA 6005
 10. The Association of Professional Engineers, Scientists and Managers, Australia **Architects Division**, 152 Miller Street, WEST MELBOURNE VIC 3003
 11. The Association of Professional Engineers, Scientists and Managers, Australia **Local Government Engineers Association (NSW) Division**, 1/491 Kent Street, SYDNEY NSW 2000
 12. The Association of Professional Engineers, Scientists and Managers, Australia **Collieries Staff Division**, 1/491 Kent Street, SYDNEY NSW 2000
 13. The Association of Professional Engineers, Scientists and Managers, Australia **Managers and Professionals Division**, 152 Miller Street, WEST MELBOURNE VIC 3003
 14. The Association of Professional Engineers, Scientists and Managers, Australia **Pharmacists Division**, 152 Miller Street, WEST MELBOURNE VIC 3003
 15. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Scientists Division** 152 Miller Street, WEST MELBOURNE VIC 3003
- On 31 December in the previous year the number of members was 18,535 full members³

³ s.230(1)(d); reg.147(f)

- **Attachment 1** contains a list of offices and the names, postal addresses and occupations of persons holding those offices as of the date of this declaration and forms part of this declaration.
- **Attachment 2** contains a list of the elections to be held between 1 January and 31 December of this year and forms part of this declaration.



Matthew Silletto
National Secretary
20 March 2024

ATTACHMENT 1

Offices and Office Holders in the Organisation and its Branches:

Association of Professional Engineers, Scientists and Managers, Australia

National Board (7)

Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
President	Katie Havelberg	152 Miller Street, West Melbourne VIC 3003	Medical Scientist
Senior Vice President	Andrew Wilkins	152 Miller Street, West Melbourne VIC 3003	Engineer
Secretary	Matthew Silletto	152 Miller Street, West Melbourne VIC 3003	Engineer
Treasurer	Stuart Small	152 Miller Street, West Melbourne VIC 3003	Engineer
Vice President	Robert Miller	152 Miller Street, West Melbourne VIC 3003	Director
Vice President	Bianca Piljic	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Vice President	Jane Waldock	152 Miller Street, West Melbourne VIC 3003	Engineer

Association of Professional Engineers, Scientists and Managers, Australia

National Assembly (39)

Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Representative - Architects	Thomas Marshall	152 Miller Street, West Melbourne Vic 3003	Architect
Representative - CSD	Ian Hunt	1/491 Kent Street, Sydney NSW 2000	Collieries staff
Representative - CSD	Peter Land	1/491 Kent Street, Sydney NSW 2000	Collieries staff
Representative - CSD	Scott Blackwood	1/491 Kent Street, Sydney NSW 2000	Collieries staff
Representative - CSD	Matthew Dalrymple	1/491 Kent Street, Sydney NSW 2000	Collieries staff
Representative - CSD	Neil Timbrell	1/491 Kent Street, Sydney NSW 2000	Collieries staff
Representative - Eng ACT	Matthew Silletto	7 Napier Close, Deakin ACT 2600	Engineer
Representative - Eng Any Division	Shaun Williams	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Representative - Eng NSW	Peter Goudie	1/491 Kent Street, Sydney NSW 2000	Engineer
Representative - Eng NSW	Lindsay Nash	1/491 Kent Street, Sydney NSW 2000	Engineer
Representative - Eng NSW	Neville Cooper	1/491 Kent Street, Sydney NSW 2000	Engineer
Representative - Eng NSW	Katherine Redolfi	1/491 Kent Street, Sydney NSW 2000	Engineer
Representative - Eng Qld	Bruce Large	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Representative - Eng Qld	Gregory McMahon	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Representative - Eng Qld	Patrick Woodcock	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Representative - Eng SA & NT	Andrew Wilkins	Suite 1, 69 - 79 Gilbert Street Adelaide SA 5000	Engineer
Representative - Eng SA & NT	Danielle Hodge	Suite 1, 69 - 79 Gilbert Street Adelaide SA 5000	Engineer
Representative - Eng Tas	Donald Vaughan	265 Macquarie Street, Hobart TAS 7000	Engineer

Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Representative - Eng Vic	Andrew Russack	152 Miller Street, West Melbourne VIC 3003	Engineer
Representative - Eng Vic	Jane Waldock	152 Miller Street, West Melbourne VIC 3003	Engineer
Representative - Eng Vic	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Representative - Eng Vic	Eng Lim Hwa	152 Miller Street, West Melbourne VIC 3003	Engineer
Representative - Eng WA	Pasan Tennakoon	Suite 1, 12-14 Thelma Street, West Perth WA 6005	Engineer
Representative - Eng WA	Brian Norris	Suite 1, 12-14 Thelma Street, West Perth WA 6005	Engineer
Representative - LGEA	Greg Kable	1/491 Kent Street, Sydney NSW 2000	Manager
Representative - LGEA	Stuart Small	1/491 Kent Street, Sydney NSW 2000	Engineer
Representative - MPD	Tim Colwill	152 Miller Street, West Melbourne VIC 3003	Senior Digital Campaigner
Representative - MPD	Robert Miller	152 Miller Street, West Melbourne VIC 3003	Director
Representative - MPD	Maize Wallin	152 Miller Street, West Melbourne VIC 3003	IT Specialist
Representative - MPD	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Representative - MPD (ABC Division)	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Representative - PPA	Bianca Piljic	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Representative – PPA	Leon Yap	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Representative – PPA	Cardin Le	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Representative - SCI	Katie Havelberg	152 Miller Street, West Melbourne VIC 3003	Medical Scientist
Representative - SCI	Andrew Yule	152 Miller Street, West Melbourne VIC 3003	Scientist
Representative - SCI	Ryan Hopprich	152 Miller Street, West Melbourne VIC 3003	Scientist
Representative - SCI	Kathleen Patrick	152 Miller Street, West Melbourne VIC 3003	Scientist

Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Representative – Diversity	Patricia Chow	152 Miller Street, West Melbourne VIC 3003	Architect

Association of Professional Engineers, Scientists and Managers, Australia

Architects Division (10)

Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Executive			
President	Thomas Marshall	152 Miller Street, West Melbourne VIC 3003	Architect
Vice President	Casey Landwehr	152 Miller Street, West Melbourne VIC 3003	Architect
Secretary	Jonathon Harriman	152 Miller Street, West Melbourne VIC 3003	Architect
Treasurer	Patricia Chow	152 Miller Street, West Melbourne VIC 3003	Architect
Committee			
Committee Member (Student)	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member	Bonnie Gordon	152 Miller Street, West Melbourne VIC 3003	Architect
Committee Member	Bella Singal	152 Miller Street, West Melbourne VIC 3003	Architect
Committee Member	Mitchell Stewart	152 Miller Street, West Melbourne VIC 3003	Architect
Committee Member	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Collieries' Staff Division (11)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Scott Blackwood	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Vice President	Dean Stockham	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Secretary/Treasurer	Neil Timbrell	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee			
Committee Member NSW	Peter Land	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member NSW	Dale Mitchell	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member NSW	Troy Potter	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member NSW	Neil Timbrell	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member NSW	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee Member Qld	Darren Armstrong	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member Qld	Scott Blackwood	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member Qld	Dean Stockham	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member Qld	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee Member Qld	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee Member WA	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant

** Reimbursed for lost wages to attend committee meetings.*

Association of Professional Engineers, Scientists and Managers, Australia

Local Government Engineers Association (NSW) Division (11)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Stuart Small	1/491 Kent Street, Sydney NSW 2000	Engineer
Vice President	Bede Spannagle	1/491 Kent Street, Sydney NSW 2000	Engineer
Secretary	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Treasurer	Nik Zervos	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee			
Committee Member	Greg Kable	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Anuj Sharma	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Kenneth Willimott	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Gary Woodman	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee Member	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee Member	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Managers and Professionals Division (8)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Robert Miller	152 Miller Street, West Melbourne VIC 3003	Director
Vice President	Melody Kelly	152 Miller Street, West Melbourne VIC 3003	Consultant
Secretary/Treasurer	Tim Colwill	152 Miller Street, West Melbourne VIC 3003	Senior Digital Campaigner
Committee			
Committee Member – ABC Rep	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member	Tim Colwill	152 Miller Street, West Melbourne VIC 3003	Senior Digital Campaigner
Committee Member	Ian Bierman	152 Miller Street, West Melbourne VIC 3003	Project Manager
Committee Member	Adrian Boothman	152 Miller Street, West Melbourne VIC 3003	HR Professional
Committee Member	Robert Miller	152 Miller Street, West Melbourne VIC 3003	Director
Committee Member	Conor Aitken	152 Miller Street, West Melbourne VIC 3003	Consultant
Committee Member	Andrew Bosch	152 Miller Street, West Melbourne VIC 3003	Interpreter
Committee Member	Miriam Hochwald	152 Miller Street, West Melbourne VIC 3003	Principal Consultant

Association of Professional Engineers, Scientists and Managers, Australia

Pharmacists Division (16)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Leon Yap	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Vice President	Bianca Piljic	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Secretary	Jennifer Madden	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Treasurer	Riccardo Seeber	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee			
Committee Member – ACT, TAS & WA	Riccardo Seeber	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee Member – NSW	Cardin Le	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee Member – NSW	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – Qld	Bianca Piljic	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee Member – Qld	Leon Yap	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee Member – SA & NT	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – SA & NT	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – Vic	Rohit Lal	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee Member – Vic	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Pharmacists Division Continued

Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers Division (10)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Lindsay Nash	152 Miller Street, West Melbourne VIC 3003	Engineer
Vice President	Andrew Wilkins	152 Miller Street, West Melbourne VIC 3003	Engineer
Secretary	Matthew Silletto	152 Miller Street, West Melbourne VIC 3003	Engineer
Treasurer	Scott Gibbins	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee			
Committee Member (ACT)	Matthew Silletto	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (NSW)	Lindsay Nash	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (NSW)	Neville Cooper	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (QLD)	Bruce Large	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (QLD)	Greg McMahon	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (SA/NT)	Andrew Wilkins	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (SA/NT)	Danielle Hodge	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (TAS)	Donald Vaughan	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (VIC)	Jane Waldock	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (VIC)	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member (WA)	Pasan Tennakoon	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (WA)	Brian Norris	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (ANY DIV)	Shaun Williams	152 Miller Street, West Melbourne VIC 3003	Engineer

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers - Australian Capital Territory Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Matthew Silletto	7 Napier Close, Deakin ACT 2600	Engineer
Vice President	Vacant	7 Napier Close, Deakin ACT 2600	Vacant
Secretary	Glenn Elliman	7 Napier Close, Deakin ACT 2600	Engineer
Treasurer	Vacant	7 Napier Close, Deakin ACT 2600	Vacant
Committee			
Committee Member	Tatiana Caines	7 Napier Close, Deakin ACT 2600	Engineer
Committee Member	Albert Dessi	7 Napier Close, Deakin ACT 2600	Engineer
Committee Member	Glenn Elliman	7 Napier Close, Deakin ACT 2600	Engineer
Committee Member	Thasan Muthurajah	7 Napier Close, Deakin ACT 2600	Engineer
Committee Member	Vacant	7 Napier Close, Deakin ACT 2600	Vacant
Committee Member	Vacant	7 Napier Close, Deakin ACT 2600	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers – New South Wales Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Lindsay Nash	1/491 Kent Street, Sydney NSW 2000	Engineer
Vice President	Peter Goudie	1/491 Kent Street, Sydney NSW 2000	Engineer
Secretary	Neville Cooper	1/491 Kent Street, Sydney NSW 2000	Engineer
Treasurer	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee			
Committee Member	Alice Chaffey	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Neville Cooper	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Peter Goudie	1/491 Kent Street, Sydney NSW 2000	Unemployed
Committee Member	Rosemary Crowhurst	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	David Lindsay	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers - Queensland Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Bruce Large	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Vice President	Vacant	4/16 Peel Street, South Brisbane QLD 4101	Vacant
Secretary	Patrick Woodcock	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Treasurer	Vacant	4/16 Peel Street, South Brisbane QLD 4101	Vacant
Committee			
Committee Member	Greg McMahon	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Committee Member	Adrianna Rassias	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Committee Member	Patrick Woodcock	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Committee Member	Vuk Soskic	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Committee Member	Vacant	4/16 Peel Street, South Brisbane QLD 4101	Vacant
Committee Member	Vacant	4/16 Peel Street, South Brisbane QLD 4101	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers– South Australia and Northern Territory Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Andrew Wilkins	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Vice President	Danielle Hodge	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Secretary	Olaf Reinhold	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Treasurer	Laurence Antal	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee			
Committee Member	Laurance Antal	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee Member	Spiros Dimas	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee Member	Danielle Hodge	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee Member	Olaf Reinhold	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee Member	Shaun Williams	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee Member	Vacant	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers – Tasmania Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Donald Vaughan	265 Macquarie Street, Hobart TAS 7000	Engineer
Vice President	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Secretary	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Treasurer	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Committee			
Committee Member	James Benham	265 Macquarie Street, Hobart TAS 7000	Engineer
Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers - Victoria Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Vice President	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Secretary	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Treasurer	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee			
Committee Member	Liam Collins	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member	Eng Hwa Lim	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member	Scott Gibbins	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member	Andrew Russack	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member	Jane Waldock	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member	Anthony Hill	152 Miller Street, West Melbourne VIC 3003	Unemployed

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers– Western Australia Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Pasan Tennakoon	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Vice President	Errol Hassett	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Secretary	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Vacant
Treasurer	Brian Norris	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Committee			
Committee Member	Robert Thornton	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Committee Member	Philip Wharrie	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Committee Member	Brian Norris	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Committee Member	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Vacant
Committee Member	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Vacant
Committee Member	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Scientists Division (12)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Katie Havelberg	152 Miller Street, West Melbourne VIC 3003	Medical Scientist
Vice President	Jonathan Early	152 Miller Street, West Melbourne VIC 3003	Medical Physicist
Secretary	Andrew Yule	152 Miller Street, West Melbourne VIC 3003	Science Officer
Committee			
Committee Member – ACT	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – NSW	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – NT	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – Qld	Katie Havelberg	152 Miller Street, West Melbourne VIC 3003	Medical Scientist
Committee Member – SA	Ryan Hopprich	152 Miller Street, West Melbourne VIC 3003	Snr Medical Scientist
Committee Member – Tas	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – Vic	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – WA	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Kathleen Patrick	152 Miller Street, West Melbourne VIC 3003	Unemployed
Committee Member – All Div	Andrew Yule	152 Miller Street, West Melbourne VIC 3003	Science Officer
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant

ATTACHMENT 2

Elections to be held through the period 1 January – 31 December 2024

Note: The offices to be elected in Attachment 2 have already been the subject of an election decision –E2023/167 dated 3 October 2023), and the AEC is in the process of conducting these elections.

Branch	Name of Office	Number required	Voting System <i>Direct voting system; Collegiate electoral system</i>	Reason for Election <i>Scheduled; Casual vacancy; New office created; Insufficient nominations</i>	Electorate
Architects Division	Division Committee	3 including (1) reserved for a student member <i>Rule 5 of Appendix “F” – Supplementary Rules – Architects Division</i>	Direct Voting System	Scheduled	<i>Federal Rule 6.1.4 All eligible members as defined in Federal Rule 3.5</i>
Collieries Staff Division	Division Committee	1	Direct Voting System	Scheduled	<i>Members of the Division in NSW Rule 5 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>
Collieries Staff Division	Division Committee	2	Direct Voting System	Scheduled	<i>Members of the Division in Qld Rule 5 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>
Collieries Staff Division	Division Committee	1	Direct Voting System	Scheduled	<i>Members of the Division in WA Rule 5 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>

Local Government Engineers Association	Secretary	1	Direct Voting System	Scheduled	<i>Federal Rule 6.1.3</i>
Local Government Engineers Association	Division Committee	2	Direct Voting System	Scheduled	<i>Federal Rule 6.1.3</i>
Managers & Professionals Division	Division Committee - ABC Committee Member	1	Direct Voting System	Scheduled	<i>By and from Australian Broadcasting Corporation Senior Executive Members Federal Rule 6.1.7 Rule 6.2 of Appendix "I" – Supplementary Rules – Managers and Professionals Division</i>
Pharmacists Division	Division Committee – NSW Rep	1	Direct Voting System	Scheduled	<i>By and from members resident in New South Wales Rule 5 of Appendix "G" Supplementary Rules of the Pharmacists Division</i>
Pharmacists Division	Division Committee - SA & NT Rep	2	Direct Voting System	Scheduled	<i>By and from members resident in South Australia Rule 5 of Appendix "G" Supplementary Rules of the Pharmacists Division</i>
Pharmacists Division	Division Committee - Vic Rep	1	Direct Voting System	Scheduled	<i>By and from members resident in Victoria. Rule 5 of Appendix "G" Supplementary Rules of the Pharmacists Division</i>
Pharmacists Division	Division Committee - Any	5	Direct Voting System	Scheduled	<i>By and from members of the Division Federal Rule 6.1.5</i>
Professional Engineers Division ACT Subdivision	Subdivision Committee	2	Direct Voting System	Scheduled	<i>Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division NSW Subdivision	Subdivision Committee	1	Direct Voting System	Scheduled	<i>Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division QLD Subdivision	Subdivision Committee	2	Direct Voting System	Scheduled	<i>Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division</i>

Professional Engineers Division SA & NT Subdivision	Subdivision Committee	1	Direct Voting System	Scheduled	Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division
Professional Engineers Division TAS Subdivision	Subdivision Committee	5	Direct Voting System	Scheduled	Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division
Professional Engineers Division VIC Subdivision	President/National Assembly Member	1	Direct Voting System	Scheduled	Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division Federal Rule 16.2.8.1
Professional Engineers Division WA Subdivision	Subdivision Committee	3	Direct Voting System	Scheduled	Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division
Professional Scientists Division	Division Committee – ACT Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in ACT Rules 5.1 & 5.4 of Appendix "J" supplementary Rules Scientists Division (See Note 2)</i>
Professional Scientists Division	Division Committee – NSW Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in NSW Rules 5.1 & 5.4 of Appendix "J" supplementary Rules Scientists Division (See Note 2)</i>
Professional Scientists Division	Division Committee - Northern Territory Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in NT Rules 5.1 & 5.4 of Appendix "J" supplementary Rules Scientists Division (See Note 2)</i>
Professional Scientists Division	Division Committee – Tasmania Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in TAS Rules 5.1 & 5.4 of Appendix "J" supplementary Rules Scientists Division (See Note 2)</i>
Professional Scientists Division	Division Committee – Victoria Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in VIC Rules 5.1 & 5.4 of Appendix "J" supplementary Rules Scientists Division (See Note 2)</i>

Professional Scientists Division	Division Committee – Western Australia Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in WA Rules 5.1 & 5.4 of Appendix “J” supplementary Rules Scientists Division (See Note 2)</i>
Professional Scientists Division	Division Committee – Rep - Any Division	2	Direct Voting System	Scheduled	<i>From and by financial members of the Scientists Division Rules 5.1 & 5.4 of Appendix “J” supplementary Rules Scientists Division (See Note 2)</i>
Professional Engineers Division ACT Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the ACT Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division ACT Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the ACT Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division ACT Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the ACT Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division NSW Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the NSW Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division NSW Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the NSW Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division NSW Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the NSW Engineer Subdivision committee</i>

