



## DECISION

*Fair Work (Registered Organisations) Act 2009*  
s.189—Arrangement for conduct of an election

**Australian Education Union**  
(E2025/8)

BILL STEENSON

SYDNEY, 12 MARCH 2025

*Arrangement for conduct of election.*

[1] On 28 February 2025 the ACT Branch of the Australian Education Union lodged with the Fair Work Commission prescribed information for an election to fill the following offices for a new term of office:

Branch Secretary	(1)
Branch President	(1)
Branch Vice Presidents - Public School Sector	(2)
Branch Vice President - Public Vocational Education and Training Sector	(1)

Branch Executive Representatives from the following Sectors:

Public School Sector (excluding School Assistants)	(8)
Public Vocational Education and Training Sector	(1)
School Assistants in the Public School Sector	(1)

Branch Executive Alternative Representatives from the following Sectors:

Public Vocational Education and Training Sector	(1)
School Assistants in the Public School Sector	(1)

[2] I am satisfied that an election for the abovenamed offices is required to be held under the rules of the organisation and, under subsection 189(3) of the *Fair Work (Registered Organisations) Act 2009*, I am making arrangements for the conduct of the election by the Australian Electoral Commission.



DELEGATE OF THE GENERAL MANAGER

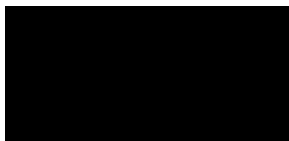
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## **PRESCRIBED INFORMATION FOR ELECTIONS in accordance with Section 189 *Fair Work (Registered Organisations) Act 2009* and Regulation 138 *Fair Work (Registered Organisations) Regulations 2009***

I, Angela Burroughs, being the Branch President of the Australian Education Union ACT Branch make the following statement:

1. I am authorised to sign this statement containing prescribed information for the ACT Branch of the Australian Education Union.
2. The following information is lodged under subsection 189(1) of the Fair Work (Registered Organisations) Act 2009 (the RO Act).
3. The elections that are required are set out in the table in Annexure A.
4. No rule alterations are pending that will impact the election.
5. This statement IS lodged at least 2 months before the nominations open for the election(s) in Annexure A.

Signed:

A black rectangular box redacting the signature of Angela Burroughs.

Dated: 28 February 2025

**NOTE:** This statement should be lodged with the Fair Work Commission at least 2 months prior to nominations opening. It can be submitted to [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au).

## **Annexure A**

- Elections that are required [insert as many pages as required]

Branch	Name of Office	Number required	Voting System Direct voting system; Collegiate electoral system	Reason for Election Scheduled; Casual vacancy; New office created; Insufficient nominations	Electorate
AEU ACT Branch	Branch Executive representative	Eight (8)	Direct Voting System	Scheduled	Public schools sector of ACT delegates (excluding school assistants), Rule 10.3.3 (a)
AEU ACT Branch	Branch Executive representative	One (1)	Direct Voting System	Scheduled	Public vocational education and training sector of the ACT delegate, Rule 10.3.3 (b)
AEU ACT Branch	Branch Executive representative	One (1)	Direct Voting System	Scheduled	School assistants in public school sector of the ACT delegate, Rule 10.3.3 (c)
AEU ACT Branch	Branch Executive alternate representative	One (1)	Direct Voting System	Scheduled	Public vocational education and training sector of the ACT delegate, Rule 10.3.3 (d) (i)
AEU ACT Branch	Branch Executive alternate representative	One (1)	Direct Voting System	Scheduled	School assistants in public school sector of the ACT delegate, Rule 10.3.3 (d) (ii)
AEU ACT Branch	Branch Secretary	One (1)	Direct Voting System	Scheduled	Financial members of the branch, Rule 23 and the Election Table.
AEU ACT Branch	Branch President	One (1)	Direct Voting System	Scheduled	Financial members of the branch, Rule 23 and the Election Table.
AEU ACT Branch	Branch Vice President – Public school sector	Two (2)	Direct Voting System	Scheduled	Financial members of the branch who are engaged in the public school sector in the ACT, Rule 23 and the Election Table.

