



27 October 2017

Ms Sharra-Leagh Anderson  
Branch Secretary-Treasurer  
Australasian Meat Industry Employees Union - SA & WA Branch  
admin@sawa.amieu.asn.au

Dear Ms Anderson,

cc: federal@sawa.amieu.asn.au

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

The Australian Electoral Commission has provided the Registered Organisations Commission (the ROC) a declaration of results for the election of uncontested and contested offices for South Australia & West Australia Branch [E2017/120]. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

#### **A notice must be published on the organisation's website**

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the Fair Work (Registered Organisations) Regulations 2009).

#### **Holders of office required to undertake approved training**

Section 293K of the *Fair Work (Registered Organisations) Act 2009* (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 provided for in the RO Act.

#### **Organisation must notify the Commission of changes**

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Australasian Meat Industry Employees Union, The-SA & WA Branch must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
  - the name of the office vacated;
  - the date of the change of office holder; and
  - the name of the person vacating the office.
  
2. Person(s) who have commenced to hold office:
  - the name of the office now held;
  - the date of the change of office holder;
  - the name of the person now holding the office;

- the postal address of the person (generally the postal address of the organisation); and
- the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. A template notification of changes, which may assist you, is attached. If any change does not apply until a date in the future, you do not need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

**Christine Hibberd**  
**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, [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]*

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<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)

2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[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>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</i>	<i>1.1.2014</i>	<i>Secretary</i>	<i>Full Name</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>Full Name</i>	<i>As above</i>	<i>mechanic</i>
<i>...</i>						
<i>NSW</i>	<i>1.1.2014 (resigned) 7.1.2014 (appointed)</i>	<i>President</i>	<i>Full Name</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>Full Name</i>	<i>As above</i>	<i>mechanic</i>
		<i>Treasurer</i>	<i>Full Name</i>	<i>vacant</i>	<i>vacant</i>	<i>vacant</i>
<i>...</i>						

23 Oct 2017

# Post-election Report

Australasian Meat Industry Employees Union  
E2017/120

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## Election(s) Covered in this Report

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Election Decision No/s: E2017/120.

## Rules

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Rules used for the election: [007V: incorporates alterations of 03/11/2016 (R2016/254)].

Rules difficult to apply/interpret: None.

Model Rule reference (if any) N/A.

## Roll of Voters

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Total number of voters on the Roll: 1921 of which 806 were WA members who received the ballot papers for WA Federal Council Delegate election.

Number of apparent workplace addresses: Not noted.

Number of non-current addresses: 39 members.

Number of voters able to receive material: 1882

Other matters pertaining to the roll of voters:

## Irregularities

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Details of written allegations of irregularities, and action taken by AEC: N/A.

Other irregularities identified, and action taken: N/A.



## Other Matters

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None.

## Attachments

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- 1) Declaration of results for Uncontested and Contested Offices – SA and WA Branch.



Jeanette Hill  
Returning Officer

23 October 2017

# The Australasian Meat Industry Employees Union Scheduled Elections SA & WA Branch Committee and Federal Council

## Declaration of Results for Contested and Uncontested Offices

Below are the results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

### The Australasian Meat Industry Employees Union - South & Western Australian Branch Committee of Management

#### Assistant Secretary

Total number of names on the roll of voters	1882
Ballot papers issued	1882
Replacement ballot papers issued	0
<b>Total Ballot Papers Issued</b>	<b>1882</b>
Ballot papers / envelopes returned for scrutiny	334
Less ballot papers / envelopes rejected at preliminary scrutiny	15
Adjusting balance (Dec envelope empty)	-2
<b>Total Ballot Papers Admitted to Scrutiny</b>	<b>317</b>
Percentage of ballot papers returned to number issued	17%
Ballot papers returned as unclaimed mail	0
Ballot papers not returned	1548

<u>Candidates</u>	<u>First Preference Votes</u>	<u>Votes</u>
DA SILVA, John	0	212
BROWN, Steven James	0	103
Exhausted Votes		0
Loss/Gain by Fraction		0
Total votes	0	315
Formal ballot papers	315	315
Informal ballot papers	2	2

I declare John Da Silva elected.

#### Federal Council Delegate Western Australia (2)

Total number of names on the roll of voters	806
Ballot papers issued	806
Replacement ballot papers issued	0
<b>Total Ballot Papers Issued</b>	<b>806</b>
Ballot papers / envelopes returned for scrutiny	208
Less ballot papers / envelopes rejected at preliminary scrutiny	5

Adjusting balance	0
<b>Total Ballot Papers Admitted to Scrutiny</b>	<b>203</b>
Percentage of ballot papers returned to number issued	25%
Ballot papers returned as unclaimed mail	0
Ballot papers not returned	598

<u>Candidates</u>	<u>First Preference Votes</u>	<u>Votes</u>
DA SILVA, John	0	163
LEGG, Peter	0	140
BROWN, Steven James	0	54
Exhausted Votes		0
Loss/Gain by Fraction		0
Total votes	0	357
Formal ballot papers	201	201
Informal ballot papers	2	2

I declare John Da Silva and Peter Legg elected.

### **President**

#### Candidates

CHALLINGER, Scott

I declare Scott Challinger elected.

### **South Australian Vice President**

#### Candidates

FINCH, Mathew

I declare Mathew Finch elected.

### **Western Australian Vice President**

#### Candidates

HATCHER, Mark

I declare Mark Hatcher elected.

### **Secretary-Treasurer**

#### Candidates

ANDERSON, Sharra

I declare Sharra Anderson elected.

### **Organiser South Australia (3)**

#### Candidates

KENNEDY, Debra  
MARSHALL, Jayme  
SICH, Kaine

I declare Debra Kennedy, Jayme Marshall and Kaine Sich elected.

