



5 June 2017

Mr Graham Smith  
Federal Secretary/Treasurer  
The Australasian Meat Industry Employees Union  
federal@sawa.amieu.asn.au

CC: Grant Courtney – Branch Secretary – Newcastle and Northern Branch

Dear Mr Smith,

**Notification of changes made to records [AR2016/98]**

I acknowledge receipt of a Notification of Change to an office holder of the Newcastle and Northern Branch of The Australasian Meat Industry Employees Union.

This information was lodged with the Registered Organisations Commission (the ROC) under s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Website through the [list of Registered Organisations](#).

| Date of lodgement | Branch                        | Change                                |
|-------------------|-------------------------------|---------------------------------------|
| 9 May 2017        | Newcastle and Northern Branch | Branch Committee of Management Member |

Please note that the RO Act requires that a notification of change must be lodged within 35 days of the change occurring. The notification indicates that change occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring.

Section 293K of the RO Act requires 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 are contained in the RO Act.

Thank you for the notification.

Yours sincerely,

Carolyn Moloney - Registered Organisations Commission

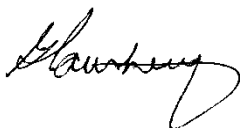
**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Grant Courtney, being the Secretary of the Australasian Meat Industry Employees Union  
Newcastle and Northern Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Grant Courtney

Signed:



Dated: 09/05/2017

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

**ANNEXURE A**

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

| <b>Branch</b>                 | <b>Date of Change</b> | <b>Name of Office that has changed</b> | <b>Name of <u>Outgoing</u> Office Holder</b> | <b>Reason for change</b> | <b>Name of <u>New</u> Office Holder</b> | <b>Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)</b> | <b>Occupation of <u>New</u> Office Holder</b> |
|-------------------------------|-----------------------|--|--|--------------------------|---|---|---|
| <i>Newcastle and Northern</i> | <i>25.08.2016</i>     | <i>Committee of Management Member</i>  | <i>Gordon McDonald</i>                       | <i>Resigned</i>          | <i>vacant</i>                           | <i>c/- The AMIEU Newcastle and Northern Branch PO Box 2263 Dangar, 2309</i>                                 | <i>vacant</i>                                 |
| ...                           |                       |  |  |                          |   |   |   |
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20 January 2017

Mr Graham Smith  
Federal Secretary/Treasurer  
The Australasian Meat Industry Employees Union  
(by email)

CC: Grant Courtney, Newcastle and Northern Branch Secretary

Dear Mr Smith,

**Notification of changes made to records [AR2016/98]**

I acknowledge receipt of a Notification of Change to the office holders of The Australasian Meat Industry Employees Union.

This information was lodged with the Fair Work Commission (the Commission) under s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Commission Website through the list of Registered Organisations - <https://www.fwc.gov.au/registered-organisations/find-registered-organisations>

| Date of lodgement | Branch                        | Change                                |
|-------------------|-------------------------------|---------------------------------------|
| 21/12/2016        | Newcastle and Northern Branch | Branch Organiser                      |
| 21/12/2016        | Newcastle and Northern Branch | Branch Committee of Management Member |

Please note that the RO Act requires that a notification of change must be lodged within 35 days of the change occurring. The notification indicates that changes occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring.

Section 154D(1) of 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 in your organisation's rules.

Thank you for the notification.

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

Telephone: (03) 8661 7777  
Email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Facsimile: (03) 9655 0410  
Internet: [www.fwc.gov.au](http://www.fwc.gov.au)

Yours sincerely,

Carolyn Moloney  
Regulatory Compliance Branch

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

Telephone: (03) 8661 7777  
Email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Facsimile: (03) 9655 0410  
Internet: [www.fwc.gov.au](http://www.fwc.gov.au)



FairWork  
Commission

22 December 2016

Mr Graham Smith  
Federal Secretary  
Australasian Meat Industry Employees Union

Sent by email: [federal@sawa.amieu.asn.au](mailto:federal@sawa.amieu.asn.au)

Dear Mr Smith,

**Notification of changes to records - s233(2) Fair Work (Registered Organisations) Act 2009 -  
Australasian Meat Industry Employees Union [AR2016/98]**

I acknowledge receipt of your notification of changes to information contained in the records pursuant to sub-section 233(2) of the *Fair Work (Registered Organisations) Act 2009*. The document was lodged today and has been filed.

Yours sincerely

Stephen Kellett  
Senior Adviser  
Regulatory Compliance Branch

**From:** KELLETT, Stephen  
**Sent:** Thursday, 22 December 2016 2:25 PM  
**To:** 'Kristen Rogers'  
**Subject:** RE: Attention Mr Graham Smith - notification - acknowledgement

Dear Ms Rogers,

Please see attached my letter in relation to the above.

Yours faithfully

**STEPHEN KELLETT**  
Regulatory Compliance Branch  
**FAIR WORK COMMISSION**

80 William Street  
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283  
(mob.) 0429 462 979  
(email) [stephen.kellett@fwc.gov](mailto:stephen.kellett@fwc.gov)



AMIEU AR2016-98  
acknowledgement\_nc

**From:** Kristen Rogers [mailto:federal@sawa.amieu.asn.au]  
**Sent:** Thursday, 22 December 2016 2:12 PM  
**To:** KELLETT, Stephen  
**Cc:** Graham Smith; Orgs  
**Subject:** RE: Attention Mr Graham Smith - election results - obligations - courtesy reminder

Dear Stephen,

Thank you for your correspondence.

Please find the attached notification of changes to records.

With warm regards,

**Kristen Rogers, LLB/LP BBSoc**  
National Industrial Officer

Australasian Meat Industry Employees Union  
Phone: 0438 128 915  
Email: [federal@sawa.amieu.asn.au](mailto:federal@sawa.amieu.asn.au)



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**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Graham Smith, being the Federal Secretary Treasurer of the Australasian Meat Industry Employees Union, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009* a list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Graham Smith, Federal Secretary Treasurer

Witness:



Kristen Rogers, National Industrial Officer

Dated: 22 December 2016

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

**ANNEXURE A**

- Changes to Offices and Office Holders in the Organisation:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

| <b>Branch</b>           | <b>Name of Office that has changed</b> | <b>Name of <u>Outgoing</u> Office Holder</b> | <b>Postal Address of <u>Outgoing</u> Office Holder</b>                        | <b>Name of <u>New</u> Office Holder</b> | <b>Postal Address of <u>New</u> Office Holder</b>   | <b>Occupation of <u>New</u> Office Holder</b>  |
|-------------------------|--|--|---|---|---|--|
| <i>National Council</i> | <i>Federal Vice-President</i>          | <i>Currently vacant.</i>                     | <i>c/- the AMIEU, 227 Henley Beach Road Torrensville South Australia 5031</i> | <i>Paul Conway</i>                      | <i>62 Lygon Street, Carlton South Victoria 3053</i> | <i>Branch Secretary of the Australasian Meat Industry Employees Union, Victoria Branch</i> |



22 December 2016

Mr Graham Smith  
Federal Secretary  
Australasian Meat Industry Employees Union

Email: [graham@sawa.amieu.asn.au](mailto:graham@sawa.amieu.asn.au)

Dear Mr Smith,

**Reminder of actions required when persons elected to office**

The Australian Electoral Commission has provided the Fair Work Commission copies of the declaration of results for the election E2016/243. The results were received on 19 December 2016.

Our records show that you lodged a notification of changes to the records of offices, being a vacancy in the office of Federal Vice-President, on 28 October 2016. With the election of Mr Paul Conway to that office, you should now formally notify the resulting change to your records, in accordance with sub-section 233(2) of the *Fair Work (Registered Organisations) Act 2009*, within the 35 day period prescribed by regulation 151.

