



Australian Education Union

Federal Office

Ground Floor, 120 Clarendon Street, Southbank, Victoria, 3006
PO Box 1158, South Melbourne, Victoria, 3205
Federal Secretary : Susan Hopgood
Federal President : Correna Haythorpe

Phone : +61 (0)3 9693 1800
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Email : aeu@aeufederal.org.au
Web : www.aeufederal.org.au

22 March 2018

Chris Cox
Returning Officer
Australian Electoral Commission
PO Box 496
Haymarket NSW 1239

By email — Christine.Cox@aec.gov.au

Dear Chris,

Post-election Report for the Australian Education Union E2017/186

I refer to your post-election report dated 22 February 2018, which was received on 23 February 2018.

I note that in relation to the election for the Aboriginal and Torres Islander Federal Executive Member, the National Principal Federal Executive Member and the Early Federal Executive Member Childhood Educator Federal Executive Member the Returning officer is 'of the view that Rules 35A, 35B and 35C of the Federal Rules is procedurally defective'.

Pursuant to section 198(2) of the *Fair Work (Registered Organisations) Rules 2009* (Cth) (**FW(RO) Act**), I wish to inform the AEC that the AEU Federal Conference will be presented with amendments to the Federal Rules to remedy the defect. The amendments will provide for sufficient time between the close of nominations and the declaration of the ballot for remedying defective nominations, withdrawal of nominations and the ballot period for the election of these positions. The 2019 Federal Conference is the next opportunity due to the time requirements for submitting rules amendments to Federal Conference however this will be before the next election is due for these position.

The AEU will make available this response to members in accordance with section 198(3) of the FW(RO) Act.

Yours sincerely

A handwritten signature in blue ink that reads 'S Hopgood'.

Susan Hopgood
Federal Secretary



Australian Education Union

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22 March 2018

Christine Hibberd
Registered Organization's Commission
GPO Box 1994
Melbourne VIC 3001

E-mail: regorgs@roc.gov.au

Dear Ms Hibberd,

Post-election Report for the Australian Education Union: E2017/186

I refer to your letter dated 1 March 2018 in relation to a post-election report dated 22 February 2018 in respect of an election conducted by the AEC numbered E2017/186.

The Report contained a part dealing with rules that the AEC considered to be “difficult rules” (**Relevant Extracts**). The report is enclosed with this letter and includes the Relevant Extract. The AEU's response to the report dated 22 March 2018 is also enclosed with this letter.

Steps taken to make the Relevant Extracts and responses available to members

I declare that the AEU will provide the Relevant Extracts and the AEU's responses to the AEC to members, upon request, free of charge.

I confirm that both the Relevant Extract and the AEU's response provided to the AEC are set out on the Federal Office's website: see, <http://www.aeufederal.org.au/about/organisation>

The documents will remain available on the AEU's website for a period of at least 60 days.

If you consider that additional steps should be taken to make the Relevant Extracts and the AEU's responses available to members, please let me know.

Yours sincerely,

A handwritten signature in blue ink that reads 'S Hopgood'.

Susan Hopgood
Federal Secretary



1 March 2018

Ms Pat Forward
Deputy Federal Secretary, Federal TAFE Secretary
Australian Education Union
aeu@aeufederal.org.au

Dear Ms Forward

Organisation must respond to the post-election report of the Australian Electoral Commission: E2017/186

On 23/02/2018 the Registered Organisations Commission (the ROC) received a post election report from the Australian Electoral Commission (AEC) for election E2017/186 dated 22/02/2018. The AEC will have also provided the report to the organisation under section 197 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The report identifies rules that were difficult to interpret or apply, in particular Federal rules 35A, 35B, and 35C. This letter serves as a reminder of the obligations imposed on the organisation or branch as a consequence of the AEC's report. If a response has already been sent to the AEC and made available to all members please disregard this letter.

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 regs 141(4) and (5)).

A written response must be provided to the AEC

A written response must be provided to the AEC within 30 days of receipt of the report. The organisation's response must include whether the organisation or branch intends to take action and if so what action the organisation or branch intends to take (s198(2)).