					<i>Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division Queensland Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the Queensland Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division Queensland Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the Queensland Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division Queensland Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the Queensland Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division SA & NT Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the South Australia & Northern Territory Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division SA & NT Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the South Australia & Northern Territory Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division SA & NT Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the South Australia & Northern Territory Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division TAS Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the Tasmania Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>

Professional Engineers Division TAS Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the Tasmania Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division TAS Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the Tasmania Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division VIC Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the Victoria Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division VIC Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the Victoria Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division VIC Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the Victoria Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division WA Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the Western Australia Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division WA Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the Western Australia Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division WA Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the Western Australia Engineer Subdivision committee</i>

					<i>Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Collieries Staff Division	President	1	Collegiate Electoral system	Scheduled	<i>Rule 6 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>
Collieries Staff Division	Division Treasurer/Secretary	1	Collegiate Electoral system	Scheduled	<i>Rule 6 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>
Collieries Staff Division	Vice President	1	Collegiate electoral system	Scheduled	<i>Rule 6 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>
Managers & Professionals Division	President	1	Collegiate electoral system	Scheduled	<i>Elected by and from members of the Division Committee Rule 7 of Appendix “I” – Supplementary Rules – Managers and Professionals Division & Division Rule 14.2</i>
Managers & Professionals Division	Vice President	1	Collegiate electoral system	Scheduled	<i>Elected by and from members of the Division Committee Rule 7 of Appendix “I” – Supplementary Rules – Managers and Professionals Division & Division Rule 14.2</i>
Managers & Professionals Division	Secretary/Treasurer	1	Collegiate electoral system	Scheduled	<i>Elected by and from members of the Division Committee Rule 7 of Appendix “I” – Supplementary Rules – Managers and Professionals Division & Division Rule 14.2</i>
Pharmacists Division	President	1	Collegiate electoral system	Scheduled	<i>From and by the members of the Division Committee Rule 7, Appendix “G” – Supplementary Rules – Pharmacists Division</i>
Pharmacists Division	Vice President	1	Collegiate electoral system	Scheduled	<i>From and by the members of the Division Committee Rule 7, Appendix “G” – Supplementary Rules – Pharmacists Division</i>

Pharmacists Division	Secretary	1	Collegiate electoral system	Scheduled	<i>From and by the members of the Division Committee Rule 7, Appendix "G" – Supplementary Rules – Pharmacists Division</i>
Pharmacists Division	Treasurer	1	Collegiate electoral system	Scheduled	<i>From and by the members of the Division Committee Rule 7, Appendix "G" – Supplementary Rules – Pharmacists Division</i>
Professional Scientists Division	President	1	Collegiate electoral system	Scheduled	<i>Rule 5.2 of Appendix "J" – Supplementary Rules – Professional Scientists Division</i>
Professional Scientists Division	Vice President	1	Collegiate electoral system	Scheduled	<i>Rule 5.2 of Appendix "J" – Supplementary Rules – Professional Scientists Division</i>
Professional Scientists Division	Secretary	1	Collegiate electoral system	Scheduled	<i>Rule 5.2 of Appendix "J" – Supplementary Rules – Professional Scientists Division</i>
National Assembly	Professional Engineers Division NSW Subdivision	3	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Federal Rule 16.1.2.4 & 16.1.2.8.2 (See Note 3)</i>
National Assembly	Professional Engineers Division Victoria Subdivision	3	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Federal Rule 16.1.2.4 & 16.1.2.8.2 (See Note 3)</i>
National Assembly	Professional Engineers Division South Australia and Northern Territory Subdivision	1	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Federal Rule 16.1.2.4 & 16.1.2.8.2 (See Note 3)</i>
National Assembly	Professional Engineers Division	2	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Federal Rule 16.1.2.4 & 16.1.2.8.2</i>

	Queensland Subdivision				<i>(See Note 3)</i>
National Assembly	Professional Engineers Division Western Australia Subdivision	1	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Federal Rule 16.1.2.4 & 16.1.2.8.2 (See Note 3)</i>
National Assembly	Architects Division	1	Direct Voting System	Scheduled	<i>All financial members of the Division Federal Rule 6.1.4</i>
National Assembly	Collieries Staff Division	5	Direct Voting System	Scheduled	<i>By and from members of the Division Federal Rule 6.1.6</i>
National Assembly	Diversity	1	Direct Voting System	Scheduled	<i>All financial women members Federal Rule 16.1.2.7</i>
National Assembly	LGEA (NSW)	2	Direct Voting System	Scheduled	<i>All financial members of the Division Federal Rule 6.1.3</i>
National Assembly	Managers & Professionals Division	6 including ABC Division Committee Member	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Division Rule 14.1.4 Rule 6.2 of Appendix "I" – Supplementary Rules – Managers and Professionals Division (See note 5)</i>
National Assembly	Pharmacists Division	3	Direct Voting System	Scheduled	<i>All financial members of the Division Federal Rule 6.1.5</i>
National Assembly	Professional Scientists Division	3	Direct Voting System	Scheduled	<i>By and from members of the Division Federal Rule 6.1.2 (See Note 4)</i>
Professional Engineers Division	President	1	Collegiate	Scheduled	<i>Engineers Division Committee</i>

					<i>Rule 12.8 of Appendix “K” – Supplementary Rules – Professional Engineers Division (Please see Note 8)</i>
Professional Engineers Division	Vice President	1	Collegiate	Scheduled	<i>Engineers Division Committee Rule 12.8 of Appendix “K” – Supplementary Rules – Professional Engineers Division (See Note 8)</i>
Professional Engineers Division	Secretary	1	Collegiate	Scheduled	<i>Engineers Division Committee Rule 12.8 of Appendix “K” – Supplementary Rules – Professional Engineers Division (see note 8)</i>
Professional Engineers Division	Treasurer	1	Collegiate	Scheduled	<i>Engineers Division Committee Rule 12.8 of Appendix “K” – Supplementary Rules – Professional Engineers Division (see note 8)</i>
National Board	National President	1	Collegiate	Scheduled	<i>National Assembly members holding office (Federal Rule 18.3)</i>
National Board	National Senior Vice President	1	Collegiate	Scheduled	<i>National Assembly members holding office (Federal Rule 18.3)</i>
National Board	National Secretary	1	Collegiate	Scheduled	<i>National Assembly members holding office (Federal Rule 18.3)</i>
National Board	National Treasurer	1	Collegiate	Scheduled	<i>National Assembly members holding office (Federal Rule 18.3)</i>
National Board	Vice President	3	Collegiate	Scheduled	<i>National Assembly members holding office (Federal Rule 18.3) (please refer to note 7)</i>

Important dates:

	Direct Voting System	Collegiate Electoral System
Nominations OPEN	To be determined by the returning officer (Division Rule 14)	To be determined by the returning officer (Fed Rule 18.3)
Nominations CLOSE	To be determined by returning officer (Division Rule 14)	To be determined by the returning officer (Fed Rule 18.3)
Roll of Voters cut-off date	To be determined by the returning officer (Division Rule 14A)	To be determined by the returning officer (Fed Rule 18.3)

Notes:

1	Professional Engineers Subdivisions	Sub Division Committees	Each subdivision committee shall have a minimum of one person from each gender. If there is no nomination from a particular gender for the subdivision, then this provision shall not apply. Rule 12.7 of Appendix K
2	Professional Scientists Division	Division Committee (12)	Rule 5.4 of Appendix “J” supplementary Rules Scientists Division A minimum of one representative of each gender must be elected to the Division Committee from the Professional Scientists Division. In the event that there is no person from a particular gender who is elected as a Division Committee Member from and by members resident in any state as set out in Rule 5.1 then if a sole person from the particular gender nominates as (1) one of the (4) four other members elected from and by members of the Professional Scientists Division then that person will be deemed to be elected. If there is no nomination received from a particular gender for the position of Division Committee Member the provisions of the Sub-Rule shall not apply.
3	National Assembly	Professional Engineers Division	In accordance with Federal Rule 16.1.2.5 a minimum of one National Assembly Member from each gender must be elected by each Sub-Division from which more than one representative is elected by and from all Financial members of the sub-division pursuant to Rule 16.2. If there is no nomination received from a particular gender for the position of National Assembly Member in a Sub-Division from which more than one representative is elected pursuant to Rule 16.2, the provisions of the Sub-Rule shall not apply to representatives elected by that Sub-Division.

			In addition, in accordance with Federal Rule 16.1.2.8.2 in order to be eligible for election as a National Assembly Member, a member representing a Sub-Division must also be elected to an office on their relevant Sub-Division Committee.
4	National Assembly	Professional Scientists Division	In accordance with Federal Rule 16.1.2.6 a minimum of one National Assembly Member from each gender must be elected. If there is no nomination received from a particular gender the provisions of Federal Rule 16.1.2.6 shall not apply.
5.	National Assembly	Managers & Professionals Division	<p>The National Assembly Members representing the Managers and Professionals Division shall in accordance with Rule 8 of Appendix “I” – Supplementary Rules – Managers and Professionals Division comprise:</p> <p>(a) The Australian Broadcasting Corporation Senior Executive Division Committee member elected to the Division Committee in accordance with Rule 6.2 of the Appendix “I” – Supplementary Rules – Managers and Professionals Division.</p> <p>(b) Additional National Assembly Members elected in accordance with Federal Rule 16.1.</p> <p>In addition, and in accordance with Division Rule 14.1.4, to be eligible for election as a National Assembly Member representing the Managers and Professionals Division, a member must also be elected as a Division Committee member.</p>
6	National Assembly	Order of filling of positions	Any National Assembly member may only occupy one National Assembly position and where an eligible member nominates for more than one National Assembly position as provided for in Rule 16.1.2.9 in these Rules, the position to which that member shall be elected shall be in the order or priority of Division, then the Diversity National Assembly member, or in the case of the Professional Engineers Division the order of the filling of positions shall be Sub-Division and then the Diversity National Assembly Member.
7	National Board	Vice President	Rule 18.3.1 states that the number of Vice President positions on the National Board shall be three, provided that where a woman has nominated for the National Board but no woman has been elected to the National Board, a fourth Vice President’s position shall be created by the

			Returning Officer. Rule 18.3.1.1-18.3.1.5 determines how the fourth position (if applicable) is filled.
8	Professional Engineers	Division Committee	In accordance with Rule 12.7 of Appendix “K” – Supplementary Rules – Professional Engineers Division the Division Committee shall consist of the President of each Sub-Division Committee (7): a further (5) Committee members being an additional representative from each of the five (5) Sub-Divisions holding the highest numbers of Full Fee Equivalent Financial Members, with the additional representative to be the candidate that received the highest number of votes in the election of all Financial Members of the Sub-Division pursuant to Rule 16.2, (and if elected unopposed the additional representatives shall be appointed by a vote of the relevant Sub-Division Committee); and the one (1) National Assembly Member elected from any Sub-Division by the electorate of all Financial Members of the Professional Engineers Division.



