



FAIR WORK
AUSTRALIA

1 April 2010

Mr Brian Crawford
Federal Secretary
The Australian Meat Industry Employees' Union
Level 1, 39 Lytton Road
EAST BRISBANE QLD 4169

Dear Mr Crawford

Annual Return of Information Contained In Records Kept By Organisation – AR2010/2641

Fair Work Australia has received your declaration dated 31 March 2010 providing information in accordance with subsection 233 of the *Fair Work (Registered Organisations) Act 2009*. The documents were lodged on 31 March 2010.

The documents lodged cover the following information:

- Number of members as at 31 December 2009.
- Declaration that the register of members was maintained as required by s230.
- List of offices of the organisation and of the persons holding those offices.
- The address of the office of the organisation.
- A statement regarding the election which is due to be held during 2010.

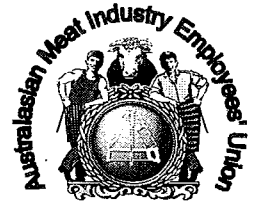
These documents meet the requirements of the *Fair Work (Registered Organisations) Act 2009* and have now been filed.

Yours sincerely

David Vale
Fair Work Australia

THE AUSTRALASIAN MEAT INDUSTRY EMPLOYEES' UNION

(Federal Council)



Federal Secretary
BRIAN CRAWFORD

Federal President
GRANT COURTNEY

Level 1, 39 Lytton Road East Brisbane Qld 4169, Australia

Telephone: (07) 3217 3766

Facsimile: (07) 3217 4462

Email: admin@amieuqld.asn.au

Website: www.amieu.asn.au

31 March 2010

The General Manager
Fair Work Australia
Level 8, Terrace Towers
80 William Street
East Sydney NSW 2011

Dear Sir or Madam

Re: 2010 Annual Return

In accordance with the Registers Organisations (RO) Act, I provide the following information:-

A. Declaration Pursuant to Section 233(1)(a), RO Act

I declare and certify that a register of members of the AMIEU was kept and maintained in accordance with paragraph 230(1)(a) and sub-section 230(2) of the RO Act during 2010.

B. Records Required to be Lodged under Section 233(1)(b) RO Act

B.1 Records Required to be kept under Section 230(1)(b) and (c) RO Act

**A list of the offices in the organisation and each branch of the organisation
A list of the names, postal addresses and occupations of the persons
holding the offices**



1. Federal Council

Federal Secretary: Brian Patrick Crawford, 1/39 Lytton Road, East Brisbane, 4169

Federal President: Grant Courtney, 237 Wellington Street, Launceston, Tasmania

Federal Vice-President: Patricia Fernandez, Union Official, Unit 3, 190 George Street, Parramatta NSW 2150

2. Victorian Branch

Branch President

Gregory Leight
Meatworker

Hardwicks Meatworks
Knight Court
Kyneton 3444

Vice-President

Michael Oravec
Meatworker

Don Smallgoods
248 Blackshaws Rd
Altona Nth 3025

Secretary

Graham Bird
Union Official

62 Lygon Street
Carlton South 3053

Assistant Secretary

Paul Conway
Union Official

62 Lygon Street
Carlton South 3053

Federal Council Delegates

Laurie Burley
Union Official

62 Lygon Street
Carlton South 3053

Paul Conway
Union Official

62 Lygon Street
Carlton South 3053

Organisers

Lawrence Burley
Union Official

62 Lygon St
Carlton South 3053

Robert Savine
Union Official

62 Lygon St
Carlton South 3053

Collin Ross
Union Official

62 Lygon St
Carlton South 3053

Victorian Branch (cont)

