



AUSTRALIAN INDUSTRIAL REGISTRY

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Ms Susan Hopgood
Deputy Federal Secretary
Australian Education Union
P.O. Box 1158
SOUTH MELBOURNE VIC 3205

Dear Ms Hopgood,

**Re: Australian Education Union
Financial documents for year ended 30 September 2002
FR2003/58**

Receipt is acknowledged of the financial documents of the Australian Education Union for the year ended 30 September 2002. The documents were lodged in the Industrial Registry on 11 July 2003.

The documents have been filed.

New legislation

As you may be aware, the Workplace Relations (Registration and Accountability of Organisations) legislation (the RAO legislation) generally came into operation on 12 May 2003.

The RAO legislation establishes a **Registration and Accountability of Organisations Schedule** (the RAO Schedule) inserted as schedule IB within the *Workplace Relations Act 1996* (the WR Act) pertaining to registered organisations. Many of the provisions relating to registered organisations currently in the WR Act are replicated in the new RAO Schedule, with some amendments. Other matters will be substantially changed by the RAO Schedule, particularly the financial reporting requirements.

I note that your organisation will be required to complete the financial reporting obligations for the financial year ended 30 September 2003 under the Workplace Relations Act 1996. However, the reporting obligations for the financial year ending 30 September 2004 will be governed by the requirements of the RAO Schedule. This is because the relevant provisions of the *Workplace Relations Legislation Amendment (Registration of Accountability of Organisations) (Consequential Provisions) 2002 Act* apply to the first complete financial year subsequent to the commencement of the legislation [(see item 44(1))].

Should you have any queries concerning these matters, I may be contacted on (03)
8661 7775.

Yours sincerely

Ruth Hansen 
Statutory Services Branch

18 July 2003



Australian Education Union

Federal Office:

Ground Floor, 120 Clarendon Street, Southbank, Victoria, 3006

Federal Secretary: **Robert Durbridge**

Federal President: **Patricia Byrne**

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Ref.: 31.1.1

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8 July 2003

Mr Nicholas Wilson
Industrial Registrar
GPO Box 1994S
MELBOURNE VIC 3001

Dear Mr Wilson,

**Re: Financial Documents for the Australian Education Union
for year ended 30 September 2002.**

In accordance with s280(1) of the Workplace Relations Act 1996, I hereby lodge:

- (a) Copies of the AEU accounts and the Auditor's Report for the year ending 30 September 2002.
- (b) Secretary's Certificate that the documents lodged are copies of the documents presented to the meeting of the Federal Executive of the Australian Education Union on 19 June 2003, this being the first Federal Executive meeting held following the supply of the accounts and the Auditor's report to members.
- (c) The Federal Executive's Certificate regarding the above.
- (d) The Accounting Officer's Certificate regarding the above.
- (e) Copy of the Autumn 2003 edition of the Australian Educator, the national magazine of the Union which included the summary produced under s279(2) of the Act. A copy of the summary was lodged with the Industrial Registry in April this year.

Yours sincerely,

Susan Hopgood
Deputy Federal Secretary



SECRETARY'S CERTIFICATE

I, SUSAN LOUISE HOPGOOD, Deputy Federal Secretary, Australian Education Union do certify that:

1. The Federal Executive of the above-mentioned organisation held a meeting in accordance with the rules on Wednesday 15 January 2003 (the FIRST MEETING) at which the Executive passed a resolution concerning the accounts as presented.
2. The Federal Executive held a meeting on Thursday 19 June 2003 (the SECOND MEETING) at which the documents as attached are copies of documents which were presented at that meeting.



.....
SUSAN LOUISE HOPGOOD

8 July 2003

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**FINANCIAL REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

BRAMWELL GILES LEECHMAN & ASSOCIATES

Chartered Accountants

Level One, 600 St Kilda Road, Melbourne VIC 3004

PO Box 6094 St Kilda Road Central VIC 3004

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AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

