



Australian Government
Australian Industrial Registry

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7799
Fax: (03) 9654 6672

Mr Doug Cameron
National Secretary
Automotive, Food, Metals, Engineering,
Printing and Kindred Industries Union
PO Box 160
GRANVILLE NSW 2142

Dear Mr Cameron,

**Re: Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union
Supplementary s269(1) Statements - Political Fund - FR2004/242 - 248
Revised Secretary's Certificate - Victorian Branch - s279(6).**

I acknowledge receipt of your letter of 16 June 2004 which provided two supplementary s269(1) statements which set out additional grants and donations made by the Political Fund of the organisation during the financial years ending 30 September 2002 and 2003. Your comments concerning the relevant grants and donations have been noted and the statements have been placed on a file that is not available to the general public in accordance with s269(3).

I also acknowledge receipt of your letter of 19 July 2004 which provided a revised Secretary's Certificate from the Victorian Branch. This document has now been filed.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Andrew Schultz'.

Andrew Schultz
Statutory Services Branch
Principal Registry

29 July 2004



Australian Government
Australian Industrial Registry

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7799
Fax: (03) 9654 6672

Mr Doug Cameron
National Secretary
Automotive, Food, Metals, Engineering,
Printing and Kindred Industries Union
PO Box 160
GRANVILLE NSW 2142

Dear Mr Cameron,

**Re: Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union
Financial Documents - year ended 30 September 2003**

National Council	FR2004/242
Victoria	FR2004/243
New South Wales	FR2004/244
Queensland	FR2004/245
Tasmania	FR2004/246
South Australia	FR2004/247
Western Australia	FR2004/248

I acknowledge receipt of the financial documents lodged under s280(1) of the *Workplace Relations Act 1996* (the Act) for the abovementioned organisation and its branches for the year ended 30 September 2003. The documents were lodged in the Industrial Registry on 21 April 2004.

I also acknowledge receipt of a s269(1) statement setting out the total loans, grants and donations made by the organisation during the year ending 30 September 2003. This statement, which was received with the abovementioned documents, has been placed on a file that is not available to the general public.

The financial returns for the National Office and the New South Wales, Queensland, South Australian, Tasmanian and Western Australian Branches have been filed. The financial return for the Victorian Branch will be filed once the revised certificate from the Victorian State Secretary has been received (as discussed below).

The following matters require your further attention:

Victorian Branch

The Act requires that there be an interval of at least 7 days between the finalisation of a branch's accounts, certificates and auditor's report and the presentation of these documents to a meeting. The 7 day interval seeks to ensure that members have sufficient time to view financial documents in detail prior to endorsing them at a meeting. This requirement is set out in subsection 279(6) of the Act.

It is noted that the Accounting Officer's Certificate, the Committee of Management's Certificate and the Auditor's Report for the Victorian branch were all *signed* and *presented* to a meeting on the same day (12 November 2003) and therefore the minimum interval of seven days has not been met.

Action required: The documents are required to be presented to another meeting of the Victorian Branch under section 279(6). A revised Secretary's Certificate should then be forwarded by the Victorian Secretary to the Registry to confirm that this has been done.

Political Fund - disclosure of donations - s269(1)

The financial documents for the National Office for year ending 30 September 2003 include a separately audited return for the Political Fund, showing comparative figures for that Fund for year ending 30 September 2002. In the two financial years the amounts for donations disclosed from the Political Fund (\$156,500 for 2002; \$20,350 for 2003) are inconsistent with the total donations disclosed by the National Office and branches for the same period (\$46,440 for 2002; \$32,887 for 2003).

On its face it appears that all donations may not have been fully disclosed by the National Office and branches in the year ending 30 September 2002. Further, for the year ending 30 September 2003 it is not clear whether the donations of \$20,350 disclosed by the Political Fund are included in the \$32,887 total provided by the National Office and branches or whether the \$20,350 is an additional amount. While we have taken into account that the classification of certain items as 'donations' are sometimes more accurately identified as 'affiliation fees', and vice versa, we seek clarification in this respect.

Regulation 107(a), which applies to the subject reports, seeks to delineate between 'affiliation fees' and 'donations' in the following way:

"(ix) the total amount paid by the organisation as fees and periodic contributions in respect of its affiliation to any political party, any federation, congress, council or group of organisations, or any international body having an interest in industrial matters..."