If you have any questions in relation to this matter, please don't hesitate to contact me on (02) 6746 3283 or email at [stephen.kellett@fwc.gov.au](mailto:stephen.kellett@fwc.gov.au).

Yours faithfully

Stephen Kellett  
Senior Adviser  
Regulatory Compliance Branch

Level 10, Terrace Tower  
80 William Street  
East Sydney NSW 2011

Telephone: (02) 8374 6666  
Email : [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Internet : [www.fwc.gov.au](http://www.fwc.gov.au)

**From:** KELLETT, Stephen  
**Sent:** Thursday, 22 December 2016 9:03 AM  
**To:** 'graham@sawa.amieu.asn.au'  
**Cc:** 'federal@sawa.amieu.asn.au'  
**Subject:** Attention Mr Graham Smith - election results - obligations - courtesy reminder

Dear Mr Smith,

Please see attached my letter in relation to the above.

Yours faithfully

**STEPHEN KELLETT**  
Regulatory Compliance Branch  
**FAIR WORK COMMISSION**

80 William Street  
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283  
(mob.) 0429 462 979  
(email) [stephen.kellett@fwc.gov](mailto:stephen.kellett@fwc.gov)



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**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Grant Courtney , being the Secretary of the AMIEU Newcastle and Northern Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:

1. ...

- A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



SECRETARY AMIEU Newcastle and Northern Branch

Dated 21.12.2016

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

**ANNEXURE A**

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

| <b>Branch</b> | <b>Date of Change</b>                      | <b>Name of Office that has changed</b> | <b>Name of <u>Outgoing</u> Office Holder</b> | <b>Name of <u>New</u> Office Holder</b> | <b>Postal Address of <u>New</u> Office Holder</b>                       | <b>Occupation of <u>New</u> Office Holder</b> |
|---------------|--|--|--|---|---|---|
| Newcastle     | 14 .9.2015 resigned<br>25.2.2016 appointed | organiser                              | Scott Philp                                  | Hoi Ian Tam                             | c/- of AMIEU Newcastle and Northern Branch, PO box 2263 Dangar NSW 2309 | Paid official                                 |
| ...           |  |  |  |   |   |   |
|               | 18.11.2016(resigned)<br>Vacant             |  | Gordon Macdonald                             | vacant                                  |   |   |
|               | 18.11.2016(resigned)<br>Vacant             | Committee of Management Member         | Gordon Macdonald                             | vacant                                  | Vacant  | VACANT  |
| ...           |  |  |  |   |   |   |
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12 December 2016

Ms Patricia Fernandez  
Acting Secretary/Treasurer  
The Australasian Meat Industry Employees' Union - New South Wales Branch  
Email: amieunsw@amieu.asn.au

Dear Ms Fernandez,

**Notification of changes made to records [AR2016/98]**

I acknowledge receipt of a Notification of Change to the office holders of The Australasian Meat Industry Employees Union.

This information was lodged with the Fair Work Commission (the Commission) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Commission Website through the list of Registered Organisations - <https://www.fwc.gov.au/registered-organisations/find-registered-organisations>

| Date of lodgement | Branch | Change    |
|-------------------|--------|-----------|
| 12 December 2016  | NSW    | President |

Thank you for the notification.

Yours sincerely,

Michael Moutevelis  
Regulatory Compliance Branch

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

Telephone: (03) 8661 7777  
Email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Facsimile: (03) 9655 0410  
Internet: [www.fwc.gov.au](http://www.fwc.gov.au)

## **svc-adlib5**

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**From:** AMIEU NSW Branch <amieunsw@amieu.asn.au>  
**Sent:** Monday, 12 December 2016 2:07 PM  
**To:** Orgs  
**Subject:** Notification of Change  
**Attachments:** Notification fo Change - PU.pdf

**Categories:** RIA

Good Afternoon,  
Please find attached a Notification of Change.  
Kind regards,  
Stephanie  
Stephanie - PA to Acting Secretary,  
AMIEU NSW BRANCH  
Unit 3, 190 George St  
PARRAMATTA NSW 2150  
Ph: 9893 9011

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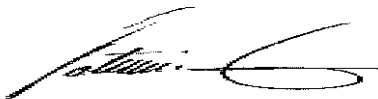


**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Patricia Fernandez, being the Acting Secretary/Treasurer of the Australasian Meat Industry Employees' Union, NSW Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the name, of the person holding that office is attached to this declaration at Annexure A and forms part of this declaration. .

Signed:



Dated: 12 December 2016

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

| Branch | Date of Change | Name of Office that has changed | Name of <u>Outgoing</u> Office Holder | Reason for change | Name of <u>New</u> Office Holder | Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address) | Occupation of <u>New</u> Office Holder |
|--------|----------------|---------------------------------|---------------------------------------|-------------------|----------------------------------|--|--|
| NSW    | 2/12/2016      | President                       | Peter Usher                           | ██████            |                                  |  |  |
|        |                |                                 |                                       |                   |                                  |  |  |

**From:** Kristen Rogers [<mailto:federal@sawa.amieu.asn.au>]  
**Sent:** Friday, 28 October 2016 3:55 PM  
**To:** MOLONEY, Carolyn; Orgs  
**Cc:** Graham Smith  
**Subject:** RE: Notification of change after the election

Dear Carolyn,

Thank you for your email reminder to provide notification of change after the AMIEU's election.

The AMIEU's election comprised of three positions; Federal Secretary Treasurer, Federal President and Federal Vice-President.

The positions of Federal Secretary Treasurer and Federal President were filled, uncontested, by each of the incumbents. No nomination was received for the position of Federal Vice-President and the position is temporarily vacant. The AMIEU is preparing for another election with respect to that vacant position. Notification of change regarding that position is attached.

Please accept our apologies for the delay in notifying you of the temporary vacancy; it was an unintended oversight by us.

Please do not hesitate to contact Graham Smith on 0428 818 586 or me using the contact details below.

With warm regards,

**Kristen Rogers, LLB/LP BBSc**  
National Industrial Officer

Australasian Meat Industry Employees Union  
Phone: 0438 128 915  
Email: [federal@sawa.amieu.asn.au](mailto:federal@sawa.amieu.asn.au)



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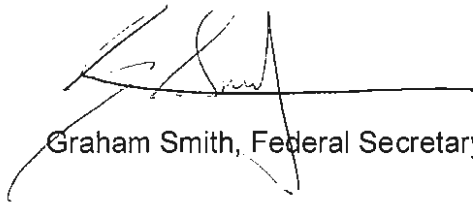
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**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Graham Smith, being the Federal Secretary Treasurer of the Australasian Meat Industry Employees Union, declare the following:

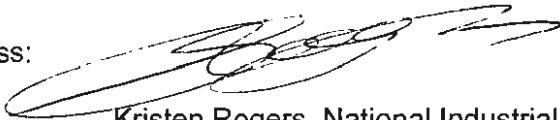
1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009* a list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Graham Smith, Federal Secretary Treasurer

Witness:



Kristen Rogers, National Industrial Officer

Dated: 28 October 2016

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fvc.gov.au](mailto:orgs@fvc.gov.au).]*

**ANNEXURE A**

- Changes to Offices and Office Holders in the Organisation:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

| <b>Branch</b>           | <b>Name of Office that has changed</b> | <b>Name of <u>Outgoing</u> Office Holder</b> | <b>Postal Address of <u>Outgoing</u> Office Holder</b>             | <b>Name of <u>New</u> Office Holder</b>                          | <b>Postal Address of <u>New</u> Office Holder</b> | <b>Occupation of <u>New</u> Office Holder</b> |
|-------------------------|--|--|--|--|---|---|
| <i>National Council</i> | <i>Federal Vice-President</i>          | <i>Paul Conway</i>                           | <i>c/- the AMIEU, 227 Henley Beach Road Torrensville S.A. 5031</i> | <i>Currently vacant.<br/>New election to be held by the AEC.</i> | <i>NA</i>   | <i>NA</i>                                     |



9 September 2016

Ms Patricia Fernandez  
Acting Secretary/Treasurer  
The Australasian Meat Industry Employees' Union - New South Wales Branch  
Email: amieunsw@amieu.asn.au

Dear Ms Fernandez,

**Notification of changes made to records [AR2016/98]**

I acknowledge receipt of a Notification of Change to the office holders of The Australasian Meat Industry Employees Union.