	Notes	2002 \$	2001 \$
REVENUE FROM ORDINARY ACTIVITIES			
Revenue from ordinary activities	3	3,210,385	3,233,865
EXPENSES			
General expenses		(452,730)	(464,946)
Salary expenses	19	(1,448,711)	(1,532,126)
Meeting and conference expenses		(266,814)	(244,968)
AEU allocation		(95,674)	(94,789)
Australian Educator		(452,074)	(438,568)
Special Projects		(28,593)	(487)
TAFE expenses		<u>(106,598)</u>	<u>(61,312)</u>
Surplus from ordinary activities		359,191	396,669
Transfer to Election reserve	14	-	(143,500)
Transfer to Allocated Fund reserve	14	<u>(36,200)</u>	<u>-</u>
Total changes in equity of the entity		<u>322,991</u>	<u>253,169</u>

The accompanying notes form part of these financial statements.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**STATEMENT OF FINANCIAL POSITION
AS AT 30 SEPTEMBER 2002**

	Notes	2002 \$	2001 \$
CURRENT ASSETS			
Cash assets	6	310,917	193,225
Receivables	7	169,326	141,569
Other financial assets	9	833,656	1,144,365
Other	8	<u>28,167</u>	<u>15,902</u>
TOTAL CURRENT ASSETS		<u>1,342,066</u>	<u>1,495,061</u>
NON-CURRENT ASSETS			
Other financial assets	9	811,152	705,994
Property, plant and equipment	10	<u>401,840</u>	<u>385,393</u>
TOTAL NON-CURRENT ASSETS		<u>1,212,992</u>	<u>1,091,387</u>
TOTAL ASSETS		<u>2,555,058</u>	<u>2,586,448</u>
CURRENT LIABILITIES			
Payables	11	355,283	671,709
Interest-bearing liabilities	12	10,083	74,404
Provisions	13	<u>256,689</u>	<u>300,047</u>
TOTAL CURRENT LIABILITIES		<u>622,055</u>	<u>1,046,160</u>
NON-CURRENT LIABILITIES			
Interest-bearing liabilities	12	133,613	141,165
Provisions	13	<u>281,328</u>	<u>240,252</u>
TOTAL NON-CURRENT LIABILITIES		<u>414,941</u>	<u>381,417</u>
TOTAL LIABILITIES		<u>1,036,996</u>	<u>1,427,577</u>
NET ASSETS		<u>1,518,062</u>	<u>1,158,871</u>
EQUITY			
Reserves	14	179,700	143,500
Accumulated surplus	15	<u>1,338,362</u>	<u>1,015,371</u>
TOTAL EQUITY		<u>1,518,062</u>	<u>1,158,871</u>

The accompanying notes form part of these financial statements.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

	Notes	2002 \$	2001 \$
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts of subscriptions		3,252,475	3,095,005
Sundry receipts		84,326	266,766
Library levies		50,817	85,560
Payments to suppliers and employees		(3,064,272)	(2,725,601)
Election fund received		-	304,077
Election fund spent		-	(243,644)
Interest received		28,947	34,039
Borrowing costs		(9,332)	(514)
GST remittance to ATO		<u>(171,963)</u>	<u>(172,200)</u>
Net cash provided by operating activities	17 (b)	<u>170,998</u>	<u>643,488</u>
CASH FLOW FROM INVESTING ACTIVITIES			
Payment for property, plant and equipment		(51,373)	(12,848)
Payment for investments		<u>(76,680)</u>	<u>(76,680)</u>
Net cash used in investing activities		<u>(128,053)</u>	<u>(89,528)</u>
CASH FLOW FROM FINANCING ACTIVITIES			
Repayments of borrowings		<u>(171,641)</u>	<u>(65,513)</u>
Net cash used in financing activities		<u>(171,641)</u>	<u>(65,513)</u>
Net increase/(decrease) in cash held		(128,696)	488,447
Cash at beginning of financial year		<u>1,273,269</u>	<u>784,822</u>
Cash at end of financial year	17 (a)	<u>1,144,573</u>	<u>1,273,269</u>

The accompanying notes form part of these financial statements.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2002

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements of the Australian Accounting Standards Board.

The financial report is for the entity Australian Education Union - Federal Office as an individual entity. Australian Education Union - Federal Office is a registered trade union, established and domiciled in Australia.

The financial report has been prepared on an accruals basis and is based on historical costs. It does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by the entity in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

(a) Income Tax

No provision for income tax has been raised as the entity is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

(b) Property, Plant and Equipment

Each class of property plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation.

