



1 December 2015

Mr Nic Moulis
Chief Executive Officer
Australasian Convenience and Petroleum Marketers Association
nicm@acapma.com.au

Dear Mr Moulis,

Notification of changes made to records [AR2015/90]

Further to correspondence dated 23 September 2015 regarding the Notification of Change to the street address of the Australasian Convenience and Petroleum Marketers Association, I write to remind you for previous Notifications of Change to Office Holders, Section 154D(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires the rules of organisations (and branches of organisations) to require each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be provided for in your organisation's rules.

Thank you for the notification.

Yours sincerely,

Debbie Ball

Debbie Ball
Regulatory Compliance Branch



23 September 2015

Mr Nic Moulis
Chief Executive Officer
Australasian Convenience and Petroleum Marketers Association
nicm@acapma.com.au

Dear Mr Moulis,

Notification of changes made to records [AR2015/90]

I acknowledge receipt of a Notification of Change to you Head Office address to Suite 1206, 56 Berry Street, North Sydney NSW 2060 of the Australasian Convenience and Petroleum Marketers Association.

This information was lodged with the Fair Work Commission (the Commission) on 22 September 2015 in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the Act). Our records have been updated accordingly. The document can be viewed on the Commission Website through the list of Registered Organisations - <http://www.fwc.gov.au/index.cfm?pagename=regorgslist>

Thank you for the notification.

Yours sincerely,

Debbie Ball

Debbie Ball
Regulatory Compliance Branch

11 Exhibition Street
Melbourne VIC 3000
GPO Box 1994
Melbourne VIC 3001

Telephone: (03) 8661 7777
Email : orgs@fwc.gov.au
Internet : www.fwc.gov.au

Tribunal Services and Organisations
Fair Work Commission
11 Exhibition Street
Melbourne VIC 3000
orgs@fwc.gov.au
SENT VIA: email

21/09/2015

To whom it may concern,

Re: Notification of Change of the Registered Head Offices of the Australasian Convenience and Petroleum Marketers Association.

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

Also please note that in accordance with sub-section 233 (2) of the Fair Work Registered Organisations Act I sign below to certify that, as the National Vice President, the Information lodged is a correct statement of the information contained in the organisation's 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



Trevor Bayliss
National Vice President
Board of Management
Australasian Convenience and Petroleum Marketers Association
1300 160 270
eml: c/o philips@acapma.com.au

- **Addresses of Organisation and Branches [s233(2)]**

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(d))

- Head Office - Sydney
 - Physical Address*
Suite 1206, 56 Berry St
North Sydney, NSW 2060
 - Postal Address*
Suite 1206, 56 Berry St
North Sydney, NSW, 2060

Declaration of Authorised Officer in Accordance with Regulation 150,
Fair Work (Registered Organisations) Regulations 2009

Notification of Changes of the Registered Head Office of the Organisation

I, Trevor Bayliss, of Suite 1206, 56 Berry St, North Sydney, NSW, 2060 am the Vice President of the Australasian Convenience and Petroleum Marketers Association and am authorised to give you this declaration that as of the 1st of September 2015 the Registered Head Office of the Organisation has changed to Suite 1206, 56 Berry St, North Sydney, NSW, 2060.



Trevor Bayliss
National Vice President
Australasian Petroleum Marketers Association
1300 160 270
Eml: c/o philips@acapma.com.au

ENDS



19 March 2015

Mr Mark McKenzie
Chief Executive Officer
Australasian Convenience and Petroleum Marketers Association

Email: mark@keypath.com.au

Dear Mr McKenzie

Annual Return of Information for 2015 [AR2015/90]

I acknowledge receipt on 25 February 2015 of Declaration by Mr Molineux providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009*.

The documents lodged cover the required information for the 2015 Annual Return of Information of Australasian Convenience and Petroleum Marketers Association.

The document can be viewed on the Fair Work Commission website through the List of Registered Organisations - <http://www.fwc.gov.au/index.cfm?pagename=regorgslist>

Yours sincerely



Margaret Williams
Regulatory Compliance Branch

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

25/02/2015

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: 2015

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

Also please note that in accordance with sub-section 233 (1) (b) of the Fair Work Registered Organisations Act I sign below to certify that, as the National President, the Annual Return lodged is a correct statement of the information contained in the organisation's 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



Philip Molineux
National President
Board of Management
Australasian Convenience and Petroleum Marketers Association
1300 160 270
eml: c/o philips@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 *Philip Molineux* being the *President of the Board of Management 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: 25/02/2015

- **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

- **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)

Board Register	(extract for Annual Return)	2013/2014
Position: Sole Board of Management Representative (1) for New South Wales		<p>Wade Death The Jack Rabbit Company Pty Ltd Unit 7/27 Crescent St Rozelle NSW 2039 Occupation – Fuel Marketer</p>
Office Held:	Board of Management Representative	
Position: Sole Board of Management Representative (1) for South Australia		<p>Trevor Bayliss Adelaide Fuel Distributors Pty Ltd PO Box 333 Enfield Plaza SA 5085 Occupation – Fuel Marketer</p>
Office Held:	NATIONAL VICE PRESIDENT and Board of Management Representative	
Position: Sole Board of Management Representative (1) for Tasmania		<p>Troy Bennett Bennett's Petroleum Supplies Pty Ltd PO Box 436 Moonah TAS 7009 Occupation – Fuel Marketer</p>
Office Held:	TREASURER and Board of Management Representative	
Position: Sole Board of Management Representative (1) for Queensland		<p>Michael Hollows Pacific Petroleum Products Pty Ltd PO Box 988 Archerfield QLD 4108 Occupation – Fuel Marketer</p>
Office Held:	Board of Management Representative	
Position: Sole Board of Management Representative (1) for Western Australia		<p>Craig Burrows Fuel Distributors of WA PO Box 5219 Rockingham Beach WA 6969 Occupation – Fuel Marketer</p>
Office Held:	Board of Management Representative	
Position: Sole Board of Management Representative (1) for Victoria		<p>Philip Molineux Bonney Energy Pty Ltd PO Box 191 Geelong VIC 3220 Occupation – Fuel Marketer</p>
Office Held:	NATIONAL PRESIDENT and Board of Management Representative	

- **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(a))

- Head Office - Sydney

- **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(b))

- Nil [0] New Branches in the 12 months to 31 December 2014

- **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(c))

- Nil [0] Branches ceased operations in the 12 months to 31 December 2014

- **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(d))

- Head Office - Sydney
 - Physical Address*
Level 4, South Tower,
2-12 Macquarie Street,
Parramatta NSW 2150
 - Postal Address*
PO Box 3036
Parramatta NSW 2124

- **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(e)).

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, September 2014
 - Due for Election: AGM, September 2016
- **VIC: Board of Management Representative (1)**
 - Last Election: AGM, September 2013
 - Due for Election: AGM, September 2015
- **SA: Board of Management Representative (1)**
 - Last Election: AGM, September 2014
 - Due for Election: AGM, September 2016
- **TAS: Board of Management Representative (1)**
 - Last Election: AGM, September 2014
 - Due for Election: AGM, September 2016
- **WA: Board of Management Representative (1)**
 - Last Election: AGM, September 2013
 - Due for Election: AGM, September 2015
- **QLD: Board of Management Representative (1)**
 - Last Election: AGM, September 2013
 - Due for Election: AGM, September 2015

- **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(f) & (g))

- **Number of Members as at 31 December 2013**
 - Voting Members: 78
 - Trade Members: 32
 - Life Members: 5
 - Association Members: 4
- 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