(xiii) the total amount of donations or grants made by the organisation:"

Action required (Y/E 30 Sep 2002): Subject to the above comments, the organisation should lodge a revised s269(1) statement which sets out the relevant details for *all* donations made by the organisation in excess of \$1,000 during that year.

Action required (Y/E 30 Sep 2003): If the \$20,350 itemised as a donation in the Political Fund is an additional amount, the organisation should lodge a revised s269(1) statement to provide the relevant particulars for all donations made in excess of \$1,000.

The following matters are advised for your assistance when preparing future financial documents -

Victorian Branch - Remuneration paid to officers or employees?

The Victorian Branch accounts disclosed an amount of \$17,805 for 'Salaries' but did not indicate whether this was paid to *officers* or *employees* as presently required by reg 107(a)(xiv) & (xv) and will in future be required by the RAO Financial Reporting Guidelines (see www.airc.gov.au/organisations/rao/rao.html (at points 11(g) and (h))).

Future financial returns for this branch should ensure that this information is clearly disclosed.

Tasmanian Accounting Officer's Certificate undated

The Tasmanian Accounting Officer's Certificate was undated. All such documents should be dated as a matter of course.

Future financial returns to be lodged under Schedule 1B (RAO Schedule)

On 12 May 2003 all provisions concerning registered organisations were amended and removed from the *Workplace Relations Act 1996* and now form Schedule 1B to the Act (the *RAO (Registration and Accountability of Organisations) Schedule*). The new financial reporting requirements under the RAO Schedule will apply to the next financial reports for year ending 30 September 2004.

The RAO Schedule is available at:

- http://www.airc.gov.au/procedures/schedule_1b/schedule_1b.html

The RAO Regulations are available at:

- <http://www.airc.gov.au/procedures/raoreg/raorg.html>.

Please also refer to the *Industrial Registrar's Reporting Guidelines for the purposes of section 253 of RAO Schedule* at:

- <http://www.airc.gov.au/organisations/rao/rao.html>.

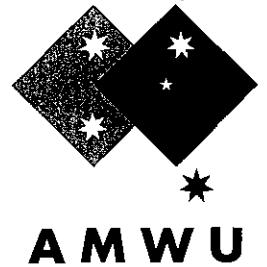
If you have any queries about any of the issues raised in this letter, or relating to the new financial reporting requirements under the RAO Schedule, please contact me on (03) 8661 7799.

Yours faithfully,



Andrew Schultz
Statutory Services Branch
Principal Registry

27 May 2004



29 March 2004

Industrial Registrar
Australian Industrial Relations Commission
80 Collins Street
MELBOURNE VIC 3000

Dear Sir,

I certify that the Balance Sheets forwarded to you are a true and correct copy of the Reports, Accounts and Statements presented to meetings of the Union's branches and National Council 23 March in accordance with the provision of the Workplace Relations Act.

Yours faithfully

A handwritten signature in black ink, appearing to read "Doug Cameron", with a long, sweeping flourish extending to the right.

DOUG CAMERON
NATIONAL SECRETARY

WORKING FOR YOU

Australian Manufacturing
Workers' Union
Registered as AFMEPKIU
National Office
Level 4 133 Parramatta Rd
GRANVILLE NSW 2142
PO Box 160 Granville 2142
Telephone 02 9897 9133
Facsimile 02 9897 9274
amwu2@amwu.asn.au

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

**FINANCIAL REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2003**

COPY

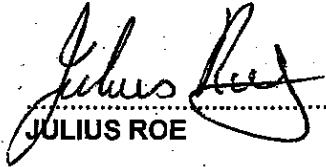
**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

COMMITTEE OF MANAGEMENT'S CERTIFICATE

We, **JULIUS ROE**, and **GLENN THOMPSON**, being two members of the Committee of Management of the Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union, National Council General Fund, do state on behalf of the Committee, and in accordance with a resolution passed by the Committee that:-

- [i] In the opinion of the Committee of Management, the attached accounts show a true and fair view of the financial affairs of the Union as at 30 September 2003.
- [ii] In the opinion of the Committee of Management, meetings of the Committee were held during the year ended 30 September 2003, in accordance with the rules of the Union.
- [iii] To the knowledge of any member of the Committee, there have been no instances where records of the Union or other documents (not being documents containing information made available to a member of the Union under Sub-Section 274 [2] of the Workplace Relations Act, 1996), or copies of these records or documents, or copies of the rules of the Union, have not been furnished, or made available to members in accordance with the requirements of the Workplace Relations Act, 1996, the Regulations thereto, or the rules of the Union.
- [iv] The Union has complied with Sub-Sections 279 [1] and [6] of the Workplace Relations Act, 1996 in relation to the financial accounts in respect of the year ended 30 September 2002, and the Auditors' Report thereon.