Property

Freehold land and buildings are measured on the fair value basis being the amount which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction. It is the policy of the to have an independent valuation every three years, with annual appraisals being made by the Committee of Management.

Plant and equipment

Plant and equipment are measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by Committee of Management to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amounts.

Depreciation

The depreciable amount of all fixed assets including buildings and capitalised leased assets, but excluding freehold land, are depreciated over their estimated useful lives to the entity commencing from the time the asset is held ready for use. Properties held for investment purposes are not subject to a depreciation charge. Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2002

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(c) Leases

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the entity are classified as finance leases. Finance leases are capitalised, recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual values. Leased assets are depreciated on a straight line basis over their estimated useful lives where it is likely that the entity will obtain ownership of the asset, or over the term of the lease. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives received under operating leases are recognised as a liability. Lease payments received reduced the liability.

(d) Investments

Non-current investments are measured on the cost basis. The carrying amount of investments is reviewed annually by Committee of Management to ensure it is not in excess of the recoverable amount of these investments. The recoverable amount is assessed from the quoted market value for shares in listed companies or the underlying net assets for other non-listed corporations. The expected net cash flows from investments have not been discounted to their present value in determining the recoverable amounts.

(e) Employee Entitlements

Provision is made for the entity's liability for employee entitlements arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at their nominal amount. Other employee entitlements payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements.

Contributions are made by the entity to an employee superannuation fund and are charged as expenses when incurred.

(f) Cash

For the purposes of the Statement of Cash Flows, cash includes cash on hand and at banks including at call deposits with banks.

(g) Revenue

Revenue from the rendering of a service is recognised upon the delivery of the service to the members.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Other revenue is recognised when the right to receive the revenue has been established.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the Statement of Financial Position are shown inclusive of GST.

NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Act, the attention of members is drawn to the provisions of subsections (1), (2) and (3) of Section 274 which reads as follows:

- (1) A member of an Organisation, or Registrar, may apply to the Organisation for specified prescribed information in relation to the Organisation.
- (2) An Organisation shall, on application under subsection (1) by a member of the Organisation, or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time as is prescribed.
- (3) A Registrar may only make an application under subsection (1) at the request of a member of the Organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

	Note	2002 \$	2001 \$
NOTE 3: REVENUE			
Operating activities			
- Capitation fees and levies		2,862,070	2,789,866
- interest	3(a)	28,947	34,011
- rent		105,903	70,681
- AEU Centre income		24,545	133,247
- TAFE income		18,134	22,346
- other revenue		<u>170,786</u>	<u>183,714</u>
		<u>3,210,385</u>	<u>3,233,865</u>
 (a) Interest from:			
- other persons		28,947	34,011

NOTE 4: SURPLUS FROM ORDINARY ACTIVITIES

Surplus from ordinary activities has been determined after:

(a) Expenses:

Borrowing costs:

- other persons	9,332	514
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Depreciation of non-current assets:

- capitalised assets	32,519	22,865
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Bad and doubtful debts:

- trade debtors	-	356
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Remuneration of the auditors for:

- audit or review services	14,500	11,900
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AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

Note	2002	2001
	\$	\$

NOTE 5: RELATED PARTY DISCLOSURE

(a) Federal Executives' remuneration

Number of members of the Federal Executive whose income from the entity or any related parties was within the following bands:

	No.	No.
\$0 - \$9,999	21	22
\$100,000 - \$119,000	1	1

The names of persons who have held office on the Federal Executive during the financial year are:

Angelo Gavrielatos

Ann Taylor

Barry Johnson

Clive Hagger

Denis Fitzgerald

Free Neil

Graham Moloney (proxy for S Ryan)

Hayden Bromley

Janet Giles

Jennifer Leete

John Battams (proxy for JA McCullough)

John Gregory

Julie-Ann McCullough

Lynette Winch (proxy for S Ryan)