Extract of report must be made available to members

The organisation or branch must make the section of the report relating to the difficult rules available to its members (s198(3)). This extract from the report must be made available to the members before or at the same time as the organisation's response is made available to members.

Written response must be made available to members

A copy of the organisation's response to the AEC must be made available to members either:

- within 30 days after the response is given to the AEC, or
- published in the next edition of the organisation or branch journal (s198(5))

Subsection 198(6) and regulation 142 prescribe ways in which the relevant extract and the copy of the response can be made available to members. These do not limit the ways in which they can be made available to members. The organisation will comply if it does all of the following:-

- publish the report extract and the copy of the response in the next edition of the organisation or branch's journal; and

- within 30 days of giving the response to the AEC:
 - lodges with the ROC a copy of the relevant extract and response, together with a declaration that a copy will be provided to any member who so requests; and
 - give notice in the next edition of the organisation or branch's journal, or an appropriate newspaper, that a copy of the relevant extract and response are available on request to each member free of charge; and
- publish the relevant extract on the website within 14 days after receiving the report, and publish the response on the website within 14 days of giving the response to the AEC (reg 142(2)).

Penalties may apply

If the organisation or branch does not:

- respond to the AEC within 30 days,
- make the extract of the report relating to the rules available to members no later than the organisation's response is made available to members, or
- make the organisation's response available to members within 30 days or in the next edition of the journal,

the organisation may face penalties under the RO Act. Each requirement listed above is a civil penalty provision that may result in fines for the organisation

As noted above, if the response and report have already been made available to members and the AEC, please disregard this letter. If you have any questions in relation to these obligations please contact the ROC for assistance by email to regorgs@roc.gov.au.

If the organisation or branch decides to alter its rules in response to the AEC's report

If the organisation or branch decides to alter its rules in response to the AEC's report, the ROC is NOT able to provide advice and assistance regarding draft alterations or the processes required to make the alterations. Rule alterations remain a function of the Fair Work Commission.

Yours faithfully

Christine Hibberd

Registered Organisations Commission



1 March 2018

Ms Pat Forward
Deputy Federal Secretary, Federal TAFE Secretary
Australian Education Union
aeu@aeufederal.org.au

Dear Ms Forward,

cc: New South Wales Teachers Federation (NSWTF) Branch, dixon@nswtf.org.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 offices for Federal and NSWTF Branch [E2017/186]. 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 Australian Education Union 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].¹
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:²
 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]:³
 - COMMENCED operation:
 1. *[include name of each new branch]*
 2. ...
 - CEASED operation:
 1. *[include name of each closed branch]*

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

³ 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.]*

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	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
<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>						

21 February 2018

Post-election Report

Australian Education Union E2017/186

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Election(s) Covered in this Report

Election Decision No/s: E2017/186

Rules

Rules used for the election:	284V: Incorporates alterations of 23 June 2017{R2017/54} Also Alterations of 21/8/2017 in matter R2017/139
Rules difficult to apply/interpret: Model Rule reference (if any)	Federal Rules 35A, 35B, 35C procedurally defective Model Rule 6

Roll of Voters

As there were no contested offices, no Roll of Voters was required.

Irregularities

Details of written allegations of irregularities, and action taken by AEC: *NIL*

Other irregularities identified, and action taken:

Federal Rules

Rule 35A, 35B and 35C of the Federal Rules is procedurally defective because it does not allow for sufficient time between the close of nominations on 1 February and declaration of the ballot by 28 February for remedying defective nominations, withdrawal of nominations and the ballot period of not less than 21 days (Rule 39(15)).

Other Matters

Tasmanian Branch Rules

The Tasmanian Branch Rule 23A (Alteration R2017/139) now allocates the first (and at the moment the only) office of Federal Executive Member to the Branch President when that person is a member assigned to the General Division - or if not, to the Deputy President DoE Sector. Therefore, this rule now makes the conduct of an election superfluous where there is only one Delegate allocated from Tasmania.