This information was lodged with the Fair Work Commission (the Commission) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

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| Date of lodgement | Branch | Change    |
|-------------------|--------|-----------|
| 8 September 2016  | NSW    | Organiser |

Thank you for the notification.

Yours sincerely,  
Michael Moutevelis  
Regulatory Compliance Branch

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

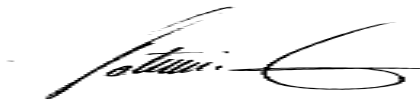
Telephone: (03) 8661 7777  
Email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Facsimile: (03) 9655 0410  
Internet: [www.fwc.gov.au](http://www.fwc.gov.au)

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Patricia Fernandez, being the Acting Secretary/Treasurer of the Australasian Meat Industry Employees' Union, NSW Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the name, of the person holding that office is attached to this declaration at Annexure A and forms part of this declaration. .

Signed:



Dated: 8 September 2016

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

| <b>Branch</b> | <b>Date of Change</b> | <b>Name of Office that has changed</b> | <b>Name of <u>Outgoing</u> Office Holder</b> | <b>Reason for change</b> | <b>Name of <u>New</u> Office Holder</b> | <b>Postal Address of <u>New</u> Office Holder</b> (for privacy reasons, we recommend NOT a private address) | <b>Occupation of <u>New</u> Office Holder</b> |
|---------------|-----------------------|--|--|--------------------------|---|---|---|
| NSW           | 7/9/2016              | Organiser                              | Deidre Williams                              |                          |   |   |   |
|               |                       |  |  |                          |   |   |   |





12 August 2016

Mr Paul Conway  
Branch Secretary  
Victorian Branch  
The Australasian Meat Industry Employees Union

By email

Dear Mr Conway,

**Notification of changes made to records [AR2016/98]**

I acknowledge receipt of a Notification of Change to the office holders of the Victorian Branch of The Australasian Meat Industry Employees Union.

This information was lodged with the Fair Work Commission (the Commission) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Commission Website through the list of Registered Organisations - <https://www.fwc.gov.au/registered-organisations/find-registered-organisations>

| Date of lodgement | Branch           | Change                       |
|-------------------|------------------|------------------------------|
| 11 August 2016    | Victorian Branch | Resignation of office holder |

Thank you for the notification.

Yours sincerely,

James Hall

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

Telephone: (03) 8661 7777  
Email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Facsimile: (03) 9655 0410  
Internet: [www.fwc.gov.au](http://www.fwc.gov.au)

Regulatory Compliance Branch

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

Telephone: (03) 8661 7777  
Email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Facsimile: (03) 9655 0410  
Internet: [www.fwc.gov.au](http://www.fwc.gov.au)

**From:** [Marcia O'Hara](#)  
**To:** [Orgs](#)  
**Subject:** Notification of Change to Records  
**Date:** Thursday, 11 August 2016 2:23:26 PM

---

Fair work (*Registered Organisations*) Act 2009

Notification of change to AMIEU Vic Branch Committee of Management Attached.

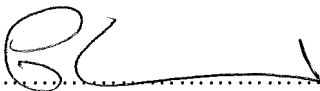
Marcia O'Hara  
AMIEU Vic Branch  
03 9662 3766

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, PAUL CONWAY, being the Secretary of the Australasian Meat Industry Employees Union  
Victorian Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:

A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:  .....

Dated: ..... 11/8/16 .....

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

| <b>Branch</b>    | <b>Date of Change</b> | <b>Name of Office that has changed</b> | <b>Name of <u>Outgoing</u> Office Holder</b> | <b>Reason for change</b> | <b>Name of <u>New</u> Office Holder</b> | <b>Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)</b> | <b>Occupation of <u>New</u> Office Holder</b> |
|------------------|-----------------------|--|--|--------------------------|---|---|---|
| AMIEU Vic Branch | 19/07/2016            | Member of Committee of Management      | Malcolm Dinsdale                             | Resigned                 | Position vacant                         |   |   |



9 August 2016

Mr Matthew Journeaux  
Secretary

The Australasian Meat Industry Employees' Union - Queensland Branch  
Email: [admin@amieuqld.asn.au](mailto:admin@amieuqld.asn.au)

Dear Mr Journeaux,

**Notification of changes made to records [AR2016/98]**

I acknowledge receipt of a Notification of Change to the office holders.

This information was lodged with the Fair Work Commission (the Commission) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Commission Website through the list of Registered Organisations - <https://www.fwc.gov.au/registered-organisations/find-registered-organisations>

| Date of lodgement | Branch     | Change              |
|-------------------|------------|---------------------|
| 8 August 2016     | Queensland | Branch Secretary    |
| 8 August 2016     | Queensland | Assistant Secretary |

Section 154D(1) of 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 in your organisation's rules.

Thank you for the notification.

Yours sincerely,

Michael Moutevelis  
Regulatory Compliance Branch

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

Telephone: (03) 8661 7777  
Email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Facsimile: (03) 9655 0410  
Internet: [www.fwc.gov.au](http://www.fwc.gov.au)

## svc-adlib5

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**From:** Craig Buckley <craig@amieuqld.asn.au>  
**Sent:** Monday, 8 August 2016 1:37 PM  
**To:** Orgs  
**Cc:** Matt Journeaux; Shannon Douglass  
**Subject:** RE: Notification of Change of Officeholders - AMIEU Queensland Branch  
**Attachments:** Notice of Change of Officeholders 080816.pdf

**Categories:** RIA

Mr Michael Moutevalis  
Regulatory Compliance Branch  
Fair Work Commission

Dear Mr Moutevalis

Please find attached the completed declaration, signed by Mr Journeaux, the Queensland Branch Secretary.

Regards,

Craig Buckley  
Industrial Officer  
AMIEU Qld Branch

---

**From:** Orgs [<mailto:orgs@fwc.gov.au>]  
**Sent:** Friday, 5 August 2016 3:57 PM  
**To:** Craig Buckley  
**Subject:** RE: Notification of Change of Officeholders - AMIEU Queensland Branch

Dear Mr Buckley

Thank you for the submission of your notification. Unfortunately I could not reach you on the phone this afternoon.

Please be advised that under section 233(2) of the *Fair Work (Registered Organisations) Act 2009* any notification of change must be "*certified by declaration signed by the secretary or other prescribed officer of the organisation*". Accordingly could you please confirm that you are the appropriate prescribed officer under the rules or alternatively organise for that person to lodge the relevant information.

I have attached a Fair Work Commission template notification of change document that you may wish to use as a guide in the future.

