



FAIR WORK  
AUSTRALIA

8 April 2011

Jeff Griffiths  
National President  
Australasian Convenience and Petroleum Marketers Association  
PO Box 3036  
PARRAMATTA NSW 2124

By email: [elishar@acapma.com.au](mailto:elishar@acapma.com.au)

Dear Mr Griffiths,

**Section 233 - Obligation to lodge information with Fair Work Australia  
Annual Return of Information for year 2011 – AR 2011/2595**

Thank you for the 2011 annual return of information made in accordance with subsection 233(1)(a) and (b) of the *Fair Work (Registered Organisations) Act 2009* for the Australasian Convenience and Petroleum Marketers Association. The documents were lodged with Fair Work Australia on 29 March 2011.

The documents have been filed and no further action is requested.

Yours sincerely,

Robert Pfeiffer  
Tribunal Services and Organisations  
Fair Work Australia

AR2011/2595



Att: Robert Pfeiffer  
Tribunal Services and Organisations  
Fair Work Australia  
11 Exhibition Street  
Melbourne VIC 3000  
Robert.pfeiffer@fwa.gov.au  
SENT VIA: email



14/3/2011

Dear Robert,

**Re: Annual Return of Information for Registered Organisations under the Fair Work (Registered Organisations) Act 2009 Cth**

**Annual Return for the Australasian Convenience and Petroleum Marketers Association (ACAPMA,) ABN: 71 506 540 351, for year ended: 2011**

Please find following a copy of the information required under the Act along with declarations pertaining to the maintenance of records.

Should you require any further information or assistance please do not hesitate to contact me or the office on 1300 160 270.

Kindest Regards

Jeff Griffiths  
National President  
Board of Management  
Australasian Convenience and Petroleum Marketers Association  
1300 160 270  
eml: c/o [elishar@acapma.com.au](mailto:elishar@acapma.com.au)



Tel 1300 160 270  
Fax 02 8078 0629  
Postal PO Box 3036 Parramatta 2124  
[www.acapma.com.au](http://www.acapma.com.au)

- **Maintenance of Register of Members [s233(1)(a)]**

A declaration by the secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, been kept and maintained as required by ss230(1)(a) and (2)

**Designated Officer's Certificate**

I *Jeff Griffiths* being the *President of the Board of Representatives of the Australasian Convenience and Petroleum Marketers Association* certify:

that the Register of Members has been kept and maintained as required by paragraph 230(1)(a) and subsection 230(2); and is available at Level 4, 2-12 Macquarie Street, Parramatta, New South Wales, 2150

Signature:



Date:

*18/3/2011*

- **List of Offices [s233(1)(b)]**

A list of the offices in the organisation and each branch (a record of which is required to be kept in accordance with s230(1)(b)) (note the definition of "office" and "officer" in ss 6 & 9)

- Officers
  - National President (1)
  - National Vice President (1)
  - Treasurer (1)
  - Board of Management Representatives (3)
- Branches
  - Sydney – L4, 2-12 Macquarie Street, Parramatta, 2150, PO Box 3036, Parramatta, 2124
  - Melbourne – L3, 289 Wellington Pde Sth, East Melbourne, 3002, PO Box 852, East Melbourne, 3002

- **List of Office holders [s233(1)(b)]**

A list of the names, postal addresses and occupations of the persons holding the offices (a record of which is required to be kept in accordance with s230(1)(c)) (note the definition of "office" and "officer" in ss 6 & 9)