23 September 2024

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: legal@professionalsaustralia.org.au

cc: Engineers Division, QLD Subdivision legal@professionalsaustralia.org.au
Engineers Division, SA Subdivision legal@professionalsaustralia.org.au
Engineers Division, TAS Subdivision legal@professionalsaustralia.org.au
Engineers Division, VIC Subdivision legal@professionalsaustralia.org.au
Engineers Division, WA Subdivision legal@professionalsaustralia.org.au
National Assembly legal@professionalsaustralia.org.au

Dear Matthew Silletto

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Association of Professional Engineers, Scientists and Managers, Australia (AR2024/8).

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

What you need to do right now

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

These next steps are explained below in more detail.



Late notification warning

Appendix A contains late notifications. Please inform the relevant officer that this has been recorded against AR2024/8.

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

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

Financial training must be done within 6 months

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

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

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

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



Officer financial training audit

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

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

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

Help for new officers: Officer Induction Kit

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

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

Disclosure obligations: what officers must do

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

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

Time frames for notifications of change

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

Appendix A shows late notifications

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

Late notifications have the potential to attract a civil penalty.

Resources to help you make your notifications of change

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

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

These resources include:

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

eLearning module – notifications of change



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

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

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

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

Yours sincerely

Fair Work Commission

Appendix A

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

Our records have been updated.

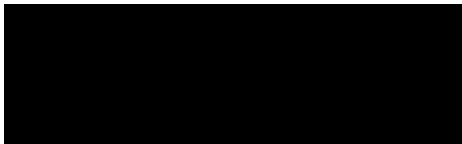
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
7 September 2024	Engineers Division QLD Subdivision	Vice President	Yes
	Engineers Division SA Subdivision	Vice President	Yes
	Engineers Division TAS Subdivision	Secretary	Yes
	Engineers Division VIC Subdivision	Secretary	Yes
	Engineers Division WA Subdivision	Vice President	Yes
	National Assembly	Representative – Diversity Representative – MPD Representative – Architects Representative – Eng Vic Representative – Eng WA	Yes Yes Yes No, 27 days No, 27 days
18 September 2024	Engineers Division WA Subdivision	Treasurer	No, 3 days

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

I, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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.



MATTHEW SILLETO
NATIONAL SECRETARY
18 September 2024

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

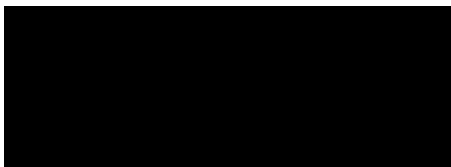
ANNEXURE A
Changes to Offices and Office Holders in the Organisation and its Branches

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Engineers Division WA Subdivision	12/8/2024	Treasurer	Brian Norris	Vacant	Suite 1A, 12-14 Thelma Street, West Perth WA 6005	Vacant

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

I, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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.



MATTHEW SILLETO
NATIONAL SECRETARY
6 September 2024

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

ANNEXURE A

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Engineers Division Qld Subdivision	9/8/2024	Vice President	Vacant	Maria Fuchs	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Engineers Division SA Subdivision	12/8/2024	Vice President	Vacant	Shaun Williams	Suite 1, 69 - 79 Gilbert Street, ADELAIDE SA 5000	Engineer
Engineers Division Tas Subdivision	12/8/2024	Secretary	Vacant	James Benham	265 Macquarie Street, HOBART TAS 7000	Engineer
Engineers Division Vic Subdivision	12/8/2024	Secretary	Vacant	Scott Gibbins	152 Miller Street, West Melbourne VIC 3003	Engineer
Engineers Division WA Subdivision	12/8/2024	Vice President	Vacant	Brian Norris	Suite 1A, 12-14 Thelma Street, West Perth WA 6005	Engineer
National Assembly	9/8/2024	Representative – Diversity	Patricia Chow	Adrianna Rassias	152 Miller Street, West Melbourne VIC 3003	Engineer
National Assembly	12/8/2024	Representative – MPD	Vacant	Miriam Hochwald	152 Miller Street, West Melbourne VIC 3003	Professional
National Assembly	12/8/2024	Representative – Architects	Vacant	Thomas Marshall	152 Miller Street, West Melbourne VIC 3003	Engineer
National Assembly	08/07/24	Representative - Eng Vic	Vacant	Eng Lim	152 Miller Street, West Melbourne VIC 3003	Engineer
National Assembly	08/07/24	Representative - Eng WA	Vacant	Brian Norris	Suite 1, 12-14 Thelma Street, West Perth WA 6005	Engineer



17 July 2024

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: legal@professionalsaustralia.org.au

cc: MSilletto@professionalsaustralia.org.au;
Professional Engineers Division, info@professionalsaustralia.org.au;

Dear Matthew Silletto

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Association of Professional Engineers, Scientists and Managers, Australia (AR2024/8).

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

What you need to do right now

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

These next steps are explained below in more detail.

Financial training must be done within 6 months

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

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

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

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



Officer financial training audit

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

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

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

Help for new officers: Officer Induction Kit

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

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

Disclosure obligations: what officers must do

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

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

Time frames for notifications of change

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

Resources to help you make your notifications of change

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

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

These resources include:

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



eLearning module – notifications of change

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

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

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

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

Yours sincerely

Fair Work Commission

Appendix A

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

Our records have been updated.

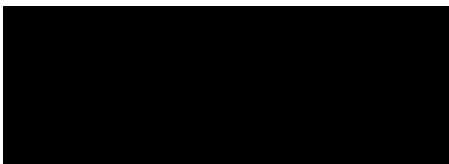
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
10 July 2024	Managers & Professionals Division	Vice President	Yes
10 July 2024	Pharmacists Division	Secretary vacancy	Yes
10 July 2024	Scientists Division	President vacancy, Vice President vacancy	Yes
10 July 2024	Engineers Division ACT Subdivision	Vice President	Yes
10 July 2024	Engineers Division NSW Subdivision	Vice President	Yes
10 July 2024	Engineers Division SA & NT Subdivision	Vice President vacancy	Yes
10 July 2024	Engineers Division VIC Subdivision	Vice President, Treasurer	Yes
10 July 2024	Engineers Division WA Subdivision	Vice President vacancy	Yes
10 July 2024	National Assembly	Representatives (8), Representatives vacancies (3), Representative position removed (1)	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, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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 in Annexure A and Annexure B and forms part of this declaration.
3. For the purposes of s230 (notification within 35 days), I declare the following:
 - a. The officers set out in Annexure A were declared elected on 27 May 2024.
 - b. Divisional Rule 14.1.11 provides that when positions are elected after 1 February, they will assume office no later than two weeks after the date of the Returning Officer's declaration. The effective date of their commencement is 5 June 2024.
 - c. Accordingly, the notification is made within the 35-day period.



MATTHEW SILLETO
NATIONAL SECRETARY
10 July 2024

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

ANNEXURE A

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Engineers Division QLD Subdivision	5/06/24	Committee Member	Vacant	Maria Fuchs	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Engineers Division QLD Subdivision	5/06/24	Committee Member	Vacant	Daniel Vidler	4/16 Peel Street, South Brisbane QLD 4101	Engineer

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Managers & Professionals Division	08/07/24	Vice President	Melody Kelly	Adrian Boothman	152 Miller Street, West Melbourne VIC 3003	Consultant
Pharmacists Division	08/07/24	Secretary	Jenny Madden	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Scientists Division	08/07/24	President	Katie Havelberg	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Scientists Division	08/07/24	Vice President	Jonathan Early	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Engineers Division ACT Subdivision	08/07/24	Vice President	Vacant	Albert Dessi	7 Napier Close, DEAKIN ACT 2600	Engineer
Engineers Division NSW Subdivision	08/07/24	Vice President	Peter Goudie	Alice Chaffey	1/491 Kent Street, Sydney NSW 2000	Engineer
Engineers Division SA & NT Subdivision	08/07/24	Vice President	Danielle Hodge	Vacant	Suite 1, 69 - 79 Gilbert Street, ADELAIDE SA 5000	Vacant
Engineers Division VIC Subdivision	08/07/24	Vice President	Vacant	Jane Waldock	152 Miller Street, West Melbourne VIC 3003	Engineer
Engineers Division VIC Subdivision	08/07/24	Treasurer	Vacant	Andrew Russack	152 Miller Street, West Melbourne VIC 3003	Engineer
Engineers Division WA Subdivision	08/07/24	Vice President	Errol Hassett	Vacant	Suite 1A, 12-14 Thelma Street, West Perth WA 6005	Vacant
National Assembly	08/07/24	Representative - Architects	Thomas Marshall	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
National Assembly	08/07/24	Representative - CSD	Matthew Dalrymple	Darren Armstrong	1/491 Kent Street Sydney NSW 2000	Collieries Staff
National Assembly	08/07/24	Representative - CSD	Ian Hunt	Troy Potter	1/491 Kent Street Sydney NSW 2000	Collieries Staff