Please feel free to call me if you have any questions

Regards

**Michael Moutevelis**  
Regulatory Compliance Branch

Fair Work Commission  
Tel: (02) 9308 1974  
Fax: (02) 9380 6990  
[michael.moutevelis@fwc.gov.au](mailto:michael.moutevelis@fwc.gov.au)

Level 10, Terrace Tower, 80 William Street, East Sydney NSW 2011

[www.fwc.gov.au](http://www.fwc.gov.au)

---

**From:** Craig Buckley [<mailto:craig@amieuqld.asn.au>]

**Sent:** Friday, 5 August 2016 11:28 AM

**To:** Orgs

**Subject:** Notification of Change of Officeholders - AMIEU Queensland Branch

The General Manager  
Fair Work Commission  
Level 8, Terrace Towers  
80 William Street  
EAST SYDNEY NSW 2011

**Via email:** [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)

Dear Sir or Madam

**Re: Notification of Change of Officeholders**

Please find attached correspondence notifying a change to officeholders of the Queensland Branch of the AMIEU.

Yours faithfully,  
Craig Buckley  
Industrial Officer  
AMIEU Qld Branch

Please consider the impact to the environment and your responsibility before printing this email. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender.



**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Matthew Journeaux, being the Secretary of the Queensland Branch of the Australasian Meat Industry Employees' Union, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Matthew Journeaux

Queensland Branch Secretary

Dated: 8 August 2016

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

| <b>Branch</b> | <b>Date of Change</b> | <b>Name of Office that has changed</b> | <b>Name of <u>Outgoing</u> Office Holder</b> | <b>Reason for change</b>                                       | <b>Name of <u>New</u> Office Holder</b> | <b>Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)</b> | <b>Occupation of <u>New</u> Office Holder</b> |
|---------------|-----------------------|--|--|--|---|---|---|
| Queensland    | 04.07.16              | Branch Secretary (Qld)                 | Brian Patrick Crawford                       | Retiring   | Matthew Journeaux (appointed 04.08.16)  | c/- AMIEU, Level 1, 39 Lytton Road, East Brisbane Q 4169  | Paid official                                 |
| Queensland    | 05.08.16              | Assistant Secretary (Qld Branch)       | Matthew Jourenaux                            | Appointed to fill casual vacancy in office of Branch Secretary | Ian William McLauchlan                  | c/- AMIEU, Level 1, 39 Lytton Road, East Brisbane Q 4169  | Paid official                                 |

**svc-adlib5**

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**From:** Craig Buckley <craig@amieuqld.asn.au>  
**Sent:** Friday, 5 August 2016 4:18 PM  
**To:** Orgs  
**Subject:** RE: Notification of Change of Officeholders - AMIEU Queensland Branch

Dear Mr Moutevelis

Thank you for your email. I will have the secretary forward the required declaration on Monday.

Regards  
Craig Buckley  
Industrial Officer  
AMIEU Qld Branch

---

**From:** Orgs [<mailto:orgs@fwc.gov.au>]  
**Sent:** Friday, 5 August 2016 3:57 PM  
**To:** Craig Buckley  
**Subject:** RE: Notification of Change of Officeholders - AMIEU Queensland Branch

Dear Mr Buckley

Thank you for the submission of your notification. Unfortunately I could not reach you on the phone this afternoon.

Please be advised that under section 233(2) of the *Fair Work (Registered Organisations) Act 2009* any notification of change must be “certified by declaration signed by the secretary or other prescribed officer of the organisation”. Accordingly could you please confirm that you are the appropriate prescribed officer under the rules or alternatively organise for that person to lodge the relevant information.

I have attached a Fair Work Commission template notification of change document that you may wish to use as a guide in the future.

Please feel free to call me if you have any questions

Regards

**Michael Moutevelis**  
Regulatory Compliance Branch

Fair Work Commission  
Tel: (02) 9308 1974  
Fax: (02) 9380 6990  
[michael.moutevelis@fwc.gov.au](mailto:michael.moutevelis@fwc.gov.au)

Level 10, Terrace Tower, 80 William Street, East Sydney NSW 2011

[www.fwc.gov.au](http://www.fwc.gov.au)

---

**From:** Craig Buckley [<mailto:craig@amieuqld.asn.au>]  
**Sent:** Friday, 5 August 2016 11:28 AM  
**To:** Orgs  
**Subject:** Notification of Change of Officeholders - AMIEU Queensland Branch

The General Manager  
Fair Work Commission  
Level 8, Terrace Towers  
80 William Street  
EAST SYDNEY NSW 2011

Via email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)

Dear Sir or Madam

**Re: Notification of Change of Officeholders**

Please find attached correspondence notifying a change to officeholders of the Queensland Branch of the AMIEU.

Yours faithfully,  
Craig Buckley  
Industrial Officer  
AMIEU Qld Branch

Please consider the impact to the environment and your responsibility before printing this email. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender.

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, [NAME], being the [OFFICER] of the [ORGANISATION NAME], declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:

*[delete all that do not apply]*

- On [DATE] the address of the organisation changed to [STREET ADDRESS].<sup>1</sup>
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:<sup>2</sup>
  1. *[include OLD name and address and NEW name and address of every branch that has changed]*
  2. ...
- A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.
- On [DATE] the following branch[es]:<sup>3</sup>
  - COMMENCED operation:
    1. *[include name of each new branch]*
    2. ...
  - CEASED operation:
    1. *[include name of each closed branch]*
    2. ...

---

<sup>1</sup> s.230(1)(d); reg.147(d)

<sup>2</sup> s.230(1)(d); reg.147(a) & (d)

<sup>3</sup> s.230(1)(d); reg.147(b) & (c)

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within **35 days** of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

**ANNEXURE A**

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

| <b>Branch</b>   | <b>Date of Change</b>                               | <b>Name of Office that has changed</b> | <b>Name of <u>Outgoing</u> Office Holder</b> | <b>Reason for change</b>  | <b>Name of <u>New</u> Office Holder</b> | <b>Postal Address of <u>New</u> Office Holder</b> (for privacy reasons, we recommend NOT a private address) | <b>Occupation of <u>New</u> Office Holder</b> |
|-----------------|---|--|--|---------------------------|---|---|---|
| <i>National</i> | <i>1.1.2014</i>                                     | <i>Secretary</i>                       | <i>Full Name</i>                             | <i>Retiring</i>           | <i>Full Name</i>                        | <i>c/- the Registered Organisation, postal address of Registered Organisation</i>                           | <i>Paid official</i>                          |
|                 | <i>25.12.2013</i>                                   | <i>President</i>                       | <i>vacant</i>                                | <i>Scheduled Election</i> | <i>Full Name</i>                        | <i>As above</i>   | <i>mechanic</i>                               |
| ...             |   |  |  |                           |   |   |   |
| <i>NSW</i>      | <i>1.1.2014 (resigned)<br/>7.1.2014 (appointed)</i> | <i>President</i>                       | <i>Full Name</i>                             | <i>Resignation</i>        | <i>Full Name</i>                        | <i>c/- the Branch, postal address of the Branch</i>   | <i>mechanic</i>                               |
|                 |   | <i>Committee of Management Member</i>  | <i>Full Name</i>                             | <i>Scheduled Election</i> | <i>Full Name</i>                        | <i>As above</i>   | <i>mechanic</i>                               |
|                 |   | <i>Treasurer</i>                       | <i>Full Name</i>                             | <i>Scheduled Election</i> | <i>vacant</i>                           | <i>vacant</i>   | <i>vacant</i>                                 |
| ...             |   |  |  |                           |   |   |   |
|                 |   |  |  |                           |   |   |   |
|                 |   |  |  |                           |   |   |   |
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|                 |   |  |  |                           |   |   |   |

# THE AUSTRALASIAN MEAT INDUSTRY EMPLOYEES' UNION

(Queensland Branch)

ABN 68 929 349 791



Branch Secretary  
BRIAN CRAWFORD

Level 1, 39 Lytton Road, East Brisbane Qld 4169, Australia  
Telephone: (07) 3217 3766  
Facsimile: (07) 3217 4462  
Email: [admin@amieuqld.asn.au](mailto:admin@amieuqld.asn.au)  
Website: [www.amieuqld.asn.au](http://www.amieuqld.asn.au)

The General Manager  
Fair Work Commission  
Level 8, Terrace Towers  
80 William Street  
EAST SYDNEY NSW 2011

Via email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)

Dear Sir or Madam

Re: Notification of Change of Officeholders

I am writing to notify the Fair Work Commission of a change to the officeholders of the Queensland Branch of the Australasian Meat Industry Employees' Union (AMIEU).