.....
JULIUS ROE


.....
GLENN THOMPSON

9 December 2003

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

ACCOUNTING OFFICER'S CERTIFICATE

I, **DOUGLAS CAMERON**, being the Officer responsible for keeping the accounting records of the Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union, National Council General Fund, certify that as at 30 September 2003, the number of members of the Union was 142,267.

In my opinion:

- [i] The attached accounts show a true and fair view of the financial affairs of the Union as at 30 September 2003.
- [ii] A record has been kept of all moneys paid by, or collected from, members and all moneys so paid or collected have been credited to the bank account to which those moneys are to be credited, in accordance with the rules of the Union.
- [iii] Before any expenditure was incurred by the Union, approval of the incurring of the expenditure was obtained in accordance with the rules of the Union.
- [iv] With regard to funds of the Union raised by compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made out of any such fund for purposes other than those for which the fund was operated.
- [v] All loans or other financial benefits granted to persons holding office in the Union during the financial year were authorised in accordance with the rules of the Union; and
- [vi] The register of members of the Union was maintained in accordance with the Workplace Relations Act, 1996.


.....
DOUGLAS CAMERON

9 December 2003

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

**STATEMENT OF FINANCIAL PERFORMANCE FOR THE
YEAR ENDED 30 SEPTEMBER 2003**

	Note	2003 \$	2002 \$
INCOME			
Contributions		32,123,140	30,922,313
Interest on Investments		935,657	683,799
Interest on Loans		805	4,114
Rent Received	10	4,139,690	4,586,626
Sundry Income	11	<u>(2,586)</u>	<u>279,098</u>
TOTAL INCOME		<u>37,196,706</u>	<u>36,475,950</u>
EXPENDITURE			
Depreciation			
Buildings		982,692	962,262
Computer Installation		429,676	546,113
Furniture & Fittings		121,154	164,994
Motor Vehicles		<u>425,592</u>	<u>574,098</u>
		<u>1,959,114</u>	<u>2,247,467</u>
Employee Benefits Expense			
Salaries	17	13,849,959	12,326,743
Redundancies	16	85,972	100,877
Annual Leave Increase in Provision		377,535	251,603
Long Service Leave Increase in Provision		315,261	259,515
Fringe Benefits Tax	12	205,004	70,648
Payroll Tax		198,876	155,337
Superannuation		<u>1,415,486</u>	<u>1,255,337</u>
		<u>16,448,093</u>	<u>14,420,060</u>
State Council Net Expenditure	9	<u>5,775,482</u>	<u>5,089,101</u>

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

**STATEMENT OF FINANCIAL PERFORMANCE FOR THE
YEAR ENDED 30 SEPTEMBER 2003 [Cont'd]**

	Note	2003 \$	2002 \$
EXPENDITURE [Cont'd]			
Other Expenses			
Affiliation Fees		552,684	505,344
Bank and Government Charges		204,512	146,600
Building Expenses		2,785,305	2,643,824
Collectors Expenses		57,185	93,889
Computing	13	948,246	814,978
Delegations	14	697,903	761,352
Donations		32,887	46,440
Freight		18,966	15,378
Funeral Benefits		120,650	120,427
General Office Expenses		107,973	140,139
Insurance		34,212	136,495
IMF Congress		0	78,878
Interest Paid		933,747	904,955
Mailing and Printing - State M/C Cards		334,594	356,131
MISTAS		179,757	44,069
Motor Vehicle Expenses	19	1,209,894	671,291
Organising Unit	20	0	916,841
Postage		29,050	36,550
Printing and Distribution - AMWU News		544,910	428,318
Printing and Distribution - Newsletters		148,505	146,416
Printing and Stationery		616,598	583,804
Professional Services	15	818,585	367,289
Publicity		232,844	204,034
Rent Paid	10	1,944,802	1,972,328
Research		131,133	124,491
Telephone		490,576	468,551
		<u>13,175,518</u>	<u>12,728,812</u>
TOTAL EXPENDITURE		37,358,207	34,485,440
OPERATING SURPLUS (DEFICIT) FOR YEAR		(161,501)	1,990,510
Add Surplus on Disposal of Assets	18	167,132	724,435
NET SURPLUS FOR YEAR		5,631	2,714,945
Add Accumulated Funds at Beginning of Year		39,997,467	37,282,522
ACCUMULATED FUNDS AT END OF YEAR		40,003,098	39,997,467