<b>Board Register</b>		<b>(extract for Annual Return)</b>		<b>2010/2011</b>	
<b>Position: Sole Board of Management Representative (1) for New South Wales</b>					
				<b>Wade Death</b>	
				Caltex Energy NSW	
				PO Box 6144	
				Blacktown NSW 2147	
				Occupation – Fuel Marketer	
<b>Office Held:</b>		<b>Board of Management Representative</b>			
<b>Position: Sole Board of Management Representative (1) for South Australia</b>					
				<b>Trevor Bayliss</b>	
				Adelaide Fuel Distributors Pty Ltd	
				PO Box 81	
				Old Noarlunga SA 5168	
				Occupation – Fuel Marketer	
<b>Office Held:</b>		<b>Board of Management Representative</b>			
<b>Position: Sole Board of Management Representative (1) for Tasmania</b>					
				<b>Troy Bennett</b>	
				Bennett's Petroleum Supplies Pty Ltd	
				PO Box 436	
				Moonah TAS 7009	
				Occupation – Fuel Marketer	
<b>Office Held:</b>		<b>Board of Management Representative</b>			
<b>Position: Sole Board of Management Representative (1) for Queensland</b>					
				<b>Michael Hollows</b>	
				Pacific Petroleum Products Pty Ltd	
				PO Box 988	
				Archerfield QLD 4108	
				Occupation – Fuel Marketer	
<b>Office Held:</b>		<b>TREASURER and Board of Management Representative</b>			
<b>Position: Sole Board of Management Representative (1) for Western Australia</b>					
				<b>Allan McWhirter</b>	
				Great Southern Fuels	
				PO Box 136	
				Lake Grace WA 6353	
				Occupation – Fuel Marketer	
<b>Office Held:</b>		<b>NATIONAL VICE PRESIDENT and Board of Management Representative</b>			
<b>Position: Sole Board of Management Representative (1) for Victoria</b>					
				<b>Jeffery Griffiths</b>	
				Endeavour Stores Pty Ltd	
				PO Box 2443	
				Carrum Downs VIC 3201	
				Occupation – Fuel Marketer	
<b>Office Held:</b>		<b>NATIONAL PRESIDENT and Board of Management Representative</b>			

- **List of Branches [s233(1)(b)]**

A record of the name of each branch of the organisation (a record of which is required to be kept in accordance with s230(1)(d) and regulation 147)

- Head Office - Sydney
- Satellite Office - East Melbourne

- **New Branches [s233(1)(b)]**

A record of the name of each branch that commenced operation in the previous 12 months (a record of which is required to be kept in accordance with s230(1)(d) and regulation 147)

- Nil [0] New Branches in the 12 months to 31 December 2010

- **Old Branches [s233(1)(b)]**

A record of the name of each branch that ceased operation in the previous 12 months (a record of which is required to be kept in accordance with s230(1)(d) and regulation 147)

- Nil [0] Old Branches in the 12 months to 31 December 2010

- **Addresses of Organisation and Branches [s233(1)(b)]**

A record of the address of the office of the organisation and the address of the office of each branch (a record of which is required to be kept in accordance with s230(1)(d) and regulation 147)

- Head Office - Sydney  
**Physical Address**  
Level 4, South Tower,  
2-12 Macquarie Street,  
Parramatta NSW 2150  
**Postal Address**  
PO Box 3036  
Parramatta NSW 2124
- Satellite Office - East Melbourne  
**Physical Address**  
Level 3,  
289 Wellington Parade South,  
East Melbourne VIC 3002  
**Postal Address**  
PO Box 852  
East Melbourne VIC 3002

- **Elections in Organisation and Branches [s233(1)(b)]**

A record of each election that must, under the rules of the organisation, be held during each calendar year commencing 1 January for any offices in the organisation and branches of the organisation (i.e. for the calendar year in which the return is lodged) (a record of which is required to be kept in accordance with s230(1)(d) and regulation 147).

Note: this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s189 of the RO Act (see Fact Sheet 5)

- **NSW: Board of Management Representative (1)**
  - Last Election: AGM, November 2010
  - Due for Election: AGM, September 2012
- **VIC: Board of Management Representative (1)**
  - Last Election: AGM, September 2009
  - Due for Election: AGM, September 2011
- **SA: Board of Management Representative (1)**
  - Last Election: AGM, November 2010
  - Due for Election: AGM, September 2012
- **TAS: Board of Management Representative (1)**
  - Last Election: AGM, November 2010
  - Due for Election: AGM, September 2012
- **WA: Board of Management Representative (1)**
  - Last Election: AGM, September 2009
  - Due for Election: AGM, September 2011
- **QLD: Board of Management Representative (1)**
  - Last Election: AGM, September 2009
  - Due for Election: AGM, September 2011

- **Statement concerning number of members [s233(1)(b)]**

A record of the number of members on 31 December in the previous year, and, if the organisation has entered into an agreement relating to members of State unions under s151(1) of the RO Act - a record of the number of members of the organisation who were (on 31 December in the previous year) ineligible State members in relation to the organisation within the meaning of s150 of the RO Act (a record of which is required to be kept in accordance with s230(1)(d) and regulation 147)

- Number of Members as at 31 December 2010
  - Voting Members: 87
  - Trade Members: 28
  - Life Members: 3
  - Association Members: 0
- Australasian Convenience and Petroleum Marketers Association (ACAPMA) has not entered into agreement relating to members, of State unions under s151(1) of the RO Act
- Australasian Convenience and Petroleum Marketers Association (ACAPMA) has no Members that are ineligible State members as described in s150 of the RO Act

ENDS