National Assembly	08/07/24	Representative – LGEA	Greg Kable	Anuj Sharma	1/491 Kent Street Sydney NSW 2000	Engineer
National Assembly	08/07/24	Representative – MPD	Vacant	Ian Bierman	152 Miller Street, West Melbourne VIC 3003	Project Manager
National Assembly	08/07/24	Representative – MPD	Maize Wallin	Adrian Boothman	152 Miller Street, West Melbourne VIC 3003	HR Professional
National Assembly	08/07/24	Representative – Sci	Kathleen Patrick	Rohan Dowd	152 Miller Street, West Melbourne VIC 3003	Scientist
National Assembly	08/07/24	Representative - Eng NSW	Katherine Redolfi	Rosemary Crowhurst	1/491 Kent Street Sydney NSW 2000	Engineer
National Assembly	08/07/24	Representative – Eng SA	Danielle Hodge	Shaun Williams	Suite 1, 69 - 79 Gilbert Street Adelaide SA 5000	Engineer
National Assembly	08/07/24	Representative - Eng Vic	Eng Lim	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
National Assembly	08/07/24	Representative - Eng WA	Brian Norris	Vacant	Suite 1, 12-14 Thelma Street, West Perth WA 6005	Vacant
National Assembly	08/07/24	Representative – Eng Any Div	Shaun Williams	Position removed	Position removed	Position removed



6 May 2024

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: MSilletto@professionalsaustralia.org.au

cc: Engineers Division ACT Subdivision, Engineers Division SA & NT Subdivision, Engineers Division WA Subdivision, Collieries Staff Division, Local Government Engineers Association, Scientists Division, Pharmacists Division - legal@professionalsaustralia.org.au

Dear Matthew Silletto

Notification of changes – Action required

We acknowledge receipt of a Notification of Change to the office holders of the Association of Professional Engineers, Scientists and Managers, Australia (AR2024/8).

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

What you need to do right now

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

These next steps are explained below in more detail.

Financial training must be done within 6 months

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

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

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

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



Officer financial training audit

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

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

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

Help for new officers: Officer Induction Kit

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

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

Disclosure obligations: what officers must do

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

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

Time frames for notifications of change

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

Resources to help you make your notifications of change

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

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

These resources include:

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



eLearning module – notifications of change

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

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

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

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

Yours sincerely

Fair Work Commission

Appendix A

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

Our records have been updated.

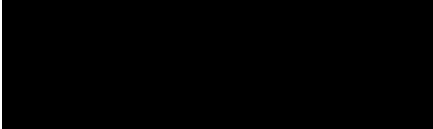
The notification of change and this filing letter can be viewed on the Commission Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
03/05/2024	Engineers Division ACT Subdivision, Engineers Division SA & NT Subdivision, Engineers Division WA Subdivision, Collieries Staff Division, Local Government Engineers Association, Scientists Division, Pharmacists Division	Committee Member (11), Secretary	Yes

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

I, MATTHEW SILLETO, being the NATIONAL SECRETARY of the ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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.



MATTHEW SILLETO
NATIONAL SECRETARY
3 May 2024

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

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

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Engineers Division ACT Subdivision	19/04/2024	Committee Member	Vacant	Brett Downing	7 Napier Close, DEAKIN ACT 2600	Engineer
Engineers Division SA & NT Subdivision	19/04/2024	Committee Member	Vacant	Loan Vu	Suite 1, 69 - 79 Gilbert Street, ADELAIDE SA 5000	Engineer
Engineers Division WA Subdivision	19/04/2024	Committee Member	Vacant	Philip Wharrie	Suite 1A, 12-14 Thelma Street, West Perth WA 6005	Engineer
Collieries Staff Division	19/04/2024	Committee Member NSW	Vacant	Alan Swinbourne	1/491 Kent Street, Sydney NSW 2000	Collieries Staff
Collieries Staff Division	19/04/2024	Committee Member QLD	Vacant	Andrew Burrows	1/491 Kent Street, Sydney NSW 2000	Collieries Staff
Collieries Staff Division	19/04/2024	Committee Member QLD	Vacant	Brad Maguire	1/491 Kent Street, Sydney NSW 2000	Collieries Staff
Local Government Engineers Association	19/04/2024	Secretary	Vacant	David Banwell	1/491 Kent Street, Sydney NSW 2000	Engineer
Local Government Engineers Association	19/04/2024	Committee Member	Vacant	Cameron Eccles	1/491 Kent Street, Sydney NSW 2000	Engineer
Scientists Division	19/04/2024	Committee Member VIC	Vacant	Rohan Dowd	152 Miller Street, West Melbourne VIC 3003	Scientist
Pharmacists Division	19/04/2024	Committee NSW	Vacant	Jennifer Madden	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Pharmacists Division	19/04/2024	Committee SA & NT	Vacant	Laura Sarnari	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Pharmacists Division	19/04/2024	Committee ALL	Vacant	Heidi Merrin	152 Miller Street, West Melbourne VIC 3003	Pharmacist



9 April 2024

Matthew Silletto
National Secretary
Association of Professional Engineers, Scientists and Managers, Australia
Sent via email: MSilletto@professionalsaustralia.org.au

Dear Mr Silletto

The Association of Professional Engineers, Scientists and Managers, Australia'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	AR2024/8
Lodgement date	20 March 2024
Review	Primary Review
Result	FILED

Your primary review

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



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

The Commission's risk-based approach

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

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

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

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

Do you have any questions?

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

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

Yours sincerely

Fair Work Commission

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

I, MATTHEW SILLETO, being the NATIONAL SECRETARY of THE ASSOCIATION OF PROFESSIONAL ENGINEERS, SCIENTISTS AND MANAGERS, AUSTRALIA, 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 152 Miller Street, West Melbourne, Victoria 3003.¹
 - The name and address of each branch of the organisation is:²
 1. The Association of Professional Engineers, Scientists and Managers, Australia **Federal Office**, 152 Miller Street, WEST MELBOURNE VIC 3003
 2. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers Division**, 152 Miller Street, WEST MELBOURNE VIC 3003
 3. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – Australian Capital Territory Subdivision**, 7 Napier Close, DEAKIN ACT 2600
 4. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – New South Wales Subdivision**, 1/491 Kent Street, SYDNEY NSW 2000
 5. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – Queensland Subdivision**, 4/16 Peel Street, SOUTH BRISBANE QLD 4101

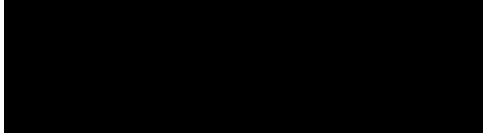
¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

6. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – South Australia and Northern Territory Subdivision**, Suite 1, 69 - 79 Gilbert Street, ADELAIDE SA 5000
 7. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – Tasmania Subdivision**, 265 Macquarie Street, HOBART TAS 7000
 8. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – Victoria Subdivision**, 152 Miller Street, WEST MELBOURNE VIC 3003
 9. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Engineers – Western Australia Subdivision**, Suite 1A/12-14 Thelma Street, WEST PERTH WA 6005
 10. The Association of Professional Engineers, Scientists and Managers, Australia **Architects Division**, 152 Miller Street, WEST MELBOURNE VIC 3003
 11. The Association of Professional Engineers, Scientists and Managers, Australia **Local Government Engineers Association (NSW) Division**, 1/491 Kent Street, SYDNEY NSW 2000
 12. The Association of Professional Engineers, Scientists and Managers, Australia **Collieries Staff Division**, 1/491 Kent Street, SYDNEY NSW 2000
 13. The Association of Professional Engineers, Scientists and Managers, Australia **Managers and Professionals Division**, 152 Miller Street, WEST MELBOURNE VIC 3003
 14. The Association of Professional Engineers, Scientists and Managers, Australia **Pharmacists Division**, 152 Miller Street, WEST MELBOURNE VIC 3003
 15. The Association of Professional Engineers, Scientists and Managers, Australia **Professional Scientists Division** 152 Miller Street, WEST MELBOURNE VIC 3003
- On 31 December in the previous year the number of members was 18,535 full members³

³ s.230(1)(d); reg.147(f)

- **Attachment 1** contains a list of offices and the names, postal addresses and occupations of persons holding those offices as of the date of this declaration and forms part of this declaration.
- **Attachment 2** contains a list of the elections to be held between 1 January and 31 December of this year and forms part of this declaration.



Matthew Silletto
National Secretary
20 March 2024

ATTACHMENT 1

Offices and Office Holders in the Organisation and its Branches:

Association of Professional Engineers, Scientists and Managers, Australia

National Board (7)

Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
President	Katie Havelberg	152 Miller Street, West Melbourne VIC 3003	Medical Scientist
Senior Vice President	Andrew Wilkins	152 Miller Street, West Melbourne VIC 3003	Engineer
Secretary	Matthew Silletto	152 Miller Street, West Melbourne VIC 3003	Engineer
Treasurer	Stuart Small	152 Miller Street, West Melbourne VIC 3003	Engineer
Vice President	Robert Miller	152 Miller Street, West Melbourne VIC 3003	Director
Vice President	Bianca Piljic	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Vice President	Jane Waldock	152 Miller Street, West Melbourne VIC 3003	Engineer

Association of Professional Engineers, Scientists and Managers, Australia

National Assembly (39)

Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Representative - Architects	Thomas Marshall	152 Miller Street, West Melbourne Vic 3003	Architect
Representative - CSD	Ian Hunt	1/491 Kent Street, Sydney NSW 2000	Collieries staff
Representative - CSD	Peter Land	1/491 Kent Street, Sydney NSW 2000	Collieries staff
Representative - CSD	Scott Blackwood	1/491 Kent Street, Sydney NSW 2000	Collieries staff
Representative - CSD	Matthew Dalrymple	1/491 Kent Street, Sydney NSW 2000	Collieries staff
Representative - CSD	Neil Timbrell	1/491 Kent Street, Sydney NSW 2000	Collieries staff
Representative - Eng ACT	Matthew Silletto	7 Napier Close, Deakin ACT 2600	Engineer
Representative - Eng Any Division	Shaun Williams	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Representative - Eng NSW	Peter Goudie	1/491 Kent Street, Sydney NSW 2000	Engineer
Representative - Eng NSW	Lindsay Nash	1/491 Kent Street, Sydney NSW 2000	Engineer
Representative - Eng NSW	Neville Cooper	1/491 Kent Street, Sydney NSW 2000	Engineer
Representative - Eng NSW	Katherine Redolfi	1/491 Kent Street, Sydney NSW 2000	Engineer
Representative - Eng Qld	Bruce Large	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Representative - Eng Qld	Gregory McMahon	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Representative - Eng Qld	Patrick Woodcock	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Representative - Eng SA & NT	Andrew Wilkins	Suite 1, 69 - 79 Gilbert Street Adelaide SA 5000	Engineer
Representative - Eng SA & NT	Danielle Hodge	Suite 1, 69 - 79 Gilbert Street Adelaide SA 5000	Engineer
Representative - Eng Tas	Donald Vaughan	265 Macquarie Street, Hobart TAS 7000	Engineer

Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Representative - Eng Vic	Andrew Russack	152 Miller Street, West Melbourne VIC 3003	Engineer
Representative - Eng Vic	Jane Waldock	152 Miller Street, West Melbourne VIC 3003	Engineer
Representative - Eng Vic	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Representative - Eng Vic	Eng Lim Hwa	152 Miller Street, West Melbourne VIC 3003	Engineer
Representative - Eng WA	Pasan Tennakoon	Suite 1, 12-14 Thelma Street, West Perth WA 6005	Engineer
Representative - Eng WA	Brian Norris	Suite 1, 12-14 Thelma Street, West Perth WA 6005	Engineer
Representative - LGEA	Greg Kable	1/491 Kent Street, Sydney NSW 2000	Manager
Representative - LGEA	Stuart Small	1/491 Kent Street, Sydney NSW 2000	Engineer
Representative - MPD	Tim Colwill	152 Miller Street, West Melbourne VIC 3003	Senior Digital Campaigner
Representative - MPD	Robert Miller	152 Miller Street, West Melbourne VIC 3003	Director
Representative - MPD	Maize Wallin	152 Miller Street, West Melbourne VIC 3003	IT Specialist
Representative - MPD	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Representative - MPD (ABC Division)	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Representative - PPA	Bianca Piljic	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Representative – PPA	Leon Yap	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Representative – PPA	Cardin Le	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Representative - SCI	Katie Havelberg	152 Miller Street, West Melbourne VIC 3003	Medical Scientist
Representative - SCI	Andrew Yule	152 Miller Street, West Melbourne VIC 3003	Scientist
Representative - SCI	Ryan Hopprich	152 Miller Street, West Melbourne VIC 3003	Scientist
Representative - SCI	Kathleen Patrick	152 Miller Street, West Melbourne VIC 3003	Scientist

Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Representative – Diversity	Patricia Chow	152 Miller Street, West Melbourne VIC 3003	Architect

Association of Professional Engineers, Scientists and Managers, Australia

Architects Division (10)

Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Executive			
President	Thomas Marshall	152 Miller Street, West Melbourne VIC 3003	Architect
Vice President	Casey Landwehr	152 Miller Street, West Melbourne VIC 3003	Architect
Secretary	Jonathon Harriman	152 Miller Street, West Melbourne VIC 3003	Architect
Treasurer	Patricia Chow	152 Miller Street, West Melbourne VIC 3003	Architect
Committee			
Committee Member (Student)	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member	Bonnie Gordon	152 Miller Street, West Melbourne VIC 3003	Architect
Committee Member	Bella Singal	152 Miller Street, West Melbourne VIC 3003	Architect
Committee Member	Mitchell Stewart	152 Miller Street, West Melbourne VIC 3003	Architect
Committee Member	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Collieries' Staff Division (11)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Scott Blackwood	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Vice President	Dean Stockham	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Secretary/Treasurer	Neil Timbrell	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee			
Committee Member NSW	Peter Land	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member NSW	Dale Mitchell	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member NSW	Troy Potter	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member NSW	Neil Timbrell	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member NSW	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee Member Qld	Darren Armstrong	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member Qld	Scott Blackwood	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member Qld	Dean Stockham	1/491 Kent Street, Sydney NSW 2000	Collieries Staff*
Committee Member Qld	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee Member Qld	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee Member WA	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant

** Reimbursed for lost wages to attend committee meetings.*

Association of Professional Engineers, Scientists and Managers, Australia

Local Government Engineers Association (NSW) Division (11)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Stuart Small	1/491 Kent Street, Sydney NSW 2000	Engineer
Vice President	Bede Spannagle	1/491 Kent Street, Sydney NSW 2000	Engineer
Secretary	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Treasurer	Nik Zervos	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee			
Committee Member	Greg Kable	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Anuj Sharma	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Kenneth Willimott	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Gary Woodman	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee Member	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee Member	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Managers and Professionals Division (8)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Robert Miller	152 Miller Street, West Melbourne VIC 3003	Director
Vice President	Melody Kelly	152 Miller Street, West Melbourne VIC 3003	Consultant
Secretary/Treasurer	Tim Colwill	152 Miller Street, West Melbourne VIC 3003	Senior Digital Campaigner
Committee			
Committee Member – ABC Rep	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member	Tim Colwill	152 Miller Street, West Melbourne VIC 3003	Senior Digital Campaigner
Committee Member	Ian Bierman	152 Miller Street, West Melbourne VIC 3003	Project Manager
Committee Member	Adrian Boothman	152 Miller Street, West Melbourne VIC 3003	HR Professional
Committee Member	Robert Miller	152 Miller Street, West Melbourne VIC 3003	Director
Committee Member	Conor Aitken	152 Miller Street, West Melbourne VIC 3003	Consultant
Committee Member	Andrew Bosch	152 Miller Street, West Melbourne VIC 3003	Interpreter
Committee Member	Miriam Hochwald	152 Miller Street, West Melbourne VIC 3003	Principal Consultant

Association of Professional Engineers, Scientists and Managers, Australia

Pharmacists Division (16)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Leon Yap	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Vice President	Bianca Piljic	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Secretary	Jennifer Madden	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Treasurer	Riccardo Seeber	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee			
Committee Member – ACT, TAS & WA	Riccardo Seeber	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee Member – NSW	Cardin Le	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee Member – NSW	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – Qld	Bianca Piljic	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee Member – Qld	Leon Yap	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee Member – SA & NT	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – SA & NT	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – Vic	Rohit Lal	152 Miller Street, West Melbourne VIC 3003	Pharmacist
Committee Member – Vic	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Pharmacists Division Continued

Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers Division (10)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Lindsay Nash	152 Miller Street, West Melbourne VIC 3003	Engineer
Vice President	Andrew Wilkins	152 Miller Street, West Melbourne VIC 3003	Engineer
Secretary	Matthew Silletto	152 Miller Street, West Melbourne VIC 3003	Engineer
Treasurer	Scott Gibbins	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee			
Committee Member (ACT)	Matthew Silletto	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (NSW)	Lindsay Nash	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (NSW)	Neville Cooper	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (QLD)	Bruce Large	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (QLD)	Greg McMahon	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (SA/NT)	Andrew Wilkins	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (SA/NT)	Danielle Hodge	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (TAS)	Donald Vaughan	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (VIC)	Jane Waldock	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (VIC)	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member (WA)	Pasan Tennakoon	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (WA)	Brian Norris	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member (ANY DIV)	Shaun Williams	152 Miller Street, West Melbourne VIC 3003	Engineer

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers - Australian Capital Territory Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Matthew Silletto	7 Napier Close, Deakin ACT 2600	Engineer
Vice President	Vacant	7 Napier Close, Deakin ACT 2600	Vacant
Secretary	Glenn Elliman	7 Napier Close, Deakin ACT 2600	Engineer
Treasurer	Vacant	7 Napier Close, Deakin ACT 2600	Vacant
Committee			
Committee Member	Tatiana Caines	7 Napier Close, Deakin ACT 2600	Engineer
Committee Member	Albert Dessi	7 Napier Close, Deakin ACT 2600	Engineer
Committee Member	Glenn Elliman	7 Napier Close, Deakin ACT 2600	Engineer
Committee Member	Thasan Muthurajah	7 Napier Close, Deakin ACT 2600	Engineer
Committee Member	Vacant	7 Napier Close, Deakin ACT 2600	Vacant
Committee Member	Vacant	7 Napier Close, Deakin ACT 2600	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers – New South Wales Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Lindsay Nash	1/491 Kent Street, Sydney NSW 2000	Engineer
Vice President	Peter Goudie	1/491 Kent Street, Sydney NSW 2000	Engineer
Secretary	Neville Cooper	1/491 Kent Street, Sydney NSW 2000	Engineer
Treasurer	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant
Committee			
Committee Member	Alice Chaffey	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Neville Cooper	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Peter Goudie	1/491 Kent Street, Sydney NSW 2000	Unemployed
Committee Member	Rosemary Crowhurst	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	David Lindsay	1/491 Kent Street, Sydney NSW 2000	Engineer
Committee Member	Vacant	1/491 Kent Street, Sydney NSW 2000	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers - Queensland Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Bruce Large	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Vice President	Vacant	4/16 Peel Street, South Brisbane QLD 4101	Vacant
Secretary	Patrick Woodcock	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Treasurer	Vacant	4/16 Peel Street, South Brisbane QLD 4101	Vacant
Committee			
Committee Member	Greg McMahon	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Committee Member	Adrianna Rassias	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Committee Member	Patrick Woodcock	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Committee Member	Vuk Soskic	4/16 Peel Street, South Brisbane QLD 4101	Engineer
Committee Member	Vacant	4/16 Peel Street, South Brisbane QLD 4101	Vacant
Committee Member	Vacant	4/16 Peel Street, South Brisbane QLD 4101	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers– South Australia and Northern Territory Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Andrew Wilkins	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Vice President	Danielle Hodge	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Secretary	Olaf Reinhold	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Treasurer	Laurence Antal	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee			
Committee Member	Laurance Antal	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee Member	Spiros Dimas	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee Member	Danielle Hodge	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee Member	Olaf Reinhold	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee Member	Shaun Williams	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Engineer
Committee Member	Vacant	Suite 1, 69 – 79 Gilbert Street, Adelaide, SA 5000	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers – Tasmania Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Donald Vaughan	265 Macquarie Street, Hobart TAS 7000	Engineer
Vice President	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Secretary	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Treasurer	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Committee			
Committee Member	James Benham	265 Macquarie Street, Hobart TAS 7000	Engineer
Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant
Committee Member	Vacant	265 Macquarie Street, Hobart TAS 7000	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers - Victoria Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Vice President	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Secretary	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Treasurer	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee			
Committee Member	Liam Collins	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member	Eng Hwa Lim	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member	Scott Gibbins	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member	Andrew Russack	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member	Jane Waldock	152 Miller Street, West Melbourne VIC 3003	Engineer
Committee Member	Anthony Hill	152 Miller Street, West Melbourne VIC 3003	Unemployed