Jim Brittain
Union Official

13 Murray St
Colac 3250

Gwynnyth Evans
Union Official

62 Lygon St
Carlton South 3053

Barrie Chalkley
Union Official

62 Lygon St
Carlton South 3053

Committee of Management

Shane Nean
Meatworker

Ararat Abattoirs
343 Nott Rd
Ararat 3377

Hanna Moller
Meatworker

Australian Specialty Foods
Edgecombe Rd
Kyneton 3444

Gary Couper
Meatworker

Australian Specialty Foods
Edgecombe Rd
Kyneton 3444

John Grima
Meatworker

BPL Pty Ltd
Merino St
Laverton 3026

Cameron Gibbons
Meatworker

Challenge Meats
Boundary Rd
Breakwater 3219

Geoff Lines
Meatworker

Cobram Abs
Racecourse Rd
Cobram 3644

Dione Pedrina
Meatworker

Coles Supermarket
433 Blackburn Rd
Mt Waverley 3149

Christopher Wialletton
Meatworker

Coles Supermarket
11 Station Rd
Melton Sth 3338

Jason Peters
Meatworker

Coles Supermarket
Burwood Hwy
Burwood East 3151

Victorian Branch (cont)

Frank Brook Meatworker	Colonial Farm 48 South St Glenroy 3046
Daniel Lacny	CRF Pty Ltd 2 Clark St Colac 3250
Joe Mamara Meatworker	Don Smallgoods 248 Blackshaws Rd Altona Nth 3025
Daniel Gili Meatworker	Diamond Valley Pork Thomas Rd Laverton 3028
Albert James Oliver Meatworker	Frewstal Abattoir Rd Stawell 3380
Robert Slimmon Meatworker	Hardwicks Knight Court Kyneton 3444
Jason Scott Williamson Meatworker	Inghams Enterprises 319 Settlement Rd Thomastown 3074
Kevin Earl Meatworker	Don KRC Richards Rd Castlemaine 3450
William Budge	MC Herd Bacchus Marsh Rd Corio 3214
Christopher Symons Meatworker	G&K O'Connor Koo Wee Rup Rd Pakenham 3810
Ray Ward Meatworker	Radfords Skinners Rd Warragul 3820
Colin Lyon Meatworker	Riverside Meats Goulburn Rd Echuca 3625

Victorian Branch (cont)

Tony Gili
Meatworker

Swift Southern
30 Industry Park Dr
Brooklyn 3012

Kevin Heffernan
Meatworker

Tabro Meats
Lance Creek 3995

Carl Bull
Meatworker

Woolworths Safeway Supermarket
100 Hall Rd
Carrum Downs 3201

Garry McIntyre
Meatworker

Woolworths Safeway Supermarket
Heatherton Rd
Endeavour Hills 3802

Tom Veselinovich
Meatworker

Woolworths Safeway Supermarket
Borrack Square, Millers Rd
Altona Nth 3025

Tony Zaffiro
Meatworker

Woolworths Safeway Supermarket
220 Carlisle St
Balaclava 3183

Kathleen E. Haddock
Meatworker

Woolworths Safeway Supermarket
Fountain Gate S/C
Magid Drive Fountain Gate 3805

3. New South Wales Branch

Secretary/Treasurer

Charlie Donzow
Unit 3, 190 George Street
PARRAMATTA NSW 2150

Occupation:

Union Official

President

Peter Usher
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Union Official

Vice Presidents (2)

Mr Jim Hickey
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Meatworker

New South Wales Branch (cont)

Mrs Jo Abela
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Poultry worker

Federal Council Delegates

Peter Usher
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation

Union official

And;

Patricia Fernandez
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation

Union Organiser

Organisers

Patricia Fernandez
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Union Organiser

Deidre Williams
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Union Organiser

Mark Perkins
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Union Organiser

Christopher Clark
Unit 3, 190 George Street
PARRAMATTA NSW 2150

Union Organiser

Committee of Management

Mrs Debbie Hart
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Poultry worker

New South Wales Branch (cont)

Mr David Catlin
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Poultry worker

Mr Noel Bond
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Process worker

Mr Steve Aquilina
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Process worker

Mr Steven Niumata
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Process worker

Mr Jamie Kennedy
Unit 3, 190 George Street
PARRAMATTA NSW 2150
Occupation:

Meatworker

Mr Rodney Pratt
Unit 3, 190 George Street
PARAMATTA NSW 2153
Occupation:

Process worker

Mr Kent McDonald
Unit 3, 190 George Street
PARAMATTA NSW 2153
Occupation:

Meatworker

Mr Mark Bartholomew
Unit 3, 190 George Street
PARAMATTA NSW 2153
Occupation:

Process worker

Mr Brian Norton
Unit 3, 190 George Street
PARAMATTA NSW 2153
Occupation:

Butcher

New South Wales Branch (cont)

Mr George Attie
Unit 3, 190 George Street
PARAMATTA NSW 2153
Occupation:

Process worker

Mr Glenn Meylan
Unit 3, 190 George Street
PARAMATTA NSW 2153
Occupation:

Meatworker

4. Newcastle & Northern Branch

PRESIDENT

Mark Cooke
P O Box 2263
DANGAR NSW 2309

Occupation:

Slaughterman

VICE PRESIDENT

Julie Graham
P O Box 2263
DANGAR NSW 2309

Occupation:

Poultry Process Worker

SECRETARY

Kathleen May Evans
P O Box 2263
DANGAR NSW 2309

Occupation:

Branch Secretary

ASSISTANT SECRETARY

Warren McRae
P O Box 2263
DANGAR NSW 239

Occupation:

Branch Assistant Secretary

Newcastle and Northern Branch (cont)

TREASURER

Stuart Watt
P O Box 2263
DANGAR NSW 2309

Occupation:

Dairy Manufacturing Worker

ORGANISER

Karen Rogers
PO Box 2263
DANGAR NSW 2309

Occupation:

Branch Organiser

Justin Smith
PO Box 2263
DANGAR NSW 2309

Occupation:

Branch Organiser

COMMITTEE OF MANAGEMENT

Scott Philp
P O Box 2263
DANGAR NSW 2309

Occupation:

Branch Liaison Officer

Wayne Mitchell
P O Box 2263
DANGAR NSW 2309

Occupation:

Boner

Lynne Lavell
P O Box 2263
DANGAR NSW 2309

Occupation:

Poultry Process Worker

Newcastle and Northern Branch (cont)

Brian Mordue
P O Box 2263
DANGAR NSW 2309

Occupation:

Butcher, Meat Unit

Gordon McDonald
P O Box 2263
DANGAR NSW 2309

Occupation:

Food Manufacturing
Employee

Trevor Oakes
PO Box 2263
DANGAR NSW 2309

Occupation:

Poultry Boner

Don Morehouse
PO Box 2263
DANGAR NSW 2309

Occupation:

Boner

FEDERAL COUNCILLORS

Mark Cooke
P O Box 2263
DANGAR NSW 2309

Occupation

Slaughterman

Karen Rogers
PO Box 2263
DANGAR NSW 2309

Occupation:

Branch Organiser

5. Tasmanian Branch

President

Philip Smith
PO Box 649
Kings Meadows Tas 7249

Slaughterer

Vice President

Sue Dawe
PO Box 649
Kings Meadows Tas 7249

Union Staff

State Secretary

Grant Courtney
PO Box 649
Kings Meadows Tas 7249

Union Official

Assistant Secretary

Peter Nichols
PO Box 649
Kings Meadows Tas 7249

Retail Butcher

Hobart Sub Branch

Matthew Nikel
PO Box 649
Kings Meadows Tas 7249

Resigned Jan 2010

Kevin Brazendale
PO Box 649
Kings Meadows Tas 7249

Retail Butcher

Burnie Sub Branch

Howard (Jimmy) Donovan
PO Box 649
Kings Meadows Tas 7249

Slicer

Ken Scott
PO Box 649
Kings Meadows Tas 7249

Resigned Oct 2009

Launceston Sub Branch

Jenna Bird
PO Box 649
Kings Meadows Tas 7249

Smallgoods Processor

Stephen McKenna
PO Box 649
Kings Meadows Tas 7249

Retail Butcher

Tasmanian Branch (cont)

Federal Council Delegates

Philip Smith

(see above)

Peter Nichols

(see above)