(The attached Notes 1 to 26 form part of these Accounts)

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

STATEMENT OF FINANCIAL POSITION AS AT 30 SEPTEMBER 2003

	Note	2003 \$	2002 \$
ACCUMULATED FUNDS		<u>40,003,098</u>	<u>39,997,467</u>
Represented by Net Assets as follows			
CURRENT ASSETS			
Cash Assets	7	<u>1,633,277</u>	<u>3,724,822</u>
Receivables			
Accrued Interest		51,276	41,383
Prepayments		667,151	614,963
Sundry Debtors	8	808,409	342,376
Loans secured by mortgage		<u>0</u>	<u>61,405</u>
		<u>1,526,836</u>	<u>1,060,127</u>
Investments			
Short Term Deposits		18,504,426	16,486,777
Sundry Investments		530,709	516,514
		<u>19,035,135</u>	<u>17,003,291</u>
TOTAL CURRENT ASSETS		<u>22,195,248</u>	<u>21,788,240</u>
NON CURRENT ASSET			
Property, Plant and Equipment			
Computer Equipment	3	711,395	734,354
Furniture and Fittings	4	357,487	408,554
Motor Vehicles	5	1,578,002	742,315
Properties	6	<u>43,022,825</u>	<u>37,582,506</u>
		<u>45,669,709</u>	<u>39,467,729</u>
Investments			
Sundry Investments		<u>946,131</u>	<u>946,131</u>
TOTAL NON CURRENT ASSETS		<u>46,615,840</u>	<u>40,413,860</u>
TOTAL ASSETS		<u>68,811,088</u>	<u>62,202,100</u>

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

STATEMENT OF FINANCIAL POSITION AS AT 30 SEPTEMBER 2003 (Cont'd)

	Note	2003 \$	2002 \$
LESS LIABILITIES			
CURRENT LIABILITIES			
Payables			
Sundry Creditors		403,095	374,791
Trust - Grants (including M.E.R.T)		1,071,932	1,315,848
National Council Political Fund		1,052,873	958,949
Hardship Fund	22	2,295,173	1,293,058
Education Fund	23	1,207,571	804,679
Vehicle Division Education Fund	24	43,529	0
Fairfax Chapel Dispute Fund		40,555	40,555
Australian Printing Federation		33,023	33,023
York Endowment		46,313	46,313
		<u>6,194,064</u>	<u>4,865,216</u>
Interest-bearing Liabilities			
Bank Bills Payable (secured)		<u>13,300,000</u>	<u>8,300,000</u>
Provisions			
Provision for Annual Leave		2,150,269	1,948,922
Provision for Long Service Leave		2,663,657	2,590,495
		<u>4,813,926</u>	<u>4,539,417</u>
TOTAL CURRENT LIABILITIES		<u>24,307,990</u>	<u>17,704,633</u>
NON CURRENT LIABILITIES			
Interest-bearing Liabilities			
Bank Bills Payable (secured)		<u>4,500,000</u>	<u>4,500,000</u>
TOTAL LIABILITIES		<u>28,807,990</u>	<u>22,204,633</u>
NET ASSETS		<u>40,003,098</u>	<u>39,997,467</u>

[The attached Notes 1 to 26 form part of these Accounts]