AEU ACT Branch	Branch Vice President - public vocational education and training	One (1)	Direct Voting System	Scheduled	Financial members of the Branch who are engaged in the public vocational education and training sector in the ACT, Rule 23 and the Election Table.
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• Important dates:

	<b>Direct Voting System</b>
<b>Nominations OPEN</b>	<p>Branch Executive - To be determined by the returning officer (Rule 24.5.1 (a))</p> <p>Branch Secretary – To be determined by the returning officer</p> <p>Branch President – To be determined by the returning officer</p> <p>Vice President Public school sector – To be determined by the returning officer</p> <p>Vice President Vocational education and training sector – To be determined by the returning officer</p>
<b>Nominations CLOSE</b>	<p>Branch Executive - To be determined by the returning officer (Rule 24.5.1 (a))</p> <p>Branch Secretary – To be determined by the returning officer</p> <p>Branch President – To be determined by the returning officer</p> <p>Vice President Public school sector – To be determined by the returning officer</p> <p>Vice President Vocational education and training sector – To be determined by the returning officer</p>
<b>Roll of Voters cut off date</b>	<p>For Eight Branch Executive representatives the roll of voters is financial members of the Branch who are engaged in the public school sector in the ACT, excluding school assistants.</p> <p>For Public vocational education and training representative and alternate, the roll of voters is financial members of the Branch who are engaged in the public vocational education and training sector in the ACT.</p> <p>Cut off date – (Rule 24.6.2, 7 days before nominations open)</p>

	<p>For school assistant representative and alternate, the roll of voters is financial members of the Branch who are engaged as school assistants in the public school sector of the ACT.</p> <p>Cut off date (Rule 24.6.2, 7 days before nominations open)</p> <p>For the Branch Secretary, Branch President and Vice President positions, the roll of voters is financial members of the Branch who are engaged in the public school sector in the ACT.</p> <p>Cut off date (Rule 24.6.2, 7 days before nominations open)</p>
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**NOTES:** For insufficient nominations and casual vacancies, the date nominations open and close, unless specified in the rules, should be listed as ‘To be determined by the returning officer’. This also applies where rules are silent as to the nominated dates.

If the nomination dates are ‘To be Determined by the Returning Officer’, but your organisation has a preference, please state ‘To be Determined by Returning Officer’ and clearly indicate that your nominated date is a preference.

If the P.I. includes a position that is not an office, please refer to our template [Prescribed information for the election of officer and non-officer positions](#).

**ELECTION TABLE**

A. Office:	B. Eligibility Requirements to be a candidate	C. Eligibility requirements for nominators of candidates	D. Electorate	E. Election Regularity	F. Takes Office	G. Ceases Offices	H. Returning Officer
1. <b>Branch Council</b> -Sub-Branch delegate	Financial member of the Branch who is allocated to the Sub-Branch.	Financial members of the Branch who are allocated to the Sub- Branch.	Financial members of the Branch who are allocated to the Sub- Branch.	Every year on the 1 <sup>st</sup> Monday in May.	From 1 July or the date of the declaration of the election, whichever is the latest.	The following year on 30 June or the date of the declaration of the next election, whichever is the latest.	Branch Returning Officer (‘BRO’)
2. <b>Branch Executive -</b> Public school sector representative	Financial member of the Branch who is engaged in the public school sector in the ACT, excluding school assistants.	Financial members of the Branch who are engaged in the public school sector in the ACT, excluding school assistants.	Financial members of the Branch who are engaged in the public school sector in the ACT, excluding school assistants.	Every 2 years (alternate year to the election year for the Branch Secretary).	From 1 July or the date of the declaration of the election, whichever is the latest.	2 years later on 30 June or the date of the declaration of the next election, whichever is the latest.	AEC
3. <b>Branch Executive -</b> public vocational education and training sector representative	Financial member of the Branch who is engaged in the public vocational education and training sector in the ACT.	Financial members of the Branch who are engaged in the public vocational education and training sector in the ACT.	Financial members of the Branch who are engaged in the public vocational education and training sector in the ACT.	Every 2 years (alternate year to the election year for the Branch Secretary).	From 1 July or the date of the declaration of the election, whichever is the latest.	2 years later on 30 June or the date of the declaration of the next election, whichever is the latest.	AEC
4. <b>Branch Executive –</b> School assistants in the public school sector representative	Financial member of the Branch who is engaged as a school assistant in the public school sector of the ACT.	Financial members of the Branch who are engaged as school assistants in the public school sector of the ACT.	Financial members of the Branch who are engaged as school assistants in the public school sector of the ACT.	Every 2 years (alternate year to the election year for the Branch Secretary).	From 1 July or the date of the declaration of the election, whichever is the latest.	2 years later on 30 June or the date of the declaration of the next election, whichever is the latest.	AEC
5. <b>Branch Executive -</b> public vocational	Financial member of the Branch who is engaged in the	Financial members of the Branch who are engaged in the public	Financial members of the Branch who are engaged in the public	Every 2 years (alternate year to the election	From 1 July or the date of the declaration of	2 years later on 30 June or the date of the	AEC