6. Queensland Branch

President

Keith Haslem
c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169
Occupation:

Meatworker

Vice President

Ronald Weston
c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169
Occupation:

Meatworker

Secretary

Brian Crawford
c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169
Occupation:

Branch Secretary

Assistant Secretary

Ian MacLauchlan
c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169
Occupation:

Assistant Branch Secretary

Treasurer

Mick Ainsworth
c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169
Occupation:

Meatworker

Committee of Management

(Southern Region)

Mary Bateson
c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169
Occupation:

Poultry worker

Queensland Branch (cont)

Wayne Coates

c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169

Occupation:

Meatworker (smallgoods)

Kim Raymond Prange

c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169

Occupation:

Meatworker

Andrew Woodcock

c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169

Occupation:

Meatworker

Toni Lake

c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169

Occupation:

Poultry worker

(Central Region)

Les Beckman

c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169

Occupation:

Meatworker

Glen De Git

c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169

Occupation:

Meatworker

(Northern Region)

Fred Brunjes

c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169

Occupation:

Poultry worker

Neil Kemp

c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169

Occupation:

Meatworker

Queensland Branch (cont)

Darryl Sherrington
c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169
Occupation:

Meatworker

Federal Council Delegates

Brian Crawford
c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169
Occupation:

Union official

Ian McLauchlan
c/ Level 1, 39 Lytton Road
East Brisbane QLD 4169
Occupation:

Union official

7. South Australian Branch

President

Gordon Davidson
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Boner

Vice President

Scott Challinger
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Slaughterer

Vice President

Michael Lindner
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Slaughterer

South Australian Branch (cont)

Secretary/Treasurer

Graham Smith
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Branch Secretary

Delegates to Federal Council (2)

Paul Marshall
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Union official

Ian Bronca
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Slaughterer

Organiser

Sue O'Connell
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Union Organiser

Organiser

Sharra Anderson
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Union Organiser

South Australian Branch (cont)

Committee of Management

(Supermarket) (3)

William Gibbons
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Butcher

Michelle McKay
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Meatworker

(Smallgoods Sector) (2)

Dianne Tancock
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Meatworker

(Wholesale) (1)

Vacant

(Retail) (1)

Vacant

(Domestic) (1)

Vacant

(Export Abattoirs) (3)

Stephen Wrightson
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation:

Slaughterer

South Australian Branch (cont)

John Woods
C/ AMIEU SA Branch
46 Greenhill Road
WAYVILLE SA 5034

Occupation: Slaughterer

**Interim Executive Members
(A transitional arrangement for former WA Branch members)**

John Lawrence Da Silva
Unit 1A/288 Great Eastern Highway
Ascot WA 6104

Occupation: Union Official

Brian Martin Rafferty
Unit 1A/288 Great Eastern Highway
Ascot WA 6104

Occupation: Meatworker

Peter Allan Legg
Unit 1A/288 Great Eastern Highway
Ascot WA 6104

Occupation: Union Organiser

**Interim Committee of Management Members
(A transitional arrangement for former WA Branch members)**

Allan Voice
Unit 1A/288 Great Eastern Highway
Ascot WA 6104

Occupation: Meatworker

Philomena Ann Gunning
Unit 1A/288 Great Eastern Highway
Ascot WA 6104

Occupation: Meatworker

Mark Hatcher
Unit 1A/288 Great Eastern Highway
Ascot WA 6104

Occupation: Meatworker

South Australian Branch (cont)

Steven John Mawdesley
Unit 1A/288 Great Eastern Highway
Ascot WA 6104
Occupation:

Meatworker

Perry Lenny Yozzi
Unit 1A/288 Great Eastern Highway
Ascot WA 6104
Occupation:

Meatworker

B.2 Matters Prescribed for purposes of Section 230(1)(d) RAO Schedule by Regulation 147, RAO Regulations

A record of the name of each branch of the organisation

The names of each Branch of the organisation are as follows:-

- Queensland Branch;
- New South Wales Branch;
- Newcastle and Northern Branch;
- Victorian Branch;
- South Australian Branch;
- Tasmanian Branch; and

A record of the name of each branch that commenced operation in the previous 12 months

No branch commenced operations in the previous 12 months.