Attachments

- 1) Declaration of results for Uncontested Offices - National
- 2) Declaration of results for Uncontested Offices – Federal Executive Members
- 3) Declaration of Results for Uncontested Offices – NSW
- 4) Declaration of Results for Uncontested Offices – QLD
- 5) Declaration of Results for Uncontested Offices – VIC
- 6) Declaration of Results for Uncontested Offices –TAS
- 7) Declaration of Results for Uncontested Offices - NT

A handwritten signature in black ink, appearing to be 'Chris Cox', with a stylized, looped initial 'C' and a horizontal line extending to the right.

Chris Cox
Returning Officer
22 February 2018

Australian Education Union

Federal Executive Members NSWTF General Division

Declaration of Results for Uncontested Offices

E2017/186

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.

Federal Executive Members representing General Division (4)

Candidates

DIXON, John
LEMAIRE, Joan
ROSICKY, Michelle
ZADKOVICH, Gary

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Chris Cox
Returning Officer
22 November 2017

Australian Education Union Federal Officers - Federal TAFE - International Trust Fund

Declaration of Results for Uncontested Offices

E2017/186

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.

Federal Officers

Federal President

Candidates

HAYTHORPE, Correna

Deputy Federal President

Candidates

MULHERON, Maurie

Federal Secretary

Candidates

HOPGOOD, Susan

Deputy Federal Secretary

Candidates

FORWARD, Patricia Ann

Federal TAFE President

Candidates

PURDY, Michelle

International Trust Fund Committee

Members of the International Trust Fund Committee (6)

Candidates

BYRNE, Pat

MADSEN, Roz

MOLONEY, Graham

PEACE, Meredith

RAJENDRA, Henry

No further nomination was accepted

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Chris Cox
Returning Officer
8 December 2017

Australian Education Union Federal Executive Members

Declaration of Results for Uncontested Offices

E2017/186

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.

Federal Executive Member

Aboriginal and Torres Strait Islander Federal Executive Member

Candidates

BROWN, Cassandra Selene

National Principal Federal Executive Member

Candidates

GORMAN, Shane

Early Childhood Educator Federal Executive Member

Candidates

MENZ Martel

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Chris Cox
Returning Officer
9 February 2018



30 January 2018

Ms Pat Forward
Deputy Federal Secretary, Federal TAFE Secretary
Australian Education Union
aeu@aeufederal.org.au

Dear Ms Forward,

cc: Victorian Branch, gillian.robertson@aeuvic.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 offices for the Victorian Branch [E2017/186]. 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 Australian Education Union 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].¹
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:²
 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]:³
 - COMMENCED operation:
 1. *[include name of each new branch]*
 2. ...
 - CEASED operation:
 1. *[include name of each closed branch]*

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

³ 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.]*

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	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
<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>						



Post-election Report

Australian Education Union (AEU) - Victorian
Branch - E2017/186

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Election(s) Covered in this Report

Election Decision No/s: E2017/186

Rules

Rules used for the election: **Err284V Incorporates alterations of 30 November 2017 [R2017/143]** (replaces rulebook dated 23 June 2017 [R2017/54])

Rules difficult to apply/interpret: None

Roll of Voters

Total number of voters on the Roll: N/A

Number of apparent workplace addresses: N/A

Number of non-current addresses: N/A

Other matters pertaining to the roll of voters: None

Irregularities

Details of written allegations of irregularities, and action taken by AEC: None

Other irregularities identified, and action taken: N/A

Other Matters

Insert here details of other matters it will be useful to bring to the attention of the organisation – this may include matters such as rules that, although not meeting the definition of difficult to apply or interpret, might be better if they were modernised or clarified or covered matters which the RO had to use their “fill the gap” power to apply.

Attachments

- 1) Declaration of Results for Contested and Uncontested Offices – VIC

Jeff Webb
Returning Officer

25 January 2018



Reference: V17/287

Ms Gillian Robertson
Australian Education Union
PO Box 363
ABBOTSFORD VIC 3067

Dear Ms Robertson,

**Australian Education Union
Scheduled Election - Federal Executive Members - E2017/186**

The declaration of the election for uncontested offices is attached.