### **Committee of Management Representatives South Australia (4)**

#### Candidates

ASHWOOD, Sandra  
KENNY, Bradley  
LINCOLN, Donha

I declare Sandra Ashwood, Bradley Kenny and Donha Lincoln elected.  
One vacancy remains.

### **Committee of Management Representatives Western Australia (4)**

#### Candidates

MCPHEE, Angela  
PRATT, Murray

I declare Angela McPhee and Murray Pratt elected.  
Two vacancies remain.

### **Federal Council Delegate South Australia (2)**

#### Candidates

CHALLINGER, Scott  
SICH, Kaine

I declare Scott Challinger and Kaine Sich elected.



Jeanette Hill  
Returning Officer  
Australian Electoral Commission

23 October 2017



## DECISION

*Fair Work (Registered Organisations) Act 2009*  
s.189—Arrangement for conduct of an election

### **Australasian Meat Industry Employees Union** (E2017/120)

MR ENRIGHT

MELBOURNE, 24 JULY 2017

*Arrangement for conduct of election.*

[1] On 1 June 2017 the South and Western Australian Branch of The Australasian Meat Industry Employees Union (the Branch), lodged with the Registered Organisations Commission prescribed information for an election to fill the following offices:

#### **Branch Committee of Management**

President  
South Australian Vice President  
Western Australian Vice President  
Secretary-Treasurer  
Assistant Secretary  
Organisers (from the following State):

South Australia      3

Committee of Management Representatives (from the following States):

South Australia      4  
Western Australia    4

#### **Federal Council**

Branch Delegates      4

[2] I am satisfied that an election for the abovenamed offices is required to be held under the rules of the organisation and, under subsection 189(3) of the *Fair Work (Registered Organisations) Act 2009*, I am making arrangements for the conduct of the election by the Australian Electoral Commission.



DELEGATE OF THE COMMISSIONER

Printed by authority of the Commonwealth Government Printer

<Price code A, PR350789>

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Website: <http://sa.amieu.asn.au>

ABN: 44 210 953 242

**AUSTRALASIAN MEAT INDUSTRY EMPLOYEES' UNION**

South Australian Branch  
Including Western Australia  
(Registered under the Fair Work Act 2009)

1<sup>st</sup> June 2017

The General Manager  
Registered Organisation Commission  
Via Email: [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

Dear Sir/Madam,

AMIEU South & Western Australian Branch Elections:

I refer to the following resolution of the AMIEU South & Western Australian Branch executive meeting made on the 11<sup>th</sup> March 2017:

MOTION:

1. *"That the Committee of Management directs the Branch Secretary to call on the 2017 Quadrennial Elections in accordance with rule 50"*

Moved: Mark Hatcher  
Seconded: Greg Mitchell

**CARRIED UNANIMOUSLY**

Pursuant to s.189(1) of the Fair Work (Registered Organisations) Act 2009 I request that South & Western Australian Branch elections be conducted before 31st August 2017 and provide the following prescribed information:

(a) The name of each office or position for which an election is required:

- 47A.9 For the 2017 quadrennial elections and onwards, the Committee of Management of the South and Western Australian Branch shall consist of a President, a South Australian Vice President, a Western Australian Vice President, a Secretary- Treasurer, an Assistant Secretary, Organisers and the following representatives:
- 47A.9.1 Four (4) representatives from South Australia;
  - 47A.9.2 Four (4) representatives from Western Australia;
- 47A.10 Members of the Committee of Management shall be elected as follows:
- 47A.10.1 The Branch President, Branch Secretary, and Assistant Branch Secretary shall be elected by all the members within the Branch.
  - 47A.10.2 The South Australian Vice President shall be elected from members in South Australia.
  - 47A.10.3 The Western Australian Vice President shall be elected from members in Western Australia.

- 47A.10.4 Prior to each quadrennial election, the Committee of Management must determine the number of organisers to be elected from South Australia and the number of organisers to be elected from Western Australia. Organisers shall then be elected by the members from the State they will represent.

I refer to the following resolution of the AMIEU South & Western Australian Branch committee of management meeting made on the 11<sup>th</sup> March 2017:

**MOTION:**

*“That the Committee of Management determines that the officers for the election shall be those listed in Rule 47A10.*

*The number of organisers for elections within South Australia shall be 3, number of organisers in Western Australia shall be 0”*

Moved: Sandra Ashwood

Seconded: Matthew Finch

**CARRIED UNANIMOUSLY**

- 47A.10.5 The other representatives on the Committee of Management shall be elected by the members in the State they represent.

- 47A.10.6 The Secretary of the South and Western Australian Branch shall be based in Adelaide, and until such time as the Committee of Management determines otherwise, the Assistant Secretary of the South and Western Australian Branch shall be based in Perth.

Four (4) delegates to Federal Council as prescribed by Rule 13.2.3 of the AMIEU Rules.

(b) The reason for the election is that the term of the office or position is due to expire in the normal course of events under the rules of the organisation.

(c) There are no offices or positions to be determined before the prescribed day.

(d) The electorate comprises only eligible members of the South and Western Australian Branch of the Australasian Meat Industry Employees Union.

(e) Pursuant to Rule 50.1 Branch elections can be held during 2017 not later than the thirty-first day of December 2017. Nominations shall be called for at least fourteen (14) days before the advertised date of closing of nominations. The close of the ballot shall be thirty-five (35) days after the date set for the closing of nominations.

(f) Rule 10.1 provides for the roll of voters to be closed 30 days before the date fixed for the opening of nominations.

(g) The election is to be conducted as a direct voting system.



Sharra Anderson  
Branch Secretary  
AMIEU South & Western Australia