Association of Professional Engineers, Scientists and Managers, Australia

Professional Engineers– Western Australia Subdivision (7)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Pasan Tennakoon	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Vice President	Errol Hassett	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Secretary	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Vacant
Treasurer	Brian Norris	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Committee			
Committee Member	Robert Thornton	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Committee Member	Philip Wharrie	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Committee Member	Brian Norris	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Engineer
Committee Member	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Vacant
Committee Member	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Vacant
Committee Member	Vacant	Suite 1A, 12-14 Thelma Street, West Perth, WA 6005	Vacant

Association of Professional Engineers, Scientists and Managers, Australia

Professional Scientists Division (12)

Name of Office	Name of Office Holder	Address of Office Holder	Occupation of Office Holder
Executive			
President	Katie Havelberg	152 Miller Street, West Melbourne VIC 3003	Medical Scientist
Vice President	Jonathan Early	152 Miller Street, West Melbourne VIC 3003	Medical Physicist
Secretary	Andrew Yule	152 Miller Street, West Melbourne VIC 3003	Science Officer
Committee			
Committee Member – ACT	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – NSW	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – NT	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – Qld	Katie Havelberg	152 Miller Street, West Melbourne VIC 3003	Medical Scientist
Committee Member – SA	Ryan Hopprich	152 Miller Street, West Melbourne VIC 3003	Snr Medical Scientist
Committee Member – Tas	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – Vic	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – WA	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Kathleen Patrick	152 Miller Street, West Melbourne VIC 3003	Unemployed
Committee Member – All Div	Andrew Yule	152 Miller Street, West Melbourne VIC 3003	Science Officer
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant
Committee Member – All Div	Vacant	152 Miller Street, West Melbourne VIC 3003	Vacant

ATTACHMENT 2

Elections to be held through the period 1 January – 31 December 2024

Note: The offices to be elected in Attachment 2 have already been the subject of an election decision –E2023/167 dated 3 October 2023), and the AEC is in the process of conducting these elections.

Branch	Name of Office	Number required	Voting System <i>Direct voting system; Collegiate electoral system</i>	Reason for Election <i>Scheduled; Casual vacancy; New office created; Insufficient nominations</i>	Electorate
Architects Division	Division Committee	3 including (1) reserved for a student member <i>Rule 5 of Appendix “F” – Supplementary Rules – Architects Division</i>	Direct Voting System	Scheduled	<i>Federal Rule 6.1.4 All eligible members as defined in Federal Rule 3.5</i>
Collieries Staff Division	Division Committee	1	Direct Voting System	Scheduled	<i>Members of the Division in NSW Rule 5 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>
Collieries Staff Division	Division Committee	2	Direct Voting System	Scheduled	<i>Members of the Division in Qld Rule 5 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>
Collieries Staff Division	Division Committee	1	Direct Voting System	Scheduled	<i>Members of the Division in WA Rule 5 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>

Local Government Engineers Association	Secretary	1	Direct Voting System	Scheduled	<i>Federal Rule 6.1.3</i>
Local Government Engineers Association	Division Committee	2	Direct Voting System	Scheduled	<i>Federal Rule 6.1.3</i>
Managers & Professionals Division	Division Committee - ABC Committee Member	1	Direct Voting System	Scheduled	<i>By and from Australian Broadcasting Corporation Senior Executive Members Federal Rule 6.1.7 Rule 6.2 of Appendix "I" – Supplementary Rules – Managers and Professionals Division</i>
Pharmacists Division	Division Committee – NSW Rep	1	Direct Voting System	Scheduled	<i>By and from members resident in New South Wales Rule 5 of Appendix "G" Supplementary Rules of the Pharmacists Division</i>
Pharmacists Division	Division Committee - SA & NT Rep	2	Direct Voting System	Scheduled	<i>By and from members resident in South Australia Rule 5 of Appendix "G" Supplementary Rules of the Pharmacists Division</i>
Pharmacists Division	Division Committee - Vic Rep	1	Direct Voting System	Scheduled	<i>By and from members resident in Victoria. Rule 5 of Appendix "G" Supplementary Rules of the Pharmacists Division</i>
Pharmacists Division	Division Committee - Any	5	Direct Voting System	Scheduled	<i>By and from members of the Division Federal Rule 6.1.5</i>
Professional Engineers Division ACT Subdivision	Subdivision Committee	2	Direct Voting System	Scheduled	<i>Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division NSW Subdivision	Subdivision Committee	1	Direct Voting System	Scheduled	<i>Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division QLD Subdivision	Subdivision Committee	2	Direct Voting System	Scheduled	<i>Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division</i>

Professional Engineers Division SA & NT Subdivision	Subdivision Committee	1	Direct Voting System	Scheduled	Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division
Professional Engineers Division TAS Subdivision	Subdivision Committee	5	Direct Voting System	Scheduled	Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division
Professional Engineers Division VIC Subdivision	President/National Assembly Member	1	Direct Voting System	Scheduled	Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division Federal Rule 16.2.8.1
Professional Engineers Division WA Subdivision	Subdivision Committee	3	Direct Voting System	Scheduled	Rule 12. Appendix "K" – Supplementary Rules – Professional Engineers Division
Professional Scientists Division	Division Committee – ACT Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in ACT Rules 5.1 & 5.4 of Appendix "J" supplementary Rules Scientists Division (See Note 2)</i>
Professional Scientists Division	Division Committee – NSW Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in NSW Rules 5.1 & 5.4 of Appendix "J" supplementary Rules Scientists Division (See Note 2)</i>
Professional Scientists Division	Division Committee - Northern Territory Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in NT Rules 5.1 & 5.4 of Appendix "J" supplementary Rules Scientists Division (See Note 2)</i>
Professional Scientists Division	Division Committee – Tasmania Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in TAS Rules 5.1 & 5.4 of Appendix "J" supplementary Rules Scientists Division (See Note 2)</i>
Professional Scientists Division	Division Committee – Victoria Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in VIC Rules 5.1 & 5.4 of Appendix "J" supplementary Rules Scientists Division (See Note 2)</i>

Professional Scientists Division	Division Committee – Western Australia Rep	1	Direct Voting System	Scheduled	<i>From and by members resident in WA Rules 5.1 & 5.4 of Appendix “J” supplementary Rules Scientists Division (See Note 2)</i>
Professional Scientists Division	Division Committee – Rep - Any Division	2	Direct Voting System	Scheduled	<i>From and by financial members of the Scientists Division Rules 5.1 & 5.4 of Appendix “J” supplementary Rules Scientists Division (See Note 2)</i>
Professional Engineers Division ACT Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the ACT Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division ACT Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the ACT Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division ACT Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the ACT Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division NSW Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the NSW Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division NSW Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the NSW Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division NSW Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the NSW Engineer Subdivision committee</i>

					<i>Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division Queensland Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the Queensland Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division Queensland Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the Queensland Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division Queensland Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the Queensland Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division SA & NT Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the South Australia & Northern Territory Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division SA & NT Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the South Australia & Northern Territory Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division SA & NT Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the South Australia & Northern Territory Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division TAS Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the Tasmania Engineer Subdivision committee Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>

Professional Engineers Division TAS Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the Tasmania Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division TAS Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the Tasmania Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division VIC Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the Victoria Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division VIC Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the Victoria Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division VIC Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the Victoria Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division WA Subdivision	Vice President	1	Collegiate Electoral System	Scheduled	<i>By and from the Western Australia Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division WA Subdivision	Secretary	1	Collegiate Electoral System	Scheduled	<i>By and from the Western Australia Engineer Subdivision committee Rule 12.8 Appendix "K" – Supplementary Rules – Professional Engineers Division</i>
Professional Engineers Division WA Subdivision	Treasurer	1	Collegiate Electoral System	Scheduled	<i>By and from the Western Australia Engineer Subdivision committee</i>