The election is now complete.

Yours sincerely

Jeff Webb
Returning Officer

25 January 2018

cc all candidates

Jeff Webb
(03) 9285 7141
(02) 6293 7603
Jeff.webb@aec.gov.au

www.aec.gov.au
ABN 21 133 285 851

Australian Education Union

Scheduled Election - Federal Executive Members – E2017/186

Declaration of Results for 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.

Victorian Branch

Federal Executive Members representing the General Division of the Victorian Branch (4)

Candidates

AULICH, Erin Therese
CLANCY, Carolyn Joy
MULLALY, Justin Thomas
PEACE, Meredith Lynne

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Jeff Webb
Returning Officer

25 January 2018



16 January 2018

Ms Pat Forward
Deputy Federal Secretary, Federal TAFE Secretary
Australian Education Union
aeu@aeufederal.org.au

Dear Ms Forward,

cc: Queensland Branch, qtu@qtu.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 offices for Queensland Branch [E2017/186]. 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.

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 - the date of the change of office holder;
 - the name of the person now holding the office;
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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*

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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].¹
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:²
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- On [DATE] the following branch[es]:³
 - COMMENCED operation:
 1. *[include name of each new branch]*
 2. ...
 - CEASED operation:
 1. *[include name of each closed branch]*

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

³ 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.]*

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	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
<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>						



Australian Education Union
Federal Executive Member (General Division) – Queensland Branch (3)
E2017/186

Declaration of Results for 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.

Federal Executive Member representing the General Division

Candidates

PIDGEON, Samantha Christie
BATES, Kevin John
SWADLING, Jennifer Jean

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.

Sara Taylor
Returning Officer

Tuesday, 5 December 2017



30 November 2017

Ms Pat Forward
Deputy Federal Secretary, Federal TAFE Secretary
Australian Education Union
aeu@aeufederal.org.au

Dear Ms Forward,

cc: Northern Territory Branch, admin@aeunt.org.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 offices for Northern Territory Branch [E2017/186]. 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 Australian Education Union 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].¹
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:²
 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]:³
 - COMMENCED operation:
 1. *[include name of each new branch]*
 2. ...
 - CEASED operation:
 1. *[include name of each closed branch]*

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

³ 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.]*

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	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
<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>						

28 November 2017

Post-election Report

**Australian Education Union, Federal Executive
Member, Tasmanian Branch E2017/186**

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Irregularities	3
Other Matters.....	3
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Election(s) Covered in this Report

Election Decision No/s: E2017/186

Rules

Rules used for the election: 284V: alterations of 21 August 2017 in matter R2017/139

Rules difficult to apply/interpret: Nil, but see Other Matters

Roll of Voters

Total number of voters on the Roll: 16

Number of apparent workplace addresses: Nil

Number of non-current addresses: Nil

Other matters pertaining to the roll of voters: Nil

Irregularities

Details of written allegations of irregularities,
and action taken by AEC:

Other irregularities identified, and action taken: Nil

Other Matters

The Tasmanian Branch Rule 23A now allocates the first (and at the moment the only) office of Federal Executive Member to the Branch President when that person is a member assigned to the General Division - or if not, to the Deputy President DoE Sector. Therefore, this rule now makes the conduct of an election superfluous where there is only one Delegate allocated from Tasmania.

Attachments

1. Declaration of uncontested office.

Michael Horwood
Returning Officer, Tasmania

28 November 2017



Australian Education Union
Federal Executive Member (General Division) – Northern Territory
E2017/186

Declaration of Results for 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.

Federal Executive Member representing the General Division

Candidates

RYAN, Jarvis

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidate elected.

