



FAIR WORK
COMMISSION

14 August 2014

Captain David Goddard
Secretary
Australian Aircrew Officers Association Group
Locked Bag 2013
South Brisbane QLD 4101

Dear Captain David Goddard

Notification of changes to records required to be kept - Section 233 - *Fair Work (Registered Organisations) Act 2009*

I acknowledge receipt of a notification regarding the election of the Deputy Chairman of the Australian Aircrew Officers Association Group, which was lodged with the Fair Work Commission on 12 August 2014.

Thank you for your attention to this matter.

Yours sincerely

Michael Moutevelis
Assistant Adviser
Regulatory Compliance Branch - NSW
Fair Work Commission

05 August 2014

By Post and Email

Ingrid Fraser
Regulatory Compliance Branch
Fair Work Commission
Level 8, Terrace Tower
80 William Street
EAST SYDNEY NSW 2011

Amendment to Annual Return of Information – 2014

The Australian Aircrew Officers Association, Annual Return of Information for 2014, as advised by AR2014/253, for information required to be lodged under Section 233(1) of the Fair Work (Registered Organisations) Act 2009 was lodged 22nd March 2014 by Captain David Goddard, the Australian Aircrew Officers Association Interim Secretary.

Since that lodgement, the Australian Electoral Commission has formally declared the result of the uncontested election held to fill the vacant position of deputy chairman of the Australian Aircrew Officers Association. The General Committee of the Australian Aircrew Officers Association subsequently resolved that the sole candidate officially took office as the deputy chairman of the Australian Aircrew Officers Association on 19 July 2014. This letter and declaration are to inform the Fair Work Commission of these changes.

We look forward to receiving your acknowledgment of receipt.

Yours faithfully,



Captain David Goddard

Secretary

Australian Aircrew Officers Association

Declaration

I, David John Goddard, of Ground Floor, 27 Peel Street, South Brisbane, in the State of Queensland, do hereby solemnly and sincerely declare that:

1. I am the secretary of the Australian Aircrew Officers Association (the "Association").
2. I am authorised to make this declaration on behalf of the Association.
3. The Office of the Association resides at 27 Peel Street, South Brisbane, Queensland 4101.
4. The Association does not operate any other Branches or Offices.
5. Annex A is a list of the names, postal addresses and occupations of the persons holding office as at 19 July 2014.
6. The office of deputy chairman of the Association has been filled through an uncontested election conducted by the AEC.
7. The particulars contained in the documents lodged herewith are a correct statement of the information contained in the records of the organisation.



Captain David Goddard

Secretary

Australian Aircrew Officers Association

DECLARED at Wooroolin in the State of Queensland this 5th day of August 2014.

Annex A

List Of Office Bearers Of The Association 2014

Position	Office Bearer	Occupation	Mailing Address
Chairman	Grant Frost	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
Deputy Chairman	James Buckett	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
Secretary	David Goddard	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
Treasurer	David Collins	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
General Committee Member	Chris Anderson	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
General Committee Member	Garry Demler	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
General Committee Member	Declan Kirwan	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101



18 June 2014

Captain David John Goddard
Secretary
Australian Aircrew Officers Association
office@ausaoa.org

Dear Mr Goddard,

Annual Return of Information for 2014 [AR2014/253]

I acknowledge receipt on 25 March and 15 May 2014 of your Declarations providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009*.

The documents lodged cover the required information for the 2014 Annual Return of Information of Australian Aircrew Officers Association.

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

Yours sincerely

Michael Moutevelis
Regulatory Compliance Branch

10 May 2014

By Post and Email

Ingrid Fraser
Regulatory Compliance Branch
Fair Work Commission
Level 8, Terrace Tower
80 William Street
EAST SYDNEY NSW 2011



Amendment to Annual Return of Information – 2014

The Australian Aircrew Officers Association, Annual Return of Information for 2014, as advised by AR2014/253, for information required to be lodged under Section 233(1) of the Fair Work (Registered Organisations) Act 2009 was lodged 22nd March 2014 by Captain David Goddard, the Australian Aircrew Officers Association Interim Secretary.

Since that lodgement, the Australian Electoral Commission has formally declared the result of the election held to determine the General Committee of the Australian Aircrew Officers Association. At a meeting of the General Committee of the Australian Aircrew Officers Association held on the 16th April 2014, the elected candidates officially took office. This letter and declaration are to inform the Fair Work Commission of these changes.

We look forward to receiving your acknowledgment of receipt.

Yours faithfully,

Captain David Goddard

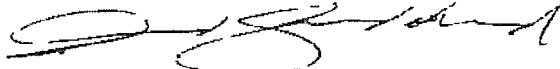
Secretary

Australian Aircrew Officers Association

Declaration

I, David John Goddard, of Ground Floor, 27 Peel Street, South Brisbane, in the State of Queensland, do hereby solemnly and sincerely declare that:

1. I am the secretary of the Australian Aircrew Officers Association (the "Association").
2. I am authorised to make this declaration on behalf of the Association.
3. The Office of the Association resides at 27 Peel Street, South Brisbane, Queensland 4101.
4. The Association does not operate any other Branches or Offices.
5. Annex A is a list of the names, postal addresses and occupations of the persons holding office as at 16 April 2014.
6. There was no nomination for the office of deputy chairman in the aforementioned election, and another election is required to fill this position.
7. The particulars contained in the documents lodged herewith are a correct statement of the information contained in the records of the organisation.



Captain David Goddard

Secretary

Australian Aircrew Officers Association

DECLARED at Wooroolin in the State of Queensland this 10 day of May 2014.