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

**STATEMENT OF CASH FLOWS FOR THE
YEAR ENDED 30 SEPTEMBER 2003**

	Note	2003 \$	2002 \$
CASH FLOW FROM OPERATING ACTIVITIES			
Contributions Received		32,123,140	30,922,313
Payments to Suppliers and Employees		(34,051,198)	(30,552,980)
Interest Received		999,131	848,208
Rent Received		2,576,387	2,950,717
Sundry Income		(2,586)	279,098
NET CASH PROVIDED BY OPERATING ACTIVITIES	26	<u>1,644,874</u>	<u>4,447,356</u>
CASH FLOW FROM INVESTING ACTIVITIES			
Proceeds from Sale of Investments		36,959	505,361
Proceeds from Sale of Property, Plant and Equipment		2,006,833	998,752
Proceeds from Repayment of Mortgage Loans		61,405	2,597
Receipts for Other Funds		2,882,585	2,878,999
Payments for Property, Plant and Equipment		(10,037,754)	(448,428)
Payments for Investments		(14,195)	(17,074)
Payments for Other Funds		(1,370,634)	(1,418,572)
NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES		<u>(6,434,801)</u>	<u>2,501,635</u>
CASH FLOW FROM FINANCING ACTIVITIES			
Receipts from Bank Bills		5,000,000	0
Receipts on Behalf of Grants		198,522	601,411
Payments on Behalf of Grants		(482,491)	(417,058)
NET CASH PROVIDED BY FINANCING ACTIVITIES		<u>4,716,031</u>	<u>184,353</u>
NET INCREASE (DECREASE) IN CASH HELD		(73,896)	7,133,344
Cash at Beginning of Year		<u>20,211,599</u>	<u>13,078,255</u>
CASH AT END OF YEAR	25	<u>20,137,703</u>	<u>20,211,599</u>

[The attached Notes 1 to 26 form part of these Accounts]

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2003**

1. STATEMENT OF ACCOUNTING POLICIES

The financial report is a general purpose financial report prepared and presented in accordance with applicable Accounting Standards, other mandatory professional reporting requirements and the Workplace Relations Act, 1996. The report has also been prepared on the basis of historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the significant accounting policies adopted by the National Council in the preparation of the financial report.

- a] All membership contributions are paid direct to the National Council and are accounted for on a cash receipts basis.
- b] All Fixed Assets including those located at State Council Offices are recorded in the Statement of Financial Position of the National Council General Fund and all depreciation thereon is reflected in the National Council General Fund Statement of Financial Performance.
- c] Depreciation of Fixed Assets is calculated on the straight line basis in order to write the assets off over their useful lives to the National Council.
- d] Provisions for employee benefits in the form of Annual Leave and Long Service Leave have been made for the estimated entitlements of all employees, including those of State Councils, on the basis of their terms of employment.

In the case of Long Service Leave, the provision has been measured by reference to periods of service and current salary rates as it is considered that this results in an amount not materially different to that achieved by discounting estimated future cash flows.
- e] No provision for Income Tax is necessary as the Union is exempt from income tax under Section 50-15 of the Income Tax Assessment Act.

2. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act, 1996, the attention of members is drawn to the provisions of Sub-Sections [1], [2] and [3] of Section 274 which read as follows:-

- [1] A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.
- [2] An organisation shall, on application made under Sub-Section [1] by a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.
- [3] A Registrar may only make an application under Sub-Section [1] at the request of a member of the organisation concerned, and the Registrar shall provide to a member information received of an application made at the request of the member.

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2003 [Cont'd]**

	Note	2003 \$	2002 \$
3. COMPUTER EQUIPMENT			
Cost		7,564,018	7,169,277
Less Accumulated Depreciation		<u>6,852,623</u>	<u>6,434,923</u>
		<u>711,395</u>	<u>734,354</u>
4. FURNITURE AND FITTINGS			
Cost		4,662,073	4,594,347
Less Accumulated Depreciation		<u>4,304,586</u>	<u>4,185,793</u>
		<u>357,487</u>	<u>408,554</u>
5. MOTOR VEHICLES			
Cost		2,135,374	1,895,550
Less Accumulated Depreciation		<u>557,372</u>	<u>1,153,235</u>
		<u>1,578,002</u>	<u>742,315</u>
6. PROPERTIES - Cost			
Land		6,930,000	5,755,000
Buildings		<u>46,564,912</u>	<u>41,567,791</u>
		53,494,912	47,322,791
Less Accumulated Depreciation on Buildings		<u>10,472,087</u>	<u>9,740,285</u>
		<u>43,022,825</u>	<u>37,582,506</u>
7. CASH AND BANK BALANCES			
Advances and Floats		51,376	40,847
Bank Accounts			
National Council General Fund		1,061,041	3,278,669
State Council General Fund Accounts	9	137,328	30,555
Recoverable Deposits		12,802	12,802
Cash in Transit		<u>370,730</u>	<u>361,949</u>
		<u>1,633,277</u>	<u>3,724,822</u>