The Branch Secretary of the Queensland Branch of the AMIEU, Mr Brian Patrick Crawford, resigned from his office (and employment) with effect from 4 July 2016. Mr Crawford resigned because he has retired from the workforce.

The retirement of Mr Crawford created a casual vacancy in the office of Branch Secretary. Such vacancy was capable of being filled by appointment by the Committee of Management of the Branch by virtue of Rule 51.1(ii) of the Union's rules, which provide:

*51.1 Where a casual vacancy occurs in any branch office it may be filled by appointment by the Committee of Management of the Branch provided that: -*

- (i) The unexpired term of the original office does not exceed 12 months;*  
*or*
- (ii) the unexpired term of the original office does not exceed three-quarters of the original term of office;*

*whichever is the greater.*

Mr Crawford was declared elected to the office of Branch Secretary on 6 August 2013 [AEC Declaration E2013/185]. The term of office is four years, expiring in August 2017. Accordingly, when Mr Crawford retired in July 2016, the unexpired term of the original office is approximately

---

#### Regional Offices

Rockhampton:

110 Campbell Street  
Rockhampton Q 4700  
Telephone: (07) 4922 4336  
Facsimile: (07) 4922 5984  
Email: [paul@amieuqld.asn.au](mailto:paul@amieuqld.asn.au)



13 months. The unexpired term of the original office (13 months) does not exceed three-quarters of the original term of office (3 years). The vacancy created by Mr Crawford's retirement is one capable of being filled by appointment by the branch committee of management, pursuant to Rule 51.1.

Rule 49.9 of the Union's rules provides:

*49.9 Despite any other provision of these Rules, a Branch Executive may exercise all powers of a Branch Committee of Management between meetings of that Committee.*

On 4 August 2016, the Branch Executive of the Queensland Branch resolved to appoint Matthew Journeaux to the office of Branch Secretary.

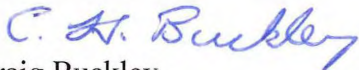
Such appointment created, in turn, a casual vacancy in the office of Assistant Branch Secretary (which had been formerly held by Mr Journeaux). Such vacancy was also capable of being filled by appointment, pursuant to Rule 51.1.

On 4 August 2016, the Branch Executive of the Queensland Branch resolved to appoint Ian McLauchlan to the office of Assistant Branch Secretary.

The Branch Executive was quorate within the meaning of Rule 47.15.

Please contact me if there is any further information that you require in relation to the above matters.

Yours faithfully,



Craig Buckley  
Industrial Officer  
AMIEU Qld Branch



7 June 2016

Mr Charlie Donzow  
Secretary / Treasurer  
The Australasian Meat Industry Employees' Union - New South Wales Branch  
Email: amieunsw@amieu.asn.au

Dear Mr Donzow,

**Notification of changes made to records [AR2016/98]**

I acknowledge receipt of a Notification of Change to the office holders of The Australasian Meat Industry Employees Union.

This information was lodged with the Fair Work Commission (the Commission) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Commission Website through the list of Registered Organisations - <https://www.fwc.gov.au/registered-organisations/find-registered-organisations>

| Date of lodgement | Branch | Change                         |
|-------------------|--------|--------------------------------|
| 2 June 2016       | NSW    | Committee of Management Member |

Section 154D(1) of 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 in your organisation's rules.

Thank you for the notification.

Yours sincerely,

Michael Moutevelis  
Regulatory Compliance Branch

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

Telephone: (03) 8661 7777  
Email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Facsimile: (03) 9655 0410  
Internet: [www.fwc.gov.au](http://www.fwc.gov.au)

**svc-adlib5**

---

**From:** AMIEU NSW Branch <amieunsw@amieu.asn.au>  
**Sent:** Thursday, 2 June 2016 8:33 AM  
**To:** Orgs  
**Subject:** Notification of Change  
**Attachments:** Ben Ray -Annual-Return-template-Notification-of-Changes.docx

Good Morning,  
Please find attached Notice of Change to a COM member.  
Regards, Gayle  
Gayle - PA to Secretary,  
AMIEU NSW BRANCH  
Unit 3, 190 George St  
PARRAMATTA NSW 2150  
Ph: 9893 9011

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Charlie Donzow, being the Secretary/Treasurer of the Australasian Meat Industry Employees' Union, NSW Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the name, of the person holding that office is attached to this declaration at Annexure A and forms part of this declaration. .

Signed:



Dated: 2nd June 2016

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

| <b>Branch</b> | <b>Date of Change</b> | <b>Name of Office that has changed</b> | <b>Name of <u>Outgoing</u> Office Holder</b> | <b>Reason for change</b> | <b>Name of <u>New</u> Office Holder</b> | <b>Postal Address of <u>New</u> Office Holder</b> (for privacy reasons, we recommend NOT a private address) | <b>Occupation of <u>New</u> Office Holder</b> |
|---------------|-----------------------|--|--|--------------------------|---|---|---|
| <i>NSW</i>    | <i>30/5/2016</i>      | <i>Committee of Management Member</i>  | <i>Ben Ray</i>                               | <i>resigned</i>          |   |   |   |
|               |                       |  |  |                          |   |   |   |



17 May 2016

Mr Graham Smith  
Federal Secretary  
The Australasian Meat Industry Employees Union  
Email: [graham@sawa.amieu.asn.au](mailto:graham@sawa.amieu.asn.au)

Dear Mr Smith,

**Annual Return of Information for 2016 [AR2016/98]**

I acknowledge receipt on 30 March and 17 May 2016 of your Declaration(s) providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

I also acknowledge a notification of changes to office holders of the Victorian Branch of the organisation, which was lodged on 2 May 2016. This information was lodged with the Fair Work Commission (the Commission) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The documents lodged cover the required information for the 2016 Annual Return of Information of The Australasian Meat Industry Employees Union.

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

**Notifications of Change**

Any changes to these records must be notified to the Commission within 35 days of the change. A template Notification of Change Declaration is available on the [fact-sheets](#) page of our website. The Australasian Meat Industry Employees Union is encouraged to use this template if any changes occur.

The Commission will accept notifications of change from the relevant branches or from the national office. If the national office of The Australasian Meat Industry Employees Union does NOT intend to file notifications of change, please ensure that all branches are aware of their continuing obligation and the requisite time frames regarding notifications of change.

If a branch lodges a notification of change with the Commission, the branch should also provide the information to the national body in order to ensure that the organisation is able to comply with its obligations under section 233(1) of the RO Act.

Yours sincerely

Michael Moutevelis  
Regulatory Compliance Branch

# THE AUSTRALASIAN MEAT INDUSTRY EMPLOYEES' UNION

(Federal Council)



Federal Secretary  
GRAHAM SMITH

First Floor, 46 Greenhill Road, Wayville, SA 5034, Australia  
Telephone: (08) 8274 4100  
Facsimile: (08) 8274 4101

Federal President  
PATRICIA FERNANDEZ

Website: <http://amieu.net/>

17<sup>th</sup> May 2016

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

Dear Sir or Madam

## **Re: 2016 Annual Return**

In accordance with the *Fair Work (Registered Organisations) Act 2009* ["the 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 2015.