Sara Taylor
Returning Officer

Tuesday, 21 November 2017



17 November 2017

Ms Pat Forward
Deputy Federal Secretary, Federal TAFE Secretary
Australian Education Union
aeu@aeufederal.org.au

Dear Ms Forward,

cc: Tasmanian Branch, rozm@aeutas.org.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 offices for Tasmanian Branch [E2017/186]. 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 Australian Education Union 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].¹
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:²
 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]:³
 - COMMENCED operation:
 1. *[include name of each new branch]*
 2. ...
 - CEASED operation:
 1. *[include name of each closed branch]*

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

³ 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.]*

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	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
<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>						



GPO BOX 520 HOBART TAS 7001

Reference: T17/36

Ms Roz Madsen
State Manager
Australian Education Union
32 Patrick Street
HOBART TAS 7000

Dear Ms Madsen,

Australian Education Union

The declarations for uncontested offices in the below elections is attached.

- Tasmanian Branch Stage 2 (E2017/102)
- Federal Executive Delegate Tasmania (E2017/186)
- Federal Conference Delegates Tas Branch Casual Vacancies (E2017/212)

The elections are now complete.

Yours sincerely



Louise Stokell (for)
Michael Horwood
Returning Officer

15 November 2017

Australian Education Union Federal Executive Delegate Tasmania

Declaration of Results for Uncontested Offices

E2017/186

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.

Branch Council Members from General Division

Federal Executive Member representing the General Division

Candidates

RICHARDSON, Helen

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidate elected.



Louise Stokell (for)
Michael Horwood
Returning Officer

15 November 2017



DECISION

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

Australian Education Union
(E2017/186)

MR ENRIGHT

MELBOURNE, 21 AUGUST 2017

Arrangement for conduct of election.

[1] On 7 August 2017 the Australian Education Union lodged with the Registered Organisations Commission prescribed information for an election to fill the following offices:

Federal President	(1)
Deputy Federal President	(1)
Federal Secretary	(1)
Deputy Federal Secretary	(1)
Member of International Trust Fund Committee	(6)
Federal TAFE President	(1)
Federal Executive Member (General Division) from:	
New South Wales Teachers Federation Branch	(4)
Queensland Branch	(3)
Victorian Branch	(4)
Tasmanian Branch	(1)
Northern Territory Branch	(1)
Federal Executive Member - Aboriginal and Torres Strait Islander	(1)
Federal Executive Member - National Principal	(1)
Federal Executive Member - Early Childhood Educator	(1)

[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

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From: Pat Forward <PForward@aeufederal.org.au>
Sent: Monday, 7 August 2017 12:04 PM
To: ROC - Registered Org Commission
Cc: Susan Hopgood; Pat Forward
Subject: Prescribed Information for AEU Elections - ROC
Attachments: PI 2018 - Federal Officers and ITF.pdf; PI 2018-19 - Federal Executive.pdf

Dear Commissioner Bielecki,

Please find attached Prescribed Information for Australian Education Union Elections from Pat Forward, AEU Deputy Federal Secretary.

Yours sincerely,
David Gonzalez
for
Pat Forward
Deputy Federal Secretary

--

David Gonzalez
Administration Officer
Australian Education Union - Federal Office
03 9693 1808 - Direct
0458 174 000 - Mobile



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Australian Education Union

Federal Office

*Ground Floor, 120 Clarendon Street, Southbank, Victoria, 3006
PO Box 1158, South Melbourne, Victoria, 3205
Federal Secretary : Susan Hopgood
Federal President : Correna Haythorpe*

*Phone : +61 (0)3 9693 1800
Fax : +61 (0)3 9693 1805
Email : aeu@aeufederal.org.au
Web : www.aeufederal.org.au*

7 August 2017

Mr Mark Bielecki
Registered Organisations Commissioner
Registered Organisations Commission
GPO Box 1994
Melbourne VIC 3001

Email: regorgs@roc.gov.au

Statement: Prescribed Information for Elections: Section 189(1) of the Fair Work (Registered Organisations) Act 2009 and Regulation 138 Fair Work (Registered Organisations) Regulations 2009 – AEU Federal Officers and International Trust Fund

Dear Commissioner Bielecki,

I, Pat Forward, being the Deputy Federal Secretary of the Australian Education Union make the following statement:

1. I am the Deputy Federal Secretary of the Australian Education Union and am authorised to sign this prescribed information in relation to elections which are required to be held for the undermentioned offices in this Union (Annexure A – Federal Officers and International Trust Fund Delegates)
2. I confirm that the following information is being lodged under subsection 189(1) of the Fair Work (Registered Organisations) Act 2009.
3. This statement is lodged at least 2 months before nominations open for the required elections.