A. Office:	B. Eligibility Requirements to be a candidate	C. Eligibility requirements for nominators of candidates	D. Electorate	E. Election Regularity	F. Takes Office	G. Ceases Offices	H. Returning Officer
education and training sector alternate representative	public vocational education and training sector in the ACT.	vocational education and training sector in the ACT.	vocational education and training sector in the ACT.	year for the Branch Secretary).	the election, whichever is the latest.	declaration of the next election, whichever is the latest.	
6. <b>Branch Executive</b> – School assistants in the public school sector alternate representative	Financial member of the Branch who is engaged as a school assistant in the public school sector of the ACT.	Financial members of the Branch who are engaged as school assistants in the public school sector of the ACT.	Financial members of the Branch who are engaged as school assistants in the public school sector of the ACT.	Every 2 years (alternate year to the election year for the Branch Secretary).	From 1 July or the date of the declaration of the election, whichever is the latest.	2 years later on 30 June or the date of the declaration of the next election, whichever is the latest.	AEC
7. <b>Branch Secretary</b>	A continuous financial member of the Branch for a period of at least 2 years	Financial members of the Branch	Financial members of the Branch	Every 2 years	From 1 January or the date of the declaration of the election, whichever is the latest.	The following year on 31 December or the date of the declaration of the next election, whichever is the latest.	AEC
8. <b>Branch President</b>	A continuous financial member of the Branch for a period of at least 2 years	Financial members of the Branch	Financial members of the Branch	Every 2 years	From 1 January or the date of the declaration of the election, whichever is the latest.	The following year on 31 December or the date of the declaration of the next election, whichever is the latest.	AEC
9. <b>Branch Vice President</b> - Public school sector	Financial member of the Branch who is engaged in the public school sector in the ACT.	Financial members of the Branch who are engaged in the public school sector in the ACT.	Financial members of the Branch who are engaged in the public school sector in the ACT.	Every 2 years (alternate year to the election year for the	From 1 January or the date of the declaration of the election,	The following year on 31 December or the date of the declaration of	AEC



A. Office:	B. Eligibility Requirements to be a candidate	C. Eligibility requirements for nominators of candidates	D. Electorate	E. Election Regularity	F. Takes Office	G. Ceases Offices	H. Returning Officer
				Branch Secretary)	whichever is the latest.	the next election, whichever is the latest.	
<b>10 Branch Vice President - public vocational education and training sector</b>	Financial member of the Branch who is engaged in the public vocational education and training sector in the ACT.	Financial members of the Branch who are engaged in the public vocational education and training sector in the ACT.	Financial members of the Branch who are engaged in the public vocational education and training sector in the ACT.	Every 2 years (alternate year to the election year for the Branch Secretary)	From 1 January or the date of the declaration of the election, whichever is the latest.	The following year on 31 December or the date of the declaration of the next election, whichever is the latest.	AEC
<b>11 Sub-branch President, sub-branch Deputy President and sub-branch Secretary</b>	Financial member of the Branch who is allocated to the sub-branch.	Financial members of the Branch who are allocated to the sub-branch.	Financial members of the Branch who are allocated to the sub-branch.	Every year on the 1 <sup>st</sup> Monday in May.	From 1 July or the date of the declaration of the election, whichever is the latest.	The following year on 30 June or the date of the declaration of the next election, whichever is the latest.	BRO
<b>12 Branch TAFE Council – delegates from TAFE sub-branches</b>	Financial member of the TAFE sub-branch who is allocated to the sub-branch.	Financial members of the Branch who are allocated to the TAFE sub-branch.	Financial members of the Branch who are allocated to the TAFE sub-branch.	Every year on the 1 <sup>st</sup> Monday in May.	From 1 July or the date of the declaration of the election, whichever is the latest.	The following year on 30 June or the date of the declaration of the next election, whichever is the latest.	BRO
<b>13 Branch TAFE Council – alternative delegates from TAFE sub-branches</b>	Financial member of the TAFE sub-branch who is allocated to the sub-branch.	Financial members of the Branch who are allocated to the TAFE sub-branch.	Financial members of the Branch who are allocated to the TAFE sub-branch.	Every year on the 1 <sup>st</sup> Monday in May.	From 1 July or the date of the declaration of the election, whichever is the latest.	The following year on 30 June or the date of the declaration of the next election,	BRO