### **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**

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## **1. Federal Council**

**Federal Secretary:** Graham Smith, 227 Henley Beach Road Torrensville South Australia 5031

**Federal President:** Patricia Fernandez, Unit 3, 190 George Street Parramatta NSW 2150

**Federal Vice-President:** Paul Conway, 62 Lygon Street, Carlton South, VIC 3053

## **2. Victorian Branch**

### **President**

Kathleen Haddock  
62 Lygon Street  
Carlton South 3053

Meatworker

### **Vice-President**

Daniel Gili  
62 Lygon Street  
Carlton South 3053

Meatworker

### **Secretary/Treasurer**

Paul Conway  
62 Lygon Street  
Carlton South 3053

Union official

### **Assistant Secretary**

Barrie Chalkley  
62 Lygon Street  
Carlton South 3053

Union official

### **Federal Council Delegates**

Gwynnyth Evans  
62 Lygon Street  
Carlton South 3053

Union official

Barrie Chalkley  
62 Lygon Street  
Carlton South 3053

Union official

### **Organisers**

Jarrod Jones  
62 Lygon Street



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|   |                 |
|---|-----------------|
| Carlton South 3053                                  | Union organiser |
| Sean Reilly<br>62 Lygon St<br>Carlton South 3053    | Union organiser |
| Jason Piper<br>62 Lygon St<br>Carlton South 3053    | Union organiser |
| Gwynnyth Evans<br>62 Lygon St<br>Carlton South 3053 | Union organiser |

### **Committee of Management**

#### RETAIL REPS

|   |            |
|---|------------|
| Kathleen Haddock (P)<br>62 Lygon Street<br>Carlton South 3053 | Meatworker |
| Garry McIntyre<br>62 Lygon St<br>Carlton South 3053           | Meatworker |
| Dione Pedrina<br>62 Lygon St<br>Carlton South 3053            | Meatworker |
| Jason Peters<br>62 Lygon St<br>Carlton South 3053             | Meatworker |
| Sharlene Stevens<br>62 Lygon St<br>Carlton South 3053         | Meatworker |
| Christopher Wialletton<br>62 Lygon St<br>Carlton South 3053   | Meatworker |
| Anthony Zaffiro<br>62 Lygon St<br>Carlton South 3053          | Meatworker |

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|  |            |
|--|------------|
| JBS BROOKLYN<br>Gavin Bishop<br>62 Lygon St<br>Carlton South 3053  | Meatworker |
| COLONIAL FARM<br>Francis Brook<br>62 Lygon St<br>Carlton South 3053                                      | Meatworker |
| DIAMOND VALLEY PORK<br>Daniel Gili (VP)<br>62 Lygon St<br>Carlton South 3053                             | Meatworker |
| HARDWICKS KYNETON<br>Robert Slimmon<br>62 Lygon St<br>Carlton South 3053                                 | Meatworker |
| INGHAMS ENTERPRISES<br>Jason Scott Williamson<br>62 Lygon St<br>Carlton South 3053                       | Meatworker |
| RETAIL PRE-PACKAGING<br>Anthony Morris (SOMERVILLE RETAIL SERVICES)<br>62 Lygon St<br>Carlton South 3053 | Meatworker |
| DON KRC<br>Kevin Earl<br>62 Lygon St<br>Carlton South 3053   | Meatworker |
| MC HERD<br>William Budge<br>62 Lygon St<br>Carlton South 3053  | Meatworker |
| JBS COBRAM<br>Brian Dunn<br>62 Lygon St<br>Carlton South 3053  | Meatworker |

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FREWSTAL

Darren Jasper

62 Lygon St

Carlton South 3053

Meatworker

ARARAT ABBATOIRS

Russell Dempster

62 Lygon St

Carlton South 3053

Meatworker

WANGARATTA ABS

Malcolm Dinsdale

62 Lygon St

Carlton South 3053

Meatworker

RIVERSIDE MEATS ECHUCA

Gregory Glen

62 Lygon St

Carlton South 3053

Meatworker

### **3. New South Wales Branch**

#### **President**

Peter Usher

Unit 3, 190 George Street

Parramatta 2150

Union official

#### **Vice Presidents**

Stephen Aquilina

Unit 3, 190 George Street

Parramatta 2150

Labourer

Debra Hart

Unit 3, 190 George Street

Parramatta 2150

Labourer

#### **Secretary/ Treasurer**

Charles Donzow

Unit 3, 190 George Street

Parramatta 2150

Union official

#### **Industrial Officer**

Patricia Fernandez

Unit 3, 190 George Street

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Parramatta 2150

Union official

**Organisers**

Mark Perkins  
Unit 3, 190 George Street  
Parramatta 2150

Union official

Deidre Williams  
Unit 3, 190 George Street  
Parramatta 2150

Union official

Christopher Clark  
Unit 3, 190 George Street  
Parramatta 2150

Union official

**Committee of Management**

Stephen Niumata  
Unit 3, 190 George Street  
Parramatta 2150

Labourer

Glenn Meylan  
Unit 3, 190 George Street  
Parramatta 2150

Labourer

Ben Ray  
Unit 3, 190 George Street  
Parramatta 2150

Boner

Bradley Bourke  
Unit 3, 190 George Street  
Parramatta 2150

Labourer

Anthony Grassmayr  
Unit 3, 190 George Street  
Parramatta 2150

Labourer

Andrew Devine  
Unit 3, 190 George Street  
Parramatta 2150

Labourer

Carl Nash  
Unit 3, 190 George Street  
Parramatta 2150

Labourer

Faith Montecillo  
Unit 3, 190 George Street  
Parramatta 2150

Labourer

Nive Pologa

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Unit 3, 190 George Street  
Parramatta 2150

Labourer

Brad McKinnon  
Unit 3, 190 George Street  
Parramatta 2150

Boner

**Recruitment Officers**

Diana Sully  
Unit 3, 190 George Street  
Parramatta 2150

Union official

Michael Holden  
Unit 3, 190 George Street  
Parramatta 2150

Union official

**4. Newcastle & Northern Branch**

**President**

Mark Cooke  
P O Box 2263  
DANGAR NSW 2309

Occupation:

Slaughterman

**Secretary**

Grant Courtney  
P O Box 2263  
DANGAR NSW 2309

Occupation:

Branch Secretary

**Assistant Secretary**

Justin Smith  
P O Box 2263  
DANGAR NSW 239

Occupation:

Branch Assistant Secretary

**Treasurer**

Stuart Watt  
P O Box 2263

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DANGAR NSW 2309

Occupation: Dairy Manufacturing Worker

**Organiser**

Jason Roe  
PO Box 2263  
DANGAR NSW 2309

Occupation: Branch Organiser

**Committee of Management**

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

Darryl Shelton  
PO Box 2263  
DANGAR NSW 2309

Occupation: Poultry Process Worker

Don Morehouse  
PO Box 2263  
DANGAR NSW 2309

Occupation: Boner

Katie Cumming  
PO Box 2263  
Dangar NSW 2309  
Occupation

Retail Process Worker

John Dawson

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PO Box 2263  
DANGAR NSW 2309  
Occupation:

Poultry Process Worker

Adrian Van Haren  
PO Box 2263  
DANGAR NSW 2309  
Occupation:

Boner

### **Federal Council Delegates**

Mark Cooke  
P O Box 2263  
DANGAR NSW 2309

Occupation

Slaughterman

Justin Smith  
P O Box 2263  
DANGAR NSW 2309

Occupation

Union Official

### **5. Tasmanian Branch**

#### **President**

Howard Donovan  
237 Wellington St  
Launceston 7250  
Occupation:

Slicer, Greenhams

#### **Vice President**

Stephen McKenna  
237 Wellington St  
Launceston 7250  
Occupation:

Butcher, Woolworths

#### **Secretary / Treasurer**

Troy Baker  
237 Wellington St  
Launceston 7250  
Occupation:

Union official

#### **Assistant Secretary**

Darren Goodier

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237 Wellington St  
Launceston 7250  
Occupation:

Boner, JBS Longford

**Southern Sub Branch**

Cindy Tarrant  
237 Wellington St  
Launceston 7250  
Occupation:

Coles, Packer

**North West Sub Branch**

Lisa Cook  
237 Wellington St  
Launceston 7250  
Occupation:

Value added, Nichols Poultry

Harry Reasons  
237 Wellington St  
Launceston 7250  
Occupation:

Chicken Boner, Nichols Poultry

**Northern Sub Branch**

Cynthia Goodier  
237 Wellington St  
Launceston 7250  
Occupation:

Cryovac/packer JBS Longford

1 Vacancy

**Federal Council Delegate**

Howard Donovan  
1 Vacancy

(as above)



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## **6. Queensland Branch**

### **President**

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

Meatworker

### **Vice President**

Heath Lebsanft  
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**

Matthew Journeaux  
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

Kristine Lynette Allen  
c/ Level 1, 39 Lytton Road  
East Brisbane QLD 4169  
Occupation:

Poultry worker

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### Queensland Branch (cont)

Kim Raymond Prange  
c/ Level 1, 39 Lytton Road  
East Brisbane QLD 4169  
Occupation:

Meatworker

Tori Jane Bell  
c/ Level 1, 39 Lytton Road  
East Brisbane QLD 4169  
Occupation:

Meatworker

David William Phillips  
c/ Level 1, 39 Lytton Road  
East Brisbane QLD 4169  
Occupation:

Meatworker

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

Meatworker

(Central Region)

Greville Sexton  
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

Noel Meiers  
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

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### **Queensland Branch (cont)**

Barry Martin  
c/ Level 1, 39 Lytton Road  
East Brisbane QLD 4169  
Occupation:

Meatworker

### **Federal Council Delegates**

Matthew Journeaux  
c/ Level 1, 39 Lytton Road  
East Brisbane QLD 4169  
Occupation:

Assistant Branch Secretary

Warren Earle  
c/ Level 1, 39 Lytton Road  
East Brisbane QLD 4169  
Occupation:

Industrial Officer

## **7. South and Western Australian Branch**

### **President**

Scott Challinger  
227 Henley Beach Road  
Torrensville SA 5031  
Occupation: Slaughterer

### **South Australian Vice President**

Gordon Davidson  
227 Henley Beach Road  
Torrensville SA 5031  
Occupation: Meatworker

### **Western Australian Vice President**

Mark Wesley Hatcher  
227 Henley Beach Road  
Torrensville SA 5031

Occupation: Butcher

### **Secretary-Treasurer**

Sharra Anderson  
227 Henley Beach Road  
Torrensville SA 5031

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## **South and Western Australian Branch (cont)**

### **Assistant Secretary**

John Da Silva  
227 Henley Beach Road  
Torrensville SA 5031

### **Organisers - South Australia**

Kaine Sic  
227 Henley Beach Road  
Torrensville SA 5031

### **Organisers - Western Australia**

Peter Allan Legg  
227 Henley Beach Road  
Torrensville SA 5031

### **Committee of Management Representatives South Australia**

Sandra May Ashwood  
227 Henley Beach Road  
Torrensville SA 5031

Occupation: Meatworker

Geoffrey Ackland  
227 Henley Beach Road  
Torrensville SA 5031

Occupation: Meatworker

Matthew Finch  
227 Henley Beach Road  
Torrensville SA 5031

Occupation: Meatworker

Michelle McKay  
227 Henley Beach Road  
Torrensville SA 5031

Occupation: Meatworker

### **Committee of Management Representatives Western Australia**

Angela McPhee  
227 Henley Beach Road

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Torrensville SA 5031

Occupation: Meatworker

Murray Pratt  
227 Henley Beach Road  
Torrensville SA 5031

Occupation: Meatworker

Melanie Richter  
227 Henley Beach Road  
Torrensville SA 5031

Occupation: Meatworker

Peter Michael Sines  
227 Henley Beach Road  
Torrensville SA 5031

Occupation: Butcher

### **Federal Council Delegate South Australia**

Scott Challinger  
227 Henley Beach Road  
Torrensville SA 5031

Occupation: Slaughterer

Kaine Sich  
227 Henley Beach Road  
Torrensville SA 5031

Occupation: Union official

### **Federal Council Delegate Western Australia**

John Da Silva  
227 Henley Beach Road  
Torrensville SA 5031

Occupation: Union official

Melanie Richter  
227 Henley Beach Road  
Torrensville SA 5031  
Occupation: Meatworker

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**B.2 Matters Prescribed for purposes of Section 230(1)(d) RO Act by Regulation 147, RO 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 and Western Australian Branch;
- Tasmanian Branch.

**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**

No branch ceased operation in the previous 12 months.

**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 – 227 Henley Beach Road, Torrensville, South Australia 5031.
- Victorian Branch - 62 Lygon Street, Carlton South, Victoria.
- Queensland Branch- 1/39 Lytton Road, East Brisbane, Queensland.
- South and Western Australian Branch – 227 Henley Beach Road, Torrensville, South Australia 5031.
- 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**

There are no elections required to be held by any offices of the organisation in 2016.

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**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 2015 was 20654.

**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.

**Email Contact Points:**

As requested, I can advise that the primary email contact points for the AMIEU, and each of its branches are as follows:


|                                      |  |
|--------------------------------------|--|
| Federal Office:                      | <a href="mailto:federal@sawa.amieu.asn.au">federal@sawa.amieu.asn.au</a>       |
| Queensland Branch:                   | <a href="mailto:admin@amieuqld.asn.au">admin@amieuqld.asn.au</a>               |
| Newcastle and Northern NSW Branch:   | <a href="mailto:amieu@amieu-newcastle.asn.au">amieu@amieu-newcastle.asn.au</a> |
| New South Wales Branch:              | <a href="mailto:amieunsw@amieu.asn.au">amieunsw@amieu.asn.au</a>               |
| Victorian Branch:                    | <a href="mailto:amieuvic@ozemail.com.au">amieuvic@ozemail.com.au</a>           |
| Tasmanian Branch:                    | <a href="mailto:amieutas@bigpond.com">amieutas@bigpond.com</a>                 |
| South and Western Australian Branch: | <a href="mailto:admin@sawa.amieu.asn.au">admin@sawa.amieu.asn.au</a>           |

**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



**GRAHAM SMITH**  
**FEDERAL SECRETARY**

**svc-adlib5**

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**From:** Marcia O'Hara <mohara@amieuvic.net>  
**Sent:** Monday, 2 May 2016 12:24 PM  
**To:** Orgs  
**Subject:** AMIEU Change to Records  
**Attachments:** AMIEU Change Records.pdf

Fair Work Commission  
Registered Organisations  
Melbourne

Changes to Committee of Management AMIEU Victorian Branch attached.

Marcia O'Hara  
AMIEU Vic Branch  
03 9662 3766

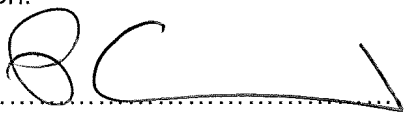


**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, PAUL CONWAY, being the Secretary of the Australasian Meat Industry Employees Union  
Victorian Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:

A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:  .....