4. Voting system and number of positions

The elections that are required are set out in the table in Annexure A. The voting system shall be a collegiate electorate system in all cases.

5. Dates and Times

Rules 37, 38 and 39 specify the dates and times for the holding of the election of the Federal Officers and, by virtue of Rule 67 (5) (a) and (b), the International Trust Fund Committee.

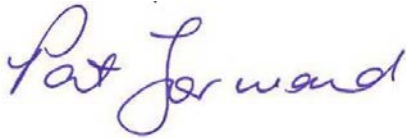
Rules 56 and 57 specify the times and procedures in relation to the election of the Federal TAFE Officers. The National TAFE Council has made no Rules which differ from the provisions of Rules 37 and 38.

Rule 38 establishes the timetable for the elections, namely that nominations open no later than 15 November 2017 and close by 5.00pm on 30 November 2017.
Rule 39 sets out the procedures to be followed in relation to the election.

6. Closure of the Roll of Voters

Federal Rule 30 (4) states that the roll of voters is to be closed seven days before the day on which nominations open.

Yours sincerely,



Pat Forward
Deputy Federal Secretary

ANNEXURE A - ELECTION REQUIRED FOR FEDERAL OFFICERS AND INTERNATIONAL TRUST FUND

NAME OF OFFICE	TERM OF OFFICE	NUMBER REQUIRED	VOTING SYSTEM	REASON FOR ELECTION	ELECTORATE
Federal President	1 st Feb 2018 – 31 Jan 2020	One	Collegiate	The current term of office expires on 31 Jan 2018	Federal Conference Delegates elected for the term 2018-2019 in elections currently being held and includes incumbent Officers occupying the positions of Federal President, Deputy Federal President, Federal Secretary and Deputy Federal Secretary
Deputy Federal President	1 st Feb 2018 – 31 Jan 2020	One	Collegiate	The current term of office expires on 31 Jan 2018	Federal Conference Delegates elected for the term 2018-2019 in elections currently being held and includes incumbent Officers occupying the positions of Federal President, Deputy Federal President, Federal Secretary and Deputy Federal Secretary
Federal Secretary	1 st Feb 2018 – 31 Jan 2022	One	Collegiate	The current term of office expires on 31 Jan 2018	Federal Conference Delegates elected for the term 2018-2019 in elections currently being held and includes incumbent Officers occupying the positions of Federal President, Deputy Federal President, Federal Secretary and Deputy Federal Secretary
Deputy Federal Secretary	1 st Feb 2018 – 31 Jan 2022	One	Collegiate	The current term of office expires on 31 Jan 2018	Federal Conference Delegates elected for the term 2018-2019 in elections currently being held and includes incumbent Officers occupying the positions of Federal President, Deputy Federal President, Federal Secretary and Deputy Federal Secretary
Six (6) members of the International	1 st Feb 2018 – 31 Jan 2020	One	Collegiate	The current term of office	Federal Conference Delegates elected for the term 2018-2019 in elections currently being held and

Trust Fund Committee				expires on 31 Jan 2018	includes incumbent Officers occupying the positions of Federal President, Deputy Federal President, Federal Secretary and Deputy Federal Secretary
Federal TAFE President	1 st Feb 2018 – 31 Jan 2020	One	Collegiate	The current term of office expires on 31 Jan 2018	The National TAFE Council elected for the term 2018 -19 in elections currently being held including the incumbent officers occupying the positions of Federal TAFE President and Federal TAFE Secretary



Australian Education Union

Federal Office

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Fax : +61 (0)3 9693 1805
Email : aeu@aeufederal.org.au
Web : www.aeufederal.org.au