					<i>Rule 12.8 Appendix “K” – Supplementary Rules – Professional Engineers Division</i>
Collieries Staff Division	President	1	Collegiate Electoral system	Scheduled	<i>Rule 6 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>
Collieries Staff Division	Division Treasurer/Secretary	1	Collegiate Electoral system	Scheduled	<i>Rule 6 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>
Collieries Staff Division	Vice President	1	Collegiate electoral system	Scheduled	<i>Rule 6 of Appendix “H” – Supplementary Rules – Collieries Staff Division</i>
Managers & Professionals Division	President	1	Collegiate electoral system	Scheduled	<i>Elected by and from members of the Division Committee Rule 7 of Appendix “I” – Supplementary Rules – Managers and Professionals Division & Division Rule 14.2</i>
Managers & Professionals Division	Vice President	1	Collegiate electoral system	Scheduled	<i>Elected by and from members of the Division Committee Rule 7 of Appendix “I” – Supplementary Rules – Managers and Professionals Division & Division Rule 14.2</i>
Managers & Professionals Division	Secretary/Treasurer	1	Collegiate electoral system	Scheduled	<i>Elected by and from members of the Division Committee Rule 7 of Appendix “I” – Supplementary Rules – Managers and Professionals Division & Division Rule 14.2</i>
Pharmacists Division	President	1	Collegiate electoral system	Scheduled	<i>From and by the members of the Division Committee Rule 7, Appendix “G” – Supplementary Rules – Pharmacists Division</i>
Pharmacists Division	Vice President	1	Collegiate electoral system	Scheduled	<i>From and by the members of the Division Committee Rule 7, Appendix “G” – Supplementary Rules – Pharmacists Division</i>

Pharmacists Division	Secretary	1	Collegiate electoral system	Scheduled	<i>From and by the members of the Division Committee Rule 7, Appendix "G" – Supplementary Rules – Pharmacists Division</i>
Pharmacists Division	Treasurer	1	Collegiate electoral system	Scheduled	<i>From and by the members of the Division Committee Rule 7, Appendix "G" – Supplementary Rules – Pharmacists Division</i>
Professional Scientists Division	President	1	Collegiate electoral system	Scheduled	<i>Rule 5.2 of Appendix "J" – Supplementary Rules – Professional Scientists Division</i>
Professional Scientists Division	Vice President	1	Collegiate electoral system	Scheduled	<i>Rule 5.2 of Appendix "J" – Supplementary Rules – Professional Scientists Division</i>
Professional Scientists Division	Secretary	1	Collegiate electoral system	Scheduled	<i>Rule 5.2 of Appendix "J" – Supplementary Rules – Professional Scientists Division</i>
National Assembly	Professional Engineers Division NSW Subdivision	3	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Federal Rule 16.1.2.4 & 16.1.2.8.2 (See Note 3)</i>
National Assembly	Professional Engineers Division Victoria Subdivision	3	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Federal Rule 16.1.2.4 & 16.1.2.8.2 (See Note 3)</i>
National Assembly	Professional Engineers Division South Australia and Northern Territory Subdivision	1	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Federal Rule 16.1.2.4 & 16.1.2.8.2 (See Note 3)</i>
National Assembly	Professional Engineers Division	2	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Federal Rule 16.1.2.4 & 16.1.2.8.2</i>

	Queensland Subdivision				<i>(See Note 3)</i>
National Assembly	Professional Engineers Division Western Australia Subdivision	1	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Federal Rule 16.1.2.4 & 16.1.2.8.2 (See Note 3)</i>
National Assembly	Architects Division	1	Direct Voting System	Scheduled	<i>All financial members of the Division Federal Rule 6.1.4</i>
National Assembly	Collieries Staff Division	5	Direct Voting System	Scheduled	<i>By and from members of the Division Federal Rule 6.1.6</i>
National Assembly	Diversity	1	Direct Voting System	Scheduled	<i>All financial women members Federal Rule 16.1.2.7</i>
National Assembly	LGEA (NSW)	2	Direct Voting System	Scheduled	<i>All financial members of the Division Federal Rule 6.1.3</i>
National Assembly	Managers & Professionals Division	6 including ABC Division Committee Member	Collegiate Electoral System	Scheduled	<i>By and from members of the Subdivision Committee Division Rule 14.1.4 Rule 6.2 of Appendix "I" – Supplementary Rules – Managers and Professionals Division (See note 5)</i>
National Assembly	Pharmacists Division	3	Direct Voting System	Scheduled	<i>All financial members of the Division Federal Rule 6.1.5</i>
National Assembly	Professional Scientists Division	3	Direct Voting System	Scheduled	<i>By and from members of the Division Federal Rule 6.1.2 (See Note 4)</i>
Professional Engineers Division	President	1	Collegiate	Scheduled	<i>Engineers Division Committee</i>

					<i>Rule 12.8 of Appendix “K” – Supplementary Rules – Professional Engineers Division (Please see Note 8)</i>
Professional Engineers Division	Vice President	1	Collegiate	Scheduled	<i>Engineers Division Committee Rule 12.8 of Appendix “K” – Supplementary Rules – Professional Engineers Division (See Note 8)</i>
Professional Engineers Division	Secretary	1	Collegiate	Scheduled	<i>Engineers Division Committee Rule 12.8 of Appendix “K” – Supplementary Rules – Professional Engineers Division (see note 8)</i>
Professional Engineers Division	Treasurer	1	Collegiate	Scheduled	<i>Engineers Division Committee Rule 12.8 of Appendix “K” – Supplementary Rules – Professional Engineers Division (see note 8)</i>
National Board	National President	1	Collegiate	Scheduled	<i>National Assembly members holding office (Federal Rule 18.3)</i>
National Board	National Senior Vice President	1	Collegiate	Scheduled	<i>National Assembly members holding office (Federal Rule 18.3)</i>
National Board	National Secretary	1	Collegiate	Scheduled	<i>National Assembly members holding office (Federal Rule 18.3)</i>
National Board	National Treasurer	1	Collegiate	Scheduled	<i>National Assembly members holding office (Federal Rule 18.3)</i>
National Board	Vice President	3	Collegiate	Scheduled	<i>National Assembly members holding office (Federal Rule 18.3) (please refer to note 7)</i>

Important dates:

	Direct Voting System	Collegiate Electoral System
Nominations OPEN	To be determined by the returning officer (Division Rule 14)	To be determined by the returning officer (Fed Rule 18.3)
Nominations CLOSE	To be determined by returning officer (Division Rule 14)	To be determined by the returning officer (Fed Rule 18.3)
Roll of Voters cut-off date	To be determined by the returning officer (Division Rule 14A)	To be determined by the returning officer (Fed Rule 18.3)

Notes:

1	Professional Engineers Subdivisions	Sub Division Committees	Each subdivision committee shall have a minimum of one person from each gender. If there is no nomination from a particular gender for the subdivision, then this provision shall not apply. Rule 12.7 of Appendix K
2	Professional Scientists Division	Division Committee (12)	Rule 5.4 of Appendix “J” supplementary Rules Scientists Division A minimum of one representative of each gender must be elected to the Division Committee from the Professional Scientists Division. In the event that there is no person from a particular gender who is elected as a Division Committee Member from and by members resident in any state as set out in Rule 5.1 then if a sole person from the particular gender nominates as (1) one of the (4) four other members elected from and by members of the Professional Scientists Division then that person will be deemed to be elected. If there is no nomination received from a particular gender for the position of Division Committee Member the provisions of the Sub-Rule shall not apply.
3	National Assembly	Professional Engineers Division	In accordance with Federal Rule 16.1.2.5 a minimum of one National Assembly Member from each gender must be elected by each Sub-Division from which more than one representative is elected by and from all Financial members of the sub-division pursuant to Rule 16.2. If there is no nomination received from a particular gender for the position of National Assembly Member in a Sub-Division from which more than one representative is elected pursuant to Rule 16.2, the provisions of the Sub-Rule shall not apply to representatives elected by that Sub-Division.

			In addition, in accordance with Federal Rule 16.1.2.8.2 in order to be eligible for election as a National Assembly Member, a member representing a Sub-Division must also be elected to an office on their relevant Sub-Division Committee.
4	National Assembly	Professional Scientists Division	In accordance with Federal Rule 16.1.2.6 a minimum of one National Assembly Member from each gender must be elected. If there is no nomination received from a particular gender the provisions of Federal Rule 16.1.2.6 shall not apply.
5.	National Assembly	Managers & Professionals Division	<p>The National Assembly Members representing the Managers and Professionals Division shall in accordance with Rule 8 of Appendix “I” – Supplementary Rules – Managers and Professionals Division comprise:</p> <p>(a) The Australian Broadcasting Corporation Senior Executive Division Committee member elected to the Division Committee in accordance with Rule 6.2 of the Appendix “I” – Supplementary Rules – Managers and Professionals Division.</p> <p>(b) Additional National Assembly Members elected in accordance with Federal Rule 16.1.</p> <p>In addition, and in accordance with Division Rule 14.1.4, to be eligible for election as a National Assembly Member representing the Managers and Professionals Division, a member must also be elected as a Division Committee member.</p>
6	National Assembly	Order of filling of positions	Any National Assembly member may only occupy one National Assembly position and where an eligible member nominates for more than one National Assembly position as provided for in Rule 16.1.2.9 in these Rules, the position to which that member shall be elected shall be in the order or priority of Division, then the Diversity National Assembly member, or in the case of the Professional Engineers Division the order of the filling of positions shall be Sub-Division and then the Diversity National Assembly Member.
7	National Board	Vice President	Rule 18.3.1 states that the number of Vice President positions on the National Board shall be three, provided that where a woman has nominated for the National Board but no woman has been elected to the National Board, a fourth Vice President’s position shall be created by the

			Returning Officer. Rule 18.3.1.1-18.3.1.5 determines how the fourth position (if applicable) is filled.
8	Professional Engineers	Division Committee	In accordance with Rule 12.7 of Appendix “K” – Supplementary Rules – Professional Engineers Division the Division Committee shall consist of the President of each Sub-Division Committee (7): a further (5) Committee members being an additional representative from each of the five (5) Sub-Divisions holding the highest numbers of Full Fee Equivalent Financial Members, with the additional representative to be the candidate that received the highest number of votes in the election of all Financial Members of the Sub-Division pursuant to Rule 16.2, (and if elected unopposed the additional representatives shall be appointed by a vote of the relevant Sub-Division Committee); and the one (1) National Assembly Member elected from any Sub-Division by the electorate of all Financial Members of the Professional Engineers Division.