	A. Office:	B. Eligibility Requirements to be a candidate	C. Eligibility requirements for nominators of candidates	D. Electorate	E. Election Regularity	F. Takes Office	G. Ceases Offices	H. Returning Officer
							whichever is the latest.	
14	<b>Federal Executive Members</b>	Branch President who is a financial member of the Branch and who is a General Division member. See rule 25.6 for further detail.	Financial member of the Branch who is a member of the Branch Executive.	Financial members of the Branch who are a member of the Branch Executive.	Every 2 years	From 1 March or the date of the declaration of the election, whichever is the latest.	The following year on the last day of February or the date of the declaration of the next election, whichever is the latest.	BRO or AEC
15	<b>National ATSIEC (General Division) Member</b>	Financial member of the Branch who is on the General Division Indigenous Members' Roll maintained by the Branch Secretary.	Financial member of the Branch who is on the General Division Indigenous Members' Roll maintained by the Branch Secretary. (Where there are insufficient members on the General Division Indigenous Members' Roll to meet the nomination requirements of Federal Branch Rule 33A (3)(a) and Federal Branch Rule 6 (E)(b), the nominator and seconder may be members of the General Division who are not on the General Division Indigenous Members' Roll, provided that the member being nominated must be a General Division Aboriginal or Torres Strait Islander member.)	Financial member of the Branch who is on the General Division Indigenous Members' Roll maintained by the Branch Secretary.	Every 2 years	From 1 January or the date of the declaration of the election, whichever is the latest.	The following year on 31 December or the date of the declaration of the next election, whichever is the latest.	AEC
16	<b>National ATSIEC (TAFE Division) member</b>	Financial member of the Branch who is on the TAFE Division Indigenous Members' Roll	Financial member of the Branch who is on the TAFE Division Indigenous Members' Roll maintained by the Branch Secretary. (Where there are insufficient members on the TAFE Division Indigenous Members' Roll	Financial member of the Branch who is on the TAFE Division Indigenous Members' Roll maintained by the Branch Secretary	Every 2 years	From 1 January or the date of the declaration of the election, whichever is the latest.	The following year on 31 December or the date of the declaration of the next election,	AEC

A. Office:	B. Eligibility Requirements to be a candidate	C. Eligibility requirements for nominators of candidates	D. Electorate	E. Election Regularity	F. Takes Office	G. Ceases Offices	H. Returning Officer
	maintained by the Branch Secretary.	to meet the nomination requirements of Federal Branch Rule 33A (4)(a) and Federal Branch Rule 6 (E)(b), the nominator and seconder may be members of the TAFE Division who are not on the TAFE Division Indigenous Members' Roll, provided that the member being nominated must be a TAFE Division Aboriginal or Torres Strait Islander member.)				whichever is the latest.	
<b>17 National Principal Committee [General Division] member</b>	Financial member of the Branch who is a General Division member and a Principal member.	Financial member of the Branch who is a General Division member and Principal member.	Financial member of the Branch who is allocated to the General Division.	Every 2 years	From 1 January or the date of the declaration of the election, whichever is the latest.	The following year on 31 December or the date of the declaration of the next election, whichever is the latest.	AEC
<b>18 National Early Childhood Committee [General Division] member</b>	Financial member of the Branch who is a General Division member.	Financial member of the Branch who is a General Division member.	Financial member of the Branch who is allocated to the General Division.	Every 2 years	From 1 January or the date of the declaration of the election, whichever is the latest.	The following year on 31 December or the date of the declaration of the next election, whichever is the latest.	AEC
<b>19 National TAFE Council Delegate</b>	Financial member of the Branch who is assigned to the TAFE Division.	Financial member of the Branch who is assigned to the TAFE Division.	Financial member of the Branch who is assigned to the TAFE Division.	Every 2 years	From 1 January or the date of the declaration of the election, whichever is the latest.	The following year on 31 December or the date of the declaration of the next election,	AEC

	A. Office:	B. Eligibility Requirements to be a candidate	C. Eligibility requirements for nominators of candidates	D. Electorate	E. Election Regularity	F. Takes Office	G. Ceases Offices	H. Returning Officer
							whichever is the latest.	
20	<b>TAFE Council Executive Members</b>	Financial member of the Branch who is assigned to the TAFE Division.	Financial member of the Branch who is assigned to the TAFE Division.	Financial member of the Branch who is assigned to the TAFE Division.	Every 2 years	From 1 January or the date of the declaration of the election, whichever is the latest.	The following year on 31 December or the date of the declaration of the next election, whichever is the latest.	AEC