7 August 2017

Mr Mark Bielecki
Registered Organisations Commissioner
Registered Organisations Commission
GPO Box 1994
Melbourne VIC 3001

Email: regorgs@roc.gov.au

Statement: Prescribed Information for Elections: Section 189(1) of the Fair Work (Registered Organisations) Act 2009 and Regulation 138 Fair Work (Registered Organisations) Regulations 2009 - AEU Federal Executive Delegates

Dear Commissioner Bielecki,

I, Pat Forward, being the Deputy Federal Secretary of the Australian Education Union make the following statement:

1. I am the Deputy Federal Secretary of the Australian Education Union and am authorised to sign this prescribed information in relation to elections which are required to be held for the undermentioned offices in this Union (Annexure A – Federal Executive Delegates)
2. I confirm that the following information is being lodged under subsection 189(1) of the Fair Work (Registered Organisations) Act 2009.
3. This statement is lodged at least 2 months before nominations open for the required elections.
4. **Voting system and number of positions**

The elections that are required are set out in the table in Annexure A. The voting system shall be a collegiate electorate system in all cases.

The number of Federal Executive members representing the General Division in each branch is determined by the formula outlined in AEU Federal Rule 35(2).

The number of financial members of the General Division in each Branch as at 30 June 2017 are:

New South Wales	56,191
Northern Territory	1,697

Queensland	39,721
Tasmania	5,139
Victoria	46,621

Elections are currently underway for the three National Committees for the term 2018 – 2019.

The Federal Secretary will provide the membership lists on completion of these elections.

5. **Dates and Times**

Federal Rule 35 specifies the dates and times by which the elections for the above Federal Executive Member positions must be completed.

Provisions of the various Branch Rules specify the times and procedures to be followed in relation to the elections for these positions.

6. **Closure of the Roll of Voters**

Federal Rule 30 (4) states that the roll of voters is to be closed seven days before the day on which nominations open.

7. **Branch Secretary Contacts**

The Branch Secretaries to contact for lists of members and other necessary information in relation to these elections are:

New South Wales Teachers Federation Branch

John Dixon
Locked Bag 3010
Darlinghurst NSW 1300
Email : mail@nswtf.org.au

Northern Territory Branch

Adam Lampe
PO Box 41863
Casuarina NT 0811
Email : admin@aeunt.org.au

Queensland Branch

Graham Moloney
PO Box 1750
Milton BC Qld 4064
Email : qtu@qtu.asn.au

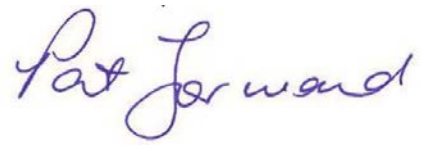
Tasmanian Branch

Roz Madsen
PO Box 117
Hobart North Tas 7002
Email : support@aeutas.org.au

Victorian Branch

Gillian Robertson
PO Box 363
Abbotsford Vic 3067
Email : melbourne@aeuvic.asn.au

Yours sincerely,

A handwritten signature in blue ink that reads "Pat Forward". The signature is written in a cursive style with a large initial "P" and a long, sweeping underline.