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2003 [Cont'd]**

	2003 \$	2002 \$
8. SUNDRY DEBTORS		
National Entitlement Security Trust	406,390	224,175
Other	<u>402,019</u>	<u>118,201</u>
	<u>808,409</u>	<u>342,376</u>
<p>National Council has transferred monies to Nest in order to secure the current provision of long service leave entitlements for its employees, officers and officials.</p>		
9. STATE COUNCIL BANK BALANCES		
Bank Balances at Beginning of Year	30,555	124,500
Add Transfers from National Office	<u>6,130,181</u>	<u>5,302,869</u>
	6,160,736	5,427,369
Less State Council Payments (Net)	<u>6,023,408</u>	<u>5,396,814</u>
BANK BALANCES AT END OF YEAR	<u>137,328</u>	<u>30,555</u>
State Council Payments comprise:		
State Council Net Expenditure	5,775,482	5,089,101
Movement in State Council Debtors/Creditors	<u>247,926</u>	<u>307,713</u>
	<u>6,023,408</u>	<u>5,396,814</u>
<p>State Council Net Expenditure for the 2002 year excluded cheques drawn by National Office to pay expenditure incurred by Victorian State Council amounting to \$318,767. This expenditure was allocated to the items in the Statement of Financial Performance to which they related.</p>		
10. RENTS RECEIVED/RENTS PAID		
Rents applicable to the Union's occupancy of its own premises are assessed at market value and included in these financial accounts as both Rents Received and Rents Paid.	<u>1,563,303</u>	<u>1,635,909</u>
11. SUNDRY INCOME		
Lease of Equipment	0	7,375
Superannuation Fund Surplus	0	264,896
Sundry	<u>(2,586)</u>	<u>6,827</u>
	<u>(2,586)</u>	<u>279,098</u>
12. FRINGE BENEFIS TAX		
<p>In the prior year State Councils were responsible for paying their portion of FBT, whereas in the current year National Council is, from 1 April 2003, responsible for the total FBT payable to the ATO.</p>		

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2003 [Cont'd]**

	2003 \$	2002 \$
13. COMPUTING		
Consultancy Fees	438,625	284,280
Maintenance	161,884	309,498
Software	76,462	84,298
Other	271,275	136,902
	<u>948,246</u>	<u>814,978</u>
14. DELEGATIONS		
Employees	467,048	514,687
Members	109,398	143,308
	<u>576,446</u>	<u>657,995</u>
International	121,457	103,357
	<u>697,903</u>	<u>761,352</u>
15. PROFESSIONAL SERVICES		
Auditors		
Audit Fees	59,000	52,000
Other Services	0	9,975
	<u>59,000</u>	<u>61,975</u>
Legal Expenses	759,585	305,314
	<u>818,585</u>	<u>367,289</u>
16. SALARIES - REDUNDANCIES		
Payments to Employees	31,354	68,302
Payments to Officials	54,618	32,575
	<u>85,972</u>	<u>100,877</u>
17. SALARIES		
Employees	3,305,115	3,057,937
Officers and Officials	10,544,844	9,268,806
	<u>13,849,959</u>	<u>12,326,743</u>

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2003 [Cont'd]**

	2003 \$	2002 \$
18. SURPLUS ON DISPOSAL OF ASSETS		
Computer Installation	6,721	0
Investments - Shares	36,959	482,025
Motor Vehicles	43,662	(44,214)
Properties	78,309	286,524
Sale of Surplus Furniture	1,481	100
	<u>167,132</u>	<u>724,435</u>
19. MOTOR VEHICLE EXPENSES		
Leasing	1,000,211	568,062
Registrations and Running Expenses	209,683	103,229
	<u>1,209,894</u>	<u>671,291</u>
20. ORGANISING UNIT		
Salaries - Employees	0	0
- Officials	0	704,560
Other	0	212,281
	<u>0</u>	<u>916,841</u>
Organising Unit expenditure for the 2003 year has been reallocated to the items in the Statement of Financial Performance to which they relate.		
21. OPERATING LEASE COMMITMENTS		
In respect of computer equipment and motor vehicles, payable:		
- not later than 1 year	787,872	900,188
- later than 1 year but not later than 5 years	255,876	924,865
	<u>1,043,748</u>	<u>1,825,053</u>
22. HARDSHIP FUND		
Balance brought forward	1,293,058	29,665
Add Contributions	1,524,793	1,611,793
Less Benefit Payments	522,678	348,400
	<u>2,295,173</u>	<u>1,293,058</u>