A record of the name of each branch that ceased operation in the previous 12 months

The West Australian Branch of the Union ceased operations in 2009, and its members were attached to the South Australian branch,

A record of the address of

- (i) the office of the organisation; and**
- (ii) the office of each branch of the organisation**

The record of the addresses of the Federal Council and Branches of the organisation are as follows:-

- Federal Council – Level 1, 39 Lytton Rd, East Brisbane, Queensland.
- Victorian Branch - 62 Lygon Street, Carlton South, Victoria.
- Queensland Branch- 1/39 Lytton Road, East Brisbane, Queensland.

- South Australian Branch – 46 Greenhill Rd, Wayville, South Australia.
- Tasmanian Branch - 237 Wellington Street, Launceston, Tasmania.
- New South Wales Branch - Unit 3, 190 George Street, Parramatta, New South Wales.
- Newcastle and Northern Branch, 34 Union St, Newcastle West, New South Wales.

A record of each election that must, under the rules of the organisation, be held during each year commencing 1 January

(i) for an office in the organisation; and

(ii) for an office in the branch of an organisation

Elections are required to be held under the rules of the organisation in 2010 for the following offices:

Federal Council

- Federal President
- Federal Vice-President

The above are the only two offices for which elections are required in 2010. The quadrennial elections for all State branch officeholders were held in 2009.

A record of the number of members on 31 December in the previous year

The number of members of the organisation as at 31 December 2009 was **20,617**.

If the organisation has entered into an agreement mentioned in subsection 151(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 an organisation, within the meaning of section 150 of the RO Act.

The organisation and its Branches have not entered into any Section 151(1) agreements at any time.

Declaration

I declare and certify that the preceding information, including all attachments, are correct statements of information contained in the organisations records.

I further declare and certify that the statement made in Paragraph A of this correspondence is true and correct.

Yours sincerely

B.P. Crawford

BRIAN CRAWFORD
FEDERAL SECRETARY
A.M.I.E.U.



FAIR WORK
AUSTRALIA

16 March 2010

Mr Brian Crawford
Federal Secretary/Treasurer
Australasian Meat Industry Employees Union, The
admin@amieuqld.asn.au

Dear Mr Crawford

**Australasian Meat Industry Employees Union, The
Annual Return of Information for 2010 [AR2010/2641]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2010 in respect of the above by **31 March 2010**.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* [the "RO Act"] must be lodged with Fair Work Australia [FWA] by that date. The matters to be included in the declaration are set out in the attached Checklist.

The declaration must be signed by the secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (the "other prescribed officer"). A declaration signed by a non-elected person does not meet this requirement.

The secretary or other prescribed officer must also notify FWA within 35 days of any changes to such records.

Failure to comply with these obligations is subject to a civil penalty provision – see s305 of the RO Act.

Once an Annual Return or change of records has been lodged, a copy will be posted on the FWA website at www.fwa.gov.au – under *Registered organisations - List of registered organisations*. To protect the privacy of the relevant office holders listed in declarations, you may wish to list their postal, rather than home addresses.

FWA encourages you to lodge all returns electronically (e.g. as pdf files) at RIASydney@fwa.gov.au. Alternatively, you can forward the documents by fax to (02) 9380 6990 .

Please ensure that emailed documents include signatures where required e.g. by scanning the signed documents into a PDF or TIF format.

Please do not hesitate to contact me on (02) 8374 6620 or by e-mail at RIASydney@fwa.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely

Steve Teece
Registered Organisations - New South Wales
Fair Work Australia

Obligation to lodge Annual Return of Information by 31 March

A copy of each of the following records must be lodged with Fair Work Australia [FWA] between 1 January and 31 March each year. They must be certified by a declaration stating that it is a correct statement of the information contained in that record, signed by the secretary or such other elected official who is required under the rules, or by resolution of the organisation, to keep the relevant records (the "other prescribed officer" see RO Regulation 150).