Pat Forward
Deputy Federal Secretary

**ANNEXURE A - ELECTION REQUIRED FOR FEDERAL EXECUTIVE DELEGATES
2018-2018**

BRANCH	NAME OF OFFICE	TERM OF OFFICE	NUMBER REQUIRED	VOTING SYSTEM	REASON FOR ELECTION	ELECTORATE
NSW	Federal Executive Member – General Division	1 st Mar 2018 – 28 Feb 2020	4	Collegiate	The current term of office expires on 28 Feb 2018	Rule 35(1)(d): Elected by and from members of the Branch Council who are assigned to the General Division.
Queensland	Federal Executive Member – General Division	1 st Mar 2018 – 28 Feb 2020	3	Collegiate	The current term of office expires on 28 Feb 2018	Rule 35(1)(d): Elected by and from members of the Branch Council who are assigned to the General Division.
Victorian	Federal Executive Member – General Division	1 st Mar 2018 – 28 Feb 2020	4	Collegiate	The current term of office expires on 28 Feb 2018	Rule 35(1)(d): Elected by and from members of the Branch Council who are assigned to the General Division.
Tasmanian	Federal Executive Member – General Division	1 st Mar 2018 – 28 Feb 2020	1	Collegiate	The current term of office expires on 28 Feb 2018	Rule 35(1)(d): Elected by and from members of the Branch Council who are assigned to the General Division.
Northern Territory	Federal Executive Member – General Division	1 st Mar 2018 – 28 Feb 2020	1	Collegiate	The current term of office expires on 28 Feb 2018	Rule 35(1) (e) Elected by and from members of the Branch Executive who are assigned to the General Division
	Federal Executive Member – Aboriginal and Torres Strait Islander	1 st Mar 2018 – 28 Feb 2020	1	Collegiate	The current term of office expires on 28 Feb 2018	Elected by and from members of the Yalukit Yulendj (General and TAFE Divisions)

	Federal Executive Member – National Principals	1 st Mar 2018 – 28 Feb 2020	1	Collegiate		Elected by and from the National Principals’ Committee
	Federal Executive Member - Early Childhood Education	1 st Mar 2018 – 28 Feb 2020	1	Collegiate		Elected by and from National Early Childhood Committee



2 August 2017

Ms Susan Hopgood
Secretary
Australian Education Union

Sent via email: aeu@aeufederal.org.au

CC: AEC Returning Officer by email: industrial.elections@aec.gov.au

Dear Ms Hopgood,

Courtesy Letter - Election for offices [E2017/186]

The rules of the Australian Education Union indicate that an election for offices within the organisation is due to commence shortly.

- Federal President and Federal Deputy President
- Federal Secretary and Federal Deputy Secretary
- Federal TAFE Secretary
- Federal TAFE President
- International Trust Fund Committee Members
- Federal Executive Members
- Aboriginal & Torres Strait Islander Federal Executive Member
- National Principal Federal Executive Member
- Early Childhood Educator Federal Executive Member

It appears that nominations for the election for the above-named offices open in November this year.

This is a courtesy letter to remind you of your obligation to lodge information about the election (known as the 'prescribed information') pursuant to sub-sections 189(1) and (2) of the *Fair Work (Registered Organisations) Act 2009* (the 'Act') within the month. Prescribed information must be lodged with the Registered Organisations Commission (the ROC) two months before nominations open for the election.

If you have a different interpretation for the commencement of the election or the offices due for election under your rules, please let the ROC know, otherwise, the prescribed information should contain details of the election as required by regulation 138(1) of the *Fair Work (Registered Organisations) Regulations 2009* (the 'Regulations'), and any subsequent collegiate elections, if that is relevant. A sample of the prescribed information can be found on our website at <http://www.roc.gov.au/resources-and-decisions/fact-sheets-templates-and-webinars>.

The prescribed information should be emailed to regorgs@roc.gov.au. If your organisation believes that it will be unable to comply with the prescribed day as set out in the Regulations, it will need to apply to the Commissioner within the month for a later date. Such request will need to set out in detail the reason why your organisation is unable to comply with the requirement. While the Commissioner will consider such an application, there is no assurance that consent to a later day will be allowed.

It should be noted Section 189(2) is a civil penalty provision. Failure for an organisation to comply may result in legal proceedings being issued with the possibility of a pecuniary penalty being imposed upon an officer and/or the organisation.

The ROC intends to continue to provide reminders that an election is due as a courtesy. However failure to receive a reminder from the ROC cannot be relied on as a reason for late, incorrect or non-lodgment of prescribed information. The obligation to lodge prescribed information consistent with the Act and the rules of the organisation rests with the organisation.

When lodging the prescribed information, please quote [E2017/186]

Should you seek any clarification in relation to the above, please contact the ROC on regorgs@roc.gov.au.

Yours faithfully,



Sam Gallichio
Registered Organisations Commission