Maree O'Hallaran

Mary Bluett

Mike Poate

Molly Kreidl

Pat Byrne

Pat Forward

Robert Laird

Rosalie Kinson

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

	Note	2002 \$	2001 \$
NOTE 6: CASH ASSETS			
Cash on hand		3,420	1,924
Cash at bank		<u>307,497</u>	<u>191,301</u>
		<u>310,917</u>	<u>193,225</u>
 NOTE 7: RECEIVABLES			
CURRENT			
Trade debtors		169,326	113,103
ACTU, ITF and EI trade accounts		<u>-</u>	<u>28,466</u>
		<u>169,326</u>	<u>141,569</u>
 NOTE 8: OTHER ASSETS			
CURRENT			
Prepayments		<u>28,167</u>	<u>15,902</u>
 NOTE 9: OTHER FINANCIAL ASSETS			
CURRENT			
Other current investments		<u>833,656</u>	<u>1,144,365</u>
NON-CURRENT			
Other investments		<u>811,152</u>	<u>705,994</u>
- Units in FEU Trust			
 NOTE 10: PROPERTY, PLANT AND EQUIPMENT			
(a) NT Property			
At cost		323,786	320,000
Less accumulated depreciation		<u>(8,063)</u>	<u>-</u>
		<u>315,723</u>	<u>320,000</u>
 (b) Office equipment			
At cost		186,498	162,228
Less accumulated depreciation		<u>(127,823)</u>	<u>(111,878)</u>
		<u>58,675</u>	<u>50,350</u>
 (c) Furniture, fixtures and fittings			
At cost		165,264	156,293
Less accumulated depreciation		<u>(137,822)</u>	<u>(141,250)</u>
		<u>27,442</u>	<u>15,043</u>
Total property, plant and equipment		<u>401,840</u>	<u>385,393</u>

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

Note	2002	2001
	\$	\$

NOTE 10: PROPERTY, PLANT AND EQUIPMENT (Continued)

(a) Movements in Carrying Amounts

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year

	Office equipment	Furniture, fixtures & fittings	NT property	Total
	\$	\$	\$	\$
2002				
Balance at the beginning of the year	50,350	15,043	320,000	385,393
Additions	27,445	20,711	3,785	51,941
Disposals	(417)	(2,558)	-	(2,975)
Depreciation expense	<u>(18,703)</u>	<u>(5,754)</u>	<u>(8,062)</u>	<u>(32,519)</u>
Carrying amount at end of year	<u>58,675</u>	<u>27,442</u>	<u>315,723</u>	<u>401,840</u>
2001				
Balance at the beginning of the year	57,903	20,103	-	78,006
Additions	10,535	2,309	320,000	332,844
Depreciation expense	(16,802)	(6,063)	-	(22,865)
Write offs	<u>(1,286)</u>	<u>(1,306)</u>	<u>-</u>	<u>(2,592)</u>
Carrying amount at the end of the year	<u>50,350</u>	<u>15,043</u>	<u>320,000</u>	<u>385,393</u>

NOTE 11: PAYABLES

CURRENT

Unsecured liabilities

Trade creditors

337,961 349,037

Unspent 2001 election fund

- 143,550

Sundry creditors and accruals

17,322 15,033

355,283 507,620

Secured liabilities

Amounts payable to:

- AEU NT Branch

- 164,089

355,283 671,709

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

	Note	2002 \$	2001 \$
NOTE 12: INTEREST BEARING LIABILITIES			
CURRENT			
Unsecured liabilities			
Bank overdrafts		-	64,321
Secured liabilities			
Bank loans		<u>10,083</u>	<u>10,083</u>
		<u>10,083</u>	<u>74,404</u>
 NON-CURRENT			
Secured liabilities			
Bank loans		<u>133,613</u>	<u>141,165</u>
 The bank loan is secured by the Union's investment property.			
 NOTE 13: PROVISIONS			
CURRENT			
Employee entitlements	(a)	239,576	212,747
Other		<u>17,113</u>	<u>87,300</u>
		<u>256,689</u>	<u>300,047</u>
 NON-CURRENT			
Employee entitlements	(a)	<u>281,328</u>	<u>240,252</u>
(a) Aggregate employee entitlements liability		<u>520,904</u>	<u>452,999</u>
(b) Number of employees at year end		<u>19</u>	<u>21</u>

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

	Note	2002 \$	2001 \$
NOTE 14: RESERVES			
Election Reserve	(a)	143,500	143,500
Allocated Fund Reserve	(b)	<u>36,200</u>	<u>-</u>
		<u>179,700</u>	<u>143,500</u>

(a) Election Reserve

Movements during the financial year:

Opening balance		143,500	-
Movement for the year		<u>-</u>	<u>143,500</u>
Closing balance		<u>143,500</u>	<u>143,500</u>

The Election Reserve records funds set aside from the surplus for the purpose of funding expenditure on future elections.