For full details see ss230-233 of the Fair Work (Registered Organisations) Act 2009 [the "RO Act"], and Regulations 149-151 of the Fair Work (Registered Organisations) Regulations 2009 [the "RO Regulations"].

Failure to comply with these obligations is subject to a civil penalty provision – see s305 of the RO Act.

Requirement	Details of requirement
Maintenance of Register of Members	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) [s233(1)(a)]
List of Offices	A list of the offices in the organisation and each branch (note the definition of "office" and "officer" in ss6 and 9) [s230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of "office" and "officer" in ss6 and 9) [s230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s230(1)(d) and reg. 147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s230(1)(d) and reg. 147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s230(1)(d) and reg. 147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s230(1)(d) and reg. 147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation. [s230(1)(d) and reg. 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
Statement concerning number of members	<ul style="list-style-type: none"> • 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. [s230(1)(d) and reg. 147(f) and (g)]

Obligation to notify of changes within 35 days

If there are any changes during the year to the list of offices, list of officeholders, list of branches (where relevant) and the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with FWA, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s233(2) and RO reg. 151 refer].



FAIR WORK
AUSTRALIA

22 January 2010

Mr Brian Crawford
Federal Secretary/Treasurer
Australasian Meat Industry Employees Union, The
Via Email: admin@amieuqld.asn.au

Dear Mr Crawford

**Australasian Meat Industry Employees Union, The
Annual Return of Information for 2010 [AR2010/2641]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2010 in respect of the above by **31 March 2010**.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* [the "RO Act"] must be lodged with Fair Work Australia [FWA] by that date. The matters to be included in the declaration are set out in the attached Checklist.

The declaration must be signed by the secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (the "other prescribed officer"). A declaration signed by a non-elected person does not meet this requirement.

The secretary or other prescribed officer must also notify FWA within 35 days of any changes to such records.

Failure to comply with these obligations is subject to a civil penalty provision – see s305 of the RO Act.

Once an Annual Return or change of records has been lodged, a copy will be posted on the FWA website at www.fwa.gov.au – under *Registered organisations - List of registered organisations*. To protect the privacy of the relevant office holders listed in declarations, you may wish to list their postal, rather than home addresses.

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Please ensure that emailed documents include signatures where required e.g. by scanning the signed documents into a PDF or TIF format.

Please do not hesitate to contact me on (02) 8374 6620 or by e-mail at RIASydney@fwa.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely

Steve Teece
Registered Organisations, NSW
Fair Work Australia

Obligation to lodge Annual Return of Information by 31 March

A copy of each of the following records must be lodged with Fair Work Australia [FWA] between 1 January and 31 March each year. They must be certified by a declaration stating that it is a correct statement of the information contained in that record, signed by the secretary or such other elected official who is required under the rules, or by resolution of the organisation, to keep the relevant records (the "other prescribed officer" see RO Regulation 150).

For full details see ss230-233 of the Fair Work (Registered Organisations) Act 2009 [the "RO Act"], and Regulations 149-151 of the Fair Work (Registered Organisations) Regulations 2009 [the "RO Regulations"].

Failure to comply with these obligations is subject to a civil penalty provision – see s305 of the RO Act.

Requirement	Details of requirement
Maintenance of Register of Members	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) [s233(1)(a)]
List of Offices	A list of the offices in the organisation and each branch (note the definition of "office" and "officer" in ss6 and 9) [s230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of "office" and "officer" in ss6 and 9) [s230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s230(1)(d) and reg. 147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s230(1)(d) and reg. 147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s230(1)(d) and reg. 147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s230(1)(d) and reg. 147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation. [s230(1)(d) and reg. 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
Statement concerning number of members	<ul style="list-style-type: none"> • 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. [s230(1)(d) and reg. 147(f) and (g)]

Obligation to notify of changes within 35 days

If there are any changes during the year to the list of offices, list of officeholders, list of branches (where relevant) and the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with FWA, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s233(2) and RO reg. 151 refer].