



Australian Government
Registered Organisations Commission

1 October 2020

Christopher Hewett
Secretary
Australian and International Pilots Association
Sent via email: office@aipa.org.au

Dear Christopher Hewett

The Australian and International Pilots Association's Officer and related party disclosure statement (ORP Statement)

Thank you for providing your amended ORP statement, updating details provided on 18/12/2018. Your ORP statement includes information required to be provided to your members and lodged under subsection 293J of the Fair Work (Registered Organisations) Act 2009 (the RO Act).

Summary of your ORP Statement and Review Outcome

Financial year ending 30 June 2018
Matter number ORP2018/1322
Lodgement date 18 December 2018
Amendment Lodgement date 13 August 2020
Review Primary Review
Result FILED

Your primary review

Your ORP statement had a **primary review** which checked whether it was signed by an officer, lodged on time, included the required NIL statements and whether you met the requirements that the ROC raised with you last year.



Your ORP statement satisfied the requirements of the primary review and has been uploaded to the ROC website.

The ROC's risk-based approach

This year your ORP statement was assessed against a primary review. A primary review does not check all legislative requirements.

Over a five year period the ORP statement of every organisation and branch will be subject to at least one advanced review. An advanced review is a more comprehensive review.

The ROC's [advanced review checklist](#) is published on our website.

Do you have questions?

Information and education materials are available on our [website](#). These materials are regularly updated. We recommend you [subscribe to the ROC's subscription service](#).

If you have any queries we can be contacted on 1300 341 665 or by email at regorgs@roc.gov.au.

Yours sincerely

Registered Organisations Commission

13 August 2020

Mr Mark Bielecki
Registered Organisations Commissioner
GPO Box 2983
MELBOURNE VIC 3001
By email only: regorgs@roc.gov.au

Dear Commissioner,

Re: AIPA Amended Officer and Related Party Disclosure Statements

We refer to our letter dated 12 June 2020 and recent correspondence with the ROC regarding related party transactions in the Australian and International Pilots Association (**AIPA**).

We **enclose** two amended ORP statements for the financial year ending 30 June 2018 and the financial year ending 30 June 2019.

The amended statements now include the related party transaction with AIPA and Mandoon Pty Ltd, a company controlled by Committee of Management member Andrew McCallum and his spouse. We confirm that both Andrew McCallum and his spouse are related parties under section 9B of the *Fair Work (Registered Organisations) Act 2009*. Mandoon Pty Ltd, being an entity controlled by a related party is also a related party under section 9B of the *Fair Work (Registered Organisations) Act 2009*.

In reviewing our ORP statements and preparing our amendments, we also revisited the relevant remuneration and non-cash benefits for the top five ranking of officers. In our first ORP statement, filed on 18 December 2018, AIPA classified reimbursement for lost flying as a non-cash benefit. However, in our second ORP statement filed on 20 December 2019, following conversations with the ROC and having considered the ROC's ORP guidance note GN014 dated 3 December 2019, reimbursement for lost flying was categorised as relevant remuneration. We believe that the correct categorisation is relevant remuneration. In amending the 2018 statement, we included an amendment and note to account for the correct categorisation of this reimbursement for lost flying. We apologise for this miscategorisation and we hope the changes we have made in the amended 2018 statement in this regard are acceptable to the ROC.

We once again apologise for our oversight and we appreciate the ROC engaging with AIPA to allow us to address this. As we have previously outlined to the ROC, we have instituted new measures to ensure that such an oversight will not occur in the future. We will consistently review and seek to improve our internal governance procedures to ensure that AIPA is able to achieve a high level of compliance.

Should you require any further information or clarification on any of the matters contained in our response, please contact our In-House Lawyer, Sabrina Garcia on 02 8307 7740 or at sabrina.garcia@aipa.org.au.

Your sincerely,



Mr Christopher Hewett
AIPA Secretary

CC: Nicole Selakovic, Bill Steenson

OFFICER AND RELATED PARTY DISCLOSURE STATEMENT in accordance with Section 293J *Fair Work (Registered Organisations) Act 2009*

I, Christopher Hewett, being the Secretary of the Australian and International Pilots Association, declare the following Officer and Related Party Disclosure Statement.

Organisation Name:	Australian and International Pilots Association	Branch Name:	N/A
Financial year start date:	1 July 2017	Financial year end date:	30 June 2018

Top Five Rankings of Officers – Relevant remuneration and non-cash benefits

When all officers in the Australian and International Pilots Association are ranked by relevant remuneration for the financial year, the following officers are ranked no lower than fifth:

Full Name	Office (e.g. Secretary)	Actual Amount of Relevant Remuneration	Value of Relevant non- cash benefits	Form of relevant non- cash benefits (e.g. car)
1. Murray Butt	President	\$67,080	NIL	N/A
2. Adam Susz	Treasurer	\$27,359.09*	NIL	N/A
3. Shane Loney	Vice-President	\$6,030.03*	NIL	N/A
4. NIL	NIL	NIL	NIL	NIL
5. NIL	NIL	NIL	NIL	NIL

Note: The above amounts of relevant remuneration marked with an asterisk are for reimbursement for lost flying only.