Annex A

List Of Office Bearers Of The Association 2014

Position	Office Bearer	Occupation	Mailing Address
Chairman	Grant Frost	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
Deputy Chairman	Vacant		
Secretary	David Goddard	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
Treasurer	David Collins	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
General Committee Member	Chris Anderson	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
General Committee Member	Garry Demler	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
General Committee Member	Declan Kirwan	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101

22 March 2014

By Post & Email

Ingrid Fraser
Regulatory Compliance Branch
Fair Work Commission
Level 8, Terrace Tower
80 William Street
EAST SYDNEY NSW 2011



Annual Return of Information – 2014

The Australian Aircrew Officers Association, Annual Return of Information for 2014, as advised by AR2014/253, for information required to be lodged under Section 233(1) of the Fair Work (Registered Organisations) Act 2009 is lodged with this letter by way of Declaration dated 22 March 2014 made by Captain David Goddard, interim secretary of the Australian Aircrew Officers Association.

An election for officers of the Association opened 06 March 2014 and will close at 12:00 noon Thursday, 03 April 2014. The office of deputy chairman did not receive any nomination; consequently another election for that position alone will be required after the current election has been declared.

We look forward to receiving your acknowledgment of receipt.

Yours faithfully,

Captain David Goddard

Interim Secretary
Australian Aircrew Officers Association

Declaration

I, David John Goddard, of Ground Floor, 27 Peel Street, South Brisbane, in the State of Queensland, do hereby solemnly and sincerely declare that:

1. I am the Interim Secretary of the Australian Aircrew Officers Association (the "Association").
2. I am authorised to make this declaration on behalf of the Association.
3. The Office of the Association resides at 27 Peel Street, South Brisbane, Queensland 4101.
4. The Association does not operate any other Branches or Offices.
5. Annex A is a list of the names, postal addresses and occupations of the persons holding office as at 22 March 2014.
6. The number of persons who were members of the Association as of 31 December 2013, was 135 members.
7. An election for Officers of the Association is currently underway and will conclude on 3 April 2014. There was no nomination for the office of deputy chairman.
8. An election for the office of deputy chairman will be required in the current year, after the current election closes.
9. The register of members has, at all times, been kept and maintained, as required by the Fair Work (Registered Organisations) Act 2009, Section 230(1)(a) and (2).
10. The particulars contained in the documents lodged herewith are a correct statement of the information contained in the records of the organisation.



Captain David Goddard

Interim Secretary
Australian Aircrew Officers Association

DECLARED at Kingaroy in the State of Queensland this 22 day of March 2014.

Annex A

List Of Office Bearers Of The Australian Aircrew Officers Association
2014

Position	Office Bearer	Occupation	Mailing Address
Interim Chairman	Grant Frost	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
Interim Deputy Chairman	Povilas Kalade	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
Interim Secretary	David Goddard	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
Interim Treasurer	David Collins	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
Steering Committee Member	Paul Hetherington	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101
Steering Committee Member	Craig Emett	Aircrew Officer	Ground Floor, 27 Peel Street South Brisbane, QLD 4101



18 March 2014

Captain Grant Frost
Interim Chairman
Australian Aircrew Officers Association
Sent by email: office@aoaaustralia.org

Dear Captain Frost

**Australian Aircrew Officers Association
Annual Return of Information for 2014 [AR2014/253]**

I refer to our letter dated 25 February 2014 reminding you of the obligation to lodge an Annual Return of Information for 2014 in respect of the above by **31 March 2014**. 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 for 2014 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 FWC') 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. A declaration signed by a non-elected person does not meet this requirement. The Secretary or other prescribed officer must also notify the FWC within 35 days of any changes to such records.

Once an Annual Return or change of records has been lodged, a copy will be posted on our website at www.fwc.gov.au - under *Registered organisations - List of registered organisations*. In order to protect the privacy of the relevant office holders listed in declarations, you may wish to list their official mailing address rather than personal home address.

We encourage you to lodge all returns electronically e.g. as pdf files at 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 \$51,000 for a body corporate and \$10,200 for an individual per contravention) - see s.305 of the RO Act. Further, 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.

Please do not hesitate to contact me on (03) 8661 7936 or by e-mail at robert.pfeiffer@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely

Robert Pfeiffer
Senior 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) [s.233(1)(a)] Note: 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 office and officer in ss.6 and 9) [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 office and officer in ss.6 and 9) [s.230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [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 [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 [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 [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. [s.230(1)(d) and r.147(e)] Note: this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by 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. [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 list of offices, list of officeholders, list of branches (where relevant) and the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with 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].



25 February 2014

Captain Grant Frost
Interim Chairman
Australian Aircrew Officers Association

Sent by email: office@aoaaustralia.org

Dear Captain Frost

**Australian Aircrew Officers Association
Annual Return of Information for 2014 [AR2014/253]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2014 in respect of the above by **31 March 2014**.

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. The Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records.

Once an Annual Return or change of records has been lodged, a copy will be posted on the Commission's website at www.fwc.gov.au – under *Registered organisations - List of registered organisations*. In order to protect the privacy of the relevant office holders listed in the declarations, you may wish to list their official mailing address rather than personal home address.

The Commission encourages you to lodge all returns electronically e.g. as pdf or tif files at 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 \$33,000 for a body corporate and \$6,600 for an individual per contravention), see s.305 of the RO Act. Further, 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.

Should you seek any clarification in relation to the above, please contact Mr Robert Pfeiffer on (03) 8661 7936 or via email at robert.pfeiffer@fwc.gov.au.

Yours sincerely

Ingrid Fraser
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) [s.233(1)(a)] Note: 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 office and officer in ss.6 and 9) [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 office and officer in ss.6 and 9) [s.230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [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 [s.230(1)(d) and r.147(b)]
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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 [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. [s.230(1)(d) and r.147(e)] Note: this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by 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. [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 list of offices, list of officeholders, list of branches (where relevant) and the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with 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].