(b) Allocated fund reserve

Movements during the financial year:

Opening balance		-	-
Movement for the year		<u>36,200</u>	<u>-</u>
Closing balance		<u>36,200</u>	<u>-</u>

The allocated fund reserve was used to record amounts set aside to fund future projects.

NOTE 15: ACCUMULATED SURPLUS

Accumulated surplus at the beginning of the financial year		1,015,371	762,202
Net surplus attributable to members of the entity		359,191	396,669
Transfers to and from reserves		<u>(36,200)</u>	<u>(143,500)</u>
Accumulated surplus at the end of the financial year		<u>1,338,362</u>	<u>1,015,371</u>

**NOTE 16: CAPITAL AND LEASING
COMMITMENTS**

(a) Operating lease commitments

Non-cancellable operating leases contracted for but not capitalised in the financial statements:

Payable			
- not later than one year		43,912	43,912
- later than one year and not later than five years		<u>43,699</u>	<u>87,611</u>
		<u>87,611</u>	<u>131,523</u>

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

	Note	2002 \$	2001 \$
General description of leasing arrangement: Leasing of franking machine and photocopier			
 NOTE 17: CASH FLOW INFORMATION			
(a) Reconciliation of cash			
Cash at the end of the financial year as shown in the statement of Cash Flows is reconciled to the related items in the statement of financial position as follows:			
Cash on hand		3,420	1,924
Cash at bank		307,497	191,301
At call deposits with financial institutions		833,656	1,144,365
Bank overdrafts		<u>-</u>	<u>(64,321)</u>
		<u>1,144,573</u>	<u>1,273,269</u>
 (b) Reconciliation of cash flow from operations with surplus from ordinary activities after income tax			
Surplus from ordinary activities after income tax		359,191	396,669
Non-cash flows in profit from ordinary activities			
Amortisation		32,519	22,865
Charges to provisions		67,905	(43,549)
Write-off of capitalised expenditure		2,407	2,595
Changes in assets and liabilities			
(Increase)/decrease in receivables		(27,757)	88,695
Increase in other assets		(12,265)	(858)
Increase/(decrease) in payables		<u>(251,002)</u>	<u>177,071</u>
Cash flows from operations		<u>170,998</u>	<u>643,488</u>

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

NOTE 18: FINANCIAL INSTRUMENTS

(a) Interest Rate Risk

The entity's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on classes of financial assets and financial liabilities, is as follows:

	Weighted Average Effective Interest Rate		Fixed Interest Rate Maturing					
			Floating Interest Rate		Within 1 Year		1 to 5 Years	
	2002	2001	2002	2001	2002	2001	2002	2001
	%	%	\$	\$	\$	\$	\$	\$
Financial Assets								
Cash	0.5	-	307,497	191,301	-	-	-	-
Investments	3.7	4.0	-	-	833,656	1,144,365	-	-
Total financial assets			<u>307,497</u>	<u>191,301</u>	<u>833,656</u>	<u>1,144,365</u>	<u>-</u>	<u>-</u>
Financial liabilities								
Bank loans and overdrafts	-	-	143,696	215,569	-	-	-	-
Total financial liabilities			<u>143,696</u>	<u>215,569</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

NOTE 18: FINANCIAL INSTRUMENTS (Continued)

	Fixed Interest Rate Maturing		Non-Interest Bearing		Total	
	Over 5 Years		2002	2001	2002	2001
	2002	2001	2002	2001	2002	2001
	\$	\$	\$	\$	\$	\$
Cash	-	-	3,420	1,924	310,917	193,225
Receivables	-	-	169,326	141,569	169,326	141,569
Investments	-	-	811,152	705,994	1,644,808	1,850,359
Total financial assets	-	-	983,898	849,487	2,125,051	2,185,153
Financial liabilities						
Bank loans and overdrafts	-	-	-	-	143,696	215,569
Trade and sundry creditors	-	-	355,283	507,620	355,283	507,620
Amounts payable related parties	-	-	-	164,089	-	164,089
Total financial liabilities	-	-	355,283	671,709	498,979	887,278

(b) Credit Risk

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount of those assets, net of any provisions for doubtful debts, as disclosed in the statement of financial position and notes to the financial report.