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

**NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2003 [Cont'd]**

	Note	2003 \$	2002 \$
23. EDUCATION FUND			
Balance brought forward		804,679	267,419
Add Contributions		508,265	537,260
Less Amounts Expended on Education Projects		<u>105,373</u>	<u>0</u>
		<u>1,207,571</u>	<u>804,679</u>
24. VEHICLE DIVISION EDUCATION FUND			
Balance brought forward		0	0
Add Contributions		48,823	0
Less Amounts Expended on Education Projects		<u>5,294</u>	<u>0</u>
		<u>43,529</u>	<u>0</u>
25. RECONCILIATION OF CASH			
Cash at the end of the financial year as shown in the statement of cash flows is reconciled to items in the balance sheet as follows			
Cash and Bank Balances	7	1,633,277	3,724,822
Short Term Deposits		<u>18,504,426</u>	<u>16,486,777</u>
		<u>20,137,703</u>	<u>20,211,599</u>
26. CASH FLOW INFORMATION			
Reconciliation of Cash Flow from Operations with Net Surplus			
Net Surplus		5,631	2,714,945
Non-Cash Flows in Net Surplus			
Depreciation		1,959,114	2,247,467
Increase in Provisions for Employee Entitlements		274,509	(45,550)
Surplus on Sale of Shares, Property, Plant and Equipment		(167,132)	(724,435)
Transfer of Interest to Other Funds		72,562	80,246
Changes in Assets and Liabilities			
Increase in Creditors		28,304	98,700
Increase in Accrued Interest (Decrease 2002)		(9,893)	80,049
Increase in Prepayments (Decrease 2002)		(52,188)	39,764
Increase in Sundry Debtors		<u>(466,033)</u>	<u>(43,830)</u>
CASH FLOWS FROM OPERATIONS		<u>1,844,874</u>	<u>4,447,356</u>

COP

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL GENERAL FUND

INDEPENDENT AUDIT REPORT

To the members of the Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union.

SCOPE

We have audited the financial report of the Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union, National Council General Fund for the year ended 30 September 2003 as set out on pages 2 to 14. The Union's Committee of Management and Accounting Officer are responsible for the preparation and presentation of the financial report and the information it contains. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the Union.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with accounting standards and other mandatory professional reporting requirements in Australia and other statutory requirements so as to present a view of the Union which is consistent with our understanding of its financial position, the results of its operations and its cash flows.

The audit opinion expressed in this report has been formed on the above basis.

AUDIT OPINION

We have received all the information and explanations required for the purposes of our audit.


In our opinion:

- [i] There were kept by the Union in respect of the period under review, satisfactory records detailing the sources and nature of income of the Union [including income from members] and the nature and purposes of expenditure, and
- [ii] The attached financial report including the Certificates of the Committee of Management and the Accounting Officer is prepared in accordance with Section 273 of the Workplace Relations Act, 1996. The financial report has been prepared from the accounting records of the Union and is properly drawn up so as to give a true and fair view of:
 - [a] the financial position of the Union as at 30 September 2003; and
 - [b] the financial performance of the Union for the year ended on that date;

and is in accordance with Accounting Standards and other mandatory professional reporting requirements in Australia.



A.J. WILLIAMS & CO.
Chartered Accountants.