- Only those officers listed above received relevant remuneration from the organisation, relevant boards or related parties. No other officers in the organisation received relevant remuneration from the organisation, relevant boards or related parties.
- None of the officers listed above received non-cash benefits from the branch/organisation.
- Please note the original ORP statement incorrectly categorised the reimbursement for lost flying as a non-cash benefit. This has been amended accordingly.

Payments to related parties and declared persons or bodies

During the financial year, the Australian and International Pilots Association made the following payments to related parties or declared persons or bodies. The details of these payments are included below. This list does not include payments that have been exempted from disclosure under section 293G.

Date	Name	Nature of relationship (e.g company owned by Secretary)	Purpose of payment (e.g. catering)	Amount	Other relevant details
14 November 2017 – 30 June 2018	Mandoon Pty Ltd	Company owned by Committee of Management member Mr Andrew McCallum.	Provision of RosterSMS service.	\$23,763.50	See notes below

Additional notes:

- This amended ORP statement has been filed to correct the ORP statement filed on 18 December 2018, which did not include the above payments to Mandoon Pty Ltd.
- We confirm Mandoon Pty Ltd is an entity that is controlled on a two thirds basis by Committee of Management member, Mr Andrew McCallum. The remaining one third is owned by Mr McCallum's spouse. Both Mr McCallum and his spouse are related parties under section 9B of the *Fair Work (Registered Organisations) Act 2009*.
- AIPA entered into a contract with Mandoon Pty Ltd prior to Mr McCallum becoming a Committee of Management member on 14 November 2017. The amount above only covers the payments made from 14 November 2017 to 30 June 2018 when the related party provisions became relevant.

Signed by the officer:



Dated: 13 August 2020



1 May 2019

Chris Hewett
Secretary
Australian and International Pilots Association
Sent via email: Locked Bag 5747
Botany NSW 1455

Dear Chris Hewett,

Officer and related party disclosure statement under 293J (ORP Statement) for 2018 (ORP2018/1322)

I acknowledge receipt by the Registered Organisations Commission (the ROC) on 18 December 2018 of your organisation's ORP Statement which provides information required to be lodged under subsection 293J of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

Thank you for providing your ORP Statement. The ORP Statement has been filed.

Time frames

Section 293J requires that the ORP Statement is provided to members and a copy lodged with the ROC within 6 months of the end of the organisation's financial year.

Material Personal Interests

ORP Statements do not include information about disclosures of material personal interests. Members of organisations can access these disclosures on request. Details of these disclosures must be provided within 28 days to any member who requests them in writing.

Assistance

The ROC has provided educational materials regarding ORP Statements. For access to the webinars, fact sheets, templates and other information please see our [Disclosure Obligations Page](#) or our [Fact Sheets page](#).

For information on upcoming educational events, including information sessions, webinars and new templates please see our [Education Strategy](#).

If you have any queries regarding this correspondence I can be contacted on 1300 341 665 or by email at regorgs@roc.gov.au.

Yours faithfully

Roslyn Wozniak
Registered Organisations Commission

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Organisation Name:	Australian and International Pilots Association	Branch Name:	N/A
Financial year start date:	1 July 2017	Financial year end date:	30 June 2018

Top Five Rankings of Officers – Relevant remuneration and non-cash benefits

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Full Name	Office (e.g. Secretary)	Actual Amount of Relevant Remuneration	Value of Relevant non- cash benefits	Form of relevant non- cash benefits (e.g. car)
1. Murray Butt	President	\$67,080	NIL	N/A
2. Adam Susz	Treasurer	NIL	\$27,359.09	Reimbursement for lost flying
3. Shane Loney	Vice-President	NIL	\$6,030.03	Reimbursement for lost flying


- Only those officers listed above received relevant remuneration from the organisation, relevant boards or related parties. No other officers in the organisation received relevant remuneration from the organisation, relevant boards or related parties.

Payments to related parties and declared persons or bodies

During the financial year, the Australian and International Pilots Association made the following payments to related parties or declared persons or bodies. The details of these payments are included below. This list does not include payments that have been exempted from disclosure under section 293G.

Date	Name	Nature of relationship <i>(e.g company owned by Secretary)</i>	Purpose of payment <i>(e.g. catering)</i>	Amount	Other relevant details
N/A	N/A	N/A	N/A	NIL	N/A

The organisation did not make any payments to related parties or declared persons or bodies that are required to be disclosed.

Signed by the officer: 

Dated: 18 December 2018

[PLEASE NOTE: The Officer and Related Party Disclosure Statement must be provided to members and a copy lodged with the Registered Organisations Commission (ROC) within 6 months of the end of the financial year. It can be lodged with the ROC by emailing to regorgs@roc.gov.au. ALL BRANCHES are required to lodge an Officer and Related Party Disclosure Statement.]