The entity does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the entity.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

NOTE 18: FINANCIAL INSTRUMENTS (Continued)

(c) Net Fair Values

The net fair values of are determined by discounting the cash flows, at the market interest rates of similar securities, to their present value. For unlisted investments where there is no organised financial market the net fair value has been based on a reasonable estimation of the underlying net assets or discounted cash flows of the investment.

The net fair value of listed investments have been valued at the quoted market bid price at balance date adjusted for transaction costs expected to be incurred. For other assets and other liabilities the net fair value approximates their carrying value. No financial assets and financial liabilities are readily traded on organised markets in standardised form other than listed investments, forward exchange contracts and interest rate swaps. Financial assets where the carrying amount exceeds net fair values have not been written down as the entity intends to hold these assets to maturity.

The aggregate net fair values and carrying amount of financial assets and financial liabilities are disclosed in the statement of financial position and in the notes to the financial statements.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

	Note	2002 \$	2001 \$
NOTE 19: SALARY EXPENSES			
Professional development		11,716	16,643
Salary expenses		458,658	431,849
Officers salaries		585,604	589,576
Support staff salaries		<u>392,733</u>	<u>494,058</u>
		<u>1,448,711</u>	<u>1,532,126</u>

NOTE 20: ENTITY DETAILS

The principal place of business of the entity is:

Australian Education Union - Federal Office

120 Clarendon Street

South Melbourne Vic 3205

The principal activity of the during the financial year was promotion of union activities.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

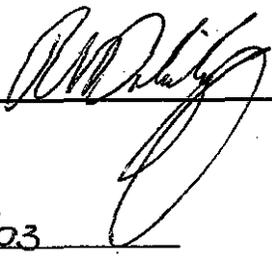
STATUTORY STATEMENT

ACCOUNTING OFFICER'S CERTIFICATE

I, Rob Durbridge, being the officer responsible for keeping the accounting records of the Australian Education Union - Federal Office certify that as at 30 September 2002 the number of members of the Organisation was 152,999.

In my opinion:

- (a) the attached accounts show a true and fair view of the financial affairs of the Australian Education Union - Federal Office as at 30 September 2002 ;
- (b) a record has been kept of all moneys paid by, or collected from members and all moneys so paid or collected have been credited to the bank account to which those moneys are to be credited in terms of the rules of Australian Education Union - Federal Office ;
- (c) before any expenditure was incurred, approval of the incurring of the expenditure was obtained in accordance with the rules of Australian Education Union - Federal Office ;
- (d) no payments was made out of any funds raised by compulsory levies or voluntary contributions from members or other funds other than the general fund operated in accordance with the rules, for purposes other than those for which the fund was operated ;
- (e) no loans or other financial benefits, other than remuneration in respect of their full time employment with Australian Education Union - Federal Office, were made to persons holding office in Australian Education Union - Federal Office ;
- (f) the register of members of the Australian Education Union - Federal Office was maintained in accordance with the Workplace Relations Act ; and
- (g) the attached accounts have been prepared in accordance with applicable Australian Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements.



Rob Durbridge

Dated: 15/01/03

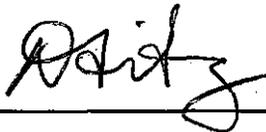
Melbourne

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

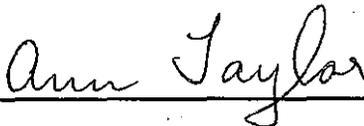
COMMITTEE OF MANAGEMENT CERTIFICATE

We Denis Fitzgerald and Ann Taylor, being two members of the Federal Executive of the Australian Education Union - Federal Office do state that on behalf of the Federal Executive and in accordance with a resolution passed by the Federal Executive that:

- (a) in the opinion of the Federal Executive the attached accounts are drawn up so as to give a true and fair view of the state of affairs of Australian Education Union - Federal Office as at 30 September 2002 ;
- (b) in the opinion of the Federal Executive meetings of the Federal Executive were held during the financial year in accordance with the rules of the Australian Education Union - Federal Office ;
- (c) to the knowledge of any members of the Federal Executive there have been no instances where records or other documents (not being documents containing information made available to a member under subsection 274 (2) of the Workplace Relations Act, 1996) or copies of those records or other documents, or copies of the rules of the Australian Education Union - Federal Office that have not been furnished or made available to members in accordance with the Workplace Relations Act, 1996, Regulations or the rules as the case may be;
- (d) the Australian Education Union - Federal Office has, in relation to the Auditor's Report on the accounts and statements in respect of the year ended 30 September 2001 complied with the provisions of Sec. 279(1) and 279(6) of the Workplace Relations Act 1996;
- (e) the financial report complies applicable Australian Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements; and
- (f) there are reasonable grounds to believe that the Union will be able to pay its debts as and when they become due and payable.



Denis Fitzgerald



Ann Taylor

Dated this 15/01/03

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF
AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE**

Scope

We have audited the financial report of Australian Education Union - Federal Office for the financial year ended 30 September 2002 comprising of the Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and notes to the financial statements. The Committee of Management is responsible for the financial report. We have conducted an independent audit of this financial report in order to express an opinion on it to the members

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements in Australia and the Workplace Relations Act 1996 so as to present a view which is consistent with our understanding of the entity's financial position, the results of its operations and its cash flows.

The audit opinion expressed in this report has been formed on the above basis.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF
AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE**

Audit Opinion

In our opinion,

(a) satisfactory accounting records have been kept by the Australian Education Union - Federal Office, so far as appears from our examination of these books including:

- (i) records of the sources and nature of the income of the Australian Education Union - Federal Office (including income from members), and
- (ii) records of the nature and purposes of expenditure of Australian Education Union - Federal Office, and

(b) the accompanying accounts and statements prepared in accordance with section 273 of the Workplace Relations Act 1996 are properly drawn up so as to give a true and fair view of:

- (a) the financial affairs of the Australian Education Union - Federal Office as at 30 September 2002
- (b) the income and expenditure, and any surplus or deficit of the Australian Education Union - Federal Office for the year; and

(c) the accounts have been prepared in accordance with applicable Australian Accounting Standards and other mandatory professional reporting requirements .

Where necessary we have obtained all information and explanations which, to the best of our knowledge and belief, were necessary for the purpose of our audit.

Bramwell Giles Leechman & Associates

Bramwell Giles Leechman & Associates
Level One, 600 St Kilda Road
Melbourne VIC 3004

Chartered Accountants

I Hinds

I. A. Hinds - A.C.A.

Partner

15 January 2003
Melbourne

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**DISCLAIMER
TO THE MEMBERS OF
AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE**

The additional financial data presented on page 23 is in accordance with the books and records of the entity which have been subjected to the auditing procedures applied in our statutory audit of the entity for the financial year ended 30 September 2002. It will be appreciated that our statutory audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data and we give no warranty of accuracy or reliability in respect of the data provided. Neither the firm nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person (other than Australian Education Union - Federal Office) in respect of such data, including any errors of omissions therein however caused.

Bramwell Giles Leechman & Associates

Bramwell Giles Leechman & Associates
Level One, 600 St Kilda Road
Melbourne VIC 3004

Chartered Accountants

I. A. Hinds

I. A. Hinds - A.C.A.

Partner

15 January 2003
Melbourne

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

	2002	2001
	\$	\$
INCOME		
Capitation fees and levies	2,862,070	2,789,866
Library operating income	56,484	77,342
TAFE income	18,134	22,346
International Trust Fund	33,600	32,000
Australian Educator	75,348	69,266
Interest Income	28,947	34,011
Rental income	105,903	70,681
AEU Center	24,545	133,247
Other income	<u>5,354</u>	<u>5,106</u>
TOTAL INCOME	<u>3,210,385</u>	<u>3,233,865</u>
LESS EXPENSES		
General expenses		
Administration expenses	166,546	161,886
Assets written off	2,407	2,595
Audit fees	14,500	11,900
Building expenses	133,805	149,624
Capital equipment & software	8,262