Dated: 2/5/16 .....

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

| <b>Branch</b>    | <b>Date of Change</b> | <b>Name of Office that has changed</b> | <b>Name of <u>Outgoing</u> Office Holder</b> | <b>Reason for change</b> | <b>Name of <u>New</u> Office Holder</b> | <b>Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)</b> | <b>Occupation of <u>New</u> Office Holder</b> |
|------------------|-----------------------|--|--|--------------------------|---|---|---|
| AMIEU Vic Branch | 02/05/2016            | Member of Committee of Management      | Antony Morris                                | Resigned                 | Position vacant                         |   |   |
|                  | 02/05/2016            | Member of Committee of Management      | Sharlene Stevens                             | Resigned                 | Position vacant                         |   |   |



11 March 2016

Mr Graham Smith  
Federal Secretary  
Australasian Meat Industry Employees Union  
By email: [federal@amieuqld.asn.au](mailto:federal@amieuqld.asn.au)

Dear Mr Smith,

**Australasian Meat Industry Employees Union  
Annual Return of Information for 2016 [AR2016/98]**

I refer to our letter dated 10 February 2016 reminding you of the obligation to lodge an Annual Return of Information for 2016 by **31 March 2016**. While the organisation has until the end of the month in which to lodge the information, we provide the following as a second and final reminder. Please ignore this letter if you have lodged the Annual Return in the last few days.

A signed and dated declaration certifying matters prescribed in the Fair Work (Registered Organisations) Act 2009 (the RO Act) must be lodged with the Fair Work Commission (the Commission) 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 (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement. Further, you are reminded that the Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records that may occur throughout the year.

If you require further information about an Annual Return you can refer to the '[Annual Information Requirements](#)' page on our website and, in particular, our Webinar slides.

Once an Annual Return has been lodged, a copy will be posted on our website at [List of Registered Organisations](#). Therefore, to protect the privacy of the relevant office holders listed in the declarations, it is recommended that officers list their official mailing address rather than personal home address.

We encourage you to lodge all returns electronically (e.g. as a pdf file) at [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au). Please ensure that emailed documents include signatures where required.

**Please note: failure to comply with these obligations is subject to a civil penalty provision** (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention), under s.305 of the RO Act. Finally, in maintaining the register of members, your attention is drawn to the circumstances where membership ceases to exist (s.230(2)(b) and s.171A of the RO Act).

Please do not hesitate to contact the Commission by phone on (03) 8661 7777 or by e-mail at [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au) if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

Anastasia Kyriakidis  
Regulatory Compliance Branch

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

Telephone: (03) 8661 7777  
Email : [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Internet : [www.fwc.gov.au](http://www.fwc.gov.au)

### Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the RO Regulations).

A copy of each of the following records must be lodged with the Fair Work Commission (the Commission) 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 (**other prescribed officer** see r.150 of the RO Regulations).

**Failure to comply with these obligations is subject to a civil penalty provision – see s.305 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 ss.230(1)(a) and (2)<br><i>[s.233(1)(a)]</i><br><b>Note:</b> In maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.   |
| List of Offices                        | A list of the offices in the organisation and each branch (note the definition of <b>office</b> and <b>officer</b> in ss.6 and 9)<br><i>[s.230(1)(b)]</i>  |
| List of Office holders                 | A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of <b>office</b> and <b>officer</b> in ss.6 and 9)<br><i>[s.230(1)(c)]</i>   |
| List of Branches                       | A record of the name of each branch of the organisation<br><i>[s.230(1)(d) and r.147(a)]</i>   |
| New Branches                           | A record of the name of each branch that commenced operation in the previous 12 months<br><i>[s.230(1)(d) and r.147(b)]</i>  |
| Old Branches                           | A record of the name of each branch that ceased operation in the previous 12 months<br><i>[s.230(1)(d) and r.147(c)]</i>   |
| 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<br><i>[s.230(1)(d) and r.147(d)]</i>  |
| 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 .<br><i>[s.230(1)(d) and r.147(e)]</i><br><b>Note:</b> this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act |
| Statement concerning number of members | 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 s.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 the organisation within the meaning of s.150 of the RO Act.<br><i>[s.230(1)(d) and rr.147(f) and (g)]</i>                           |

### Obligation to notify of changes within 35 days

If there are any changes during the year to the offices, officeholders, branches (where relevant) or the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with the Commission, 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 s.233(2) and RO Regulations r.151* refer].



10 February 2016

Mr Graham Smith  
Federal Secretary  
Australasian Meat Industry Employees Union

By email: [federal@sawa.amieu.asn.au](mailto:federal@sawa.amieu.asn.au)

Dear Mr Smith,

**Australasian Meat Industry Employees Union  
Annual Return of Information for 2016 [AR2016/98]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2016 in respect of the Australasian Meat Industry Employees Union by **31 March 2016**.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* (the RO Act) must be lodged with the Fair Work Commission (the Commission) 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 (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement. Further, you are reminded that the Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records that may occur throughout the year.

As previously advised, section 233 places the onus of lodgement on the organisation and not on each individual branch. It is therefore the national body that is obliged to collate and lodge all of the required information. Annual Return templates are available on the Commission website at [Registered Organisations fact sheets](#), one for an [organisation with branches](#) and one for an [organisation without branches](#).

Once an Annual Return has been lodged, a copy will be posted on our website at [List of Registered Organisations](#). Therefore, to protect the privacy of the relevant office holders listed in the declarations, it is recommended that officers list their official mailing address rather than personal home address.

We encourage you to lodge all returns electronically (e.g. as a pdf file) at [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au). Please ensure that emailed documents include signatures where required.

**Please note: failure to comply with these obligations is subject to a civil penalty provision** (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention), under s.305 of the RO Act. Finally, in maintaining the register of members, your attention is drawn to the circumstances where membership ceases to exist (s.230(2)(b) and s.171A of the RO Act).

Please do not hesitate to contact the Commission by phone on (03) 8661 7777 or by e-mail at [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au) if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

Anastasia Kyriakidis  
Assistant Adviser  
Regulatory Compliance Branch

### Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the RO Regulations).

A copy of each of the following records must be lodged with the Fair Work Commission (the Commission) 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 (**other prescribed officer** see r.150 of the RO Regulations).

**Failure to comply with these obligations is subject to a civil penalty provision – see s.305 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 ss.230(1)(a) and (2)<br>[s.233(1)(a)]<br><b>Note:</b> In maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.   |
| List of Offices                        | A list of the offices in the organisation and each branch (note the definition of <b>office</b> and <b>officer</b> in ss.6 and 9)<br>[s.230(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 <b>office</b> and <b>officer</b> in ss.6 and 9)<br>[s.230(1)(c)]   |
| List of Branches                       | A record of the name of each branch of the organisation<br>[s.230(1)(d) and r.147(a)]   |
| New Branches                           | A record of the name of each branch that commenced operation in the previous 12 months<br>[s.230(1)(d) and r.147(b)]  |
| Old Branches                           | A record of the name of each branch that ceased operation in the previous 12 months<br>[s.230(1)(d) and r.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<br>[s.230(1)(d) and r.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 .<br>[s.230(1)(d) and r.147(e)]<br><b>Note:</b> this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act |
| Statement concerning number of members | 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 s.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 the organisation within the meaning of s.150 of the RO Act.<br>[s.230(1)(d) and rr.147(f) and (g)]                           |

### Obligation to notify of changes within 35 days

If there are any changes during the year to the offices, officeholders, branches (where relevant) or the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with the Commission, 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 s.233(2) and RO Regulations r.151 refer].