D.S. McLEAN,
Registered Company Auditor.
SYDNEY NSW 2000
9 December 2003

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL POLITICAL FUND

**FINANCIAL REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2003**

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL POLITICAL FUND

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 SEPTEMBER 2003**

	2003 \$	2002 \$
INCOME		
Contributions	795,717	716,601
Interest Received	<u>32,820</u>	<u>19,473</u>
TOTAL INCOME	<u>828,537</u>	<u>736,074</u>
EXPENDITURE		
Affiliation Fees	614,803	499,676
Audit and Accountancy Fees	3,400	3,000
Bank and Government Charges	241	194
Campaigns – Advertising	16,652	0
Delegations	0	11,779
Donations	20,350	156,500
Election Expenses - Advertising	18,883	0
Marginal Seats Campaign	0	96,668
Postage, Printing & Stationery	0	5,987
Promotional Material	21,730	0
Research	<u>15,000</u>	<u>0</u>
TOTAL EXPENDITURE	<u>711,059</u>	<u>773,804</u>
SURPLUS (DEFICIT) FOR YEAR	117,478	(37,730)
Accumulated Surplus at Beginning of Year	<u>955,408</u>	<u>993,138</u>
ACCUMULATED SURPLUS AT END OF YEAR	<u>1,072,886</u>	<u>955,408</u>

[The attached Note forms part of these Accounts]

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL POLITICAL FUND

STATEMENT OF FINANCIAL POSITION AS AT 30 SEPTEMBER 2003

	2003 \$	2002 \$
ACCUMULATED FUNDS	<u>1,072,886</u>	<u>955,408</u>
Represented by Net Assets as follows		
ASSETS		
Cash at Bank	2,217	2,354
Prepayments	17,801	22,339
National Council General Fund	<u>1,052,868</u>	<u>956,945</u>
	<u>1,072,886</u>	<u>981,638</u>
LESS LIABILITIES		
Sundry Creditors	<u>0</u>	<u>26,230</u>
NET ASSETS	<u>1,072,886</u>	<u>955,408</u>

[The attached Note forms part of these Accounts]

COPY

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL POLITICAL FUND

**NOTE TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2003**

STATEMENT OF ACCOUNTING POLICIES

The accounts have been prepared and presented in accordance with applicable Accounting Standards, other mandatory professional reporting requirements and the Workplace Relations Act, 1996. The accounts have also been prepared on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the significant accounting policies adopted by the economic entity in the preparation of the accounts.

- [a] Contributions are accounted for on a cash receipts basis.
- [b] No provision for Income Tax is necessary as the Union is exempt from Income Tax under Section 50 - 15 of the Income Tax Assessment Act.

**AUTOMOTIVE, FOOD, METALS, ENGINEERING,
PRINTING AND KINDRED INDUSTRIES UNION**

NATIONAL COUNCIL POLITICAL FUND

INDEPENDENT AUDIT REPORT

To the members of the Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union.

SCOPE

We have audited the financial report of the Automotive, Food, Metals, Engineering, Printing and Kindred Industries Union, National Council Political Fund for the year ended 30 September 2003 as set out on pages 2 to 4. The Union's Committee of Management and Accounting Officer are responsible for the preparation and presentation of the financial report and the information it contains. We have conducted an independent audit of this financial report in order to express an opinion on it to the members of the Union.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with Australian accounting standards and other mandatory professional reporting requirements in Australia and other statutory requirements so as to present a view of the Political Fund which is consistent with our understanding of its financial position and the results of its operations.

The audit opinion expressed in this report has been formed on the above basis.

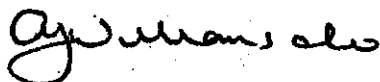
AUDIT OPINION

We have received all the information and explanations required for the purposes of our audit.

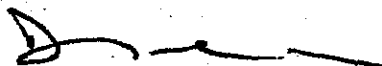
In our opinion:

- [i] There were kept by the Union in respect of the year under review, satisfactory records detailing the sources and nature of income of the Political Fund [including income from members] and the nature and purposes of expenditure, and
- [ii] The attached financial report is prepared in accordance with Section 273 of the Workplace Relations Act, 1996. The financial report has been prepared from the accounting records of the Union and is properly drawn up so as to give a true and fair view of:
 - [a] the financial position of the Political Fund as at 30 September 2003; and
 - [b] the financial performance of the Political Fund for the year ended on that date;

and is in accordance with Australian Accounting Standards and other mandatory professional reporting requirements in Australia.



A.J. WILLIAMS & CO.
Chartered Accountants.



D.S. McLEAN.
Registered Company Auditor.
2 Market Street,
SYDNEY NSW 2000
9 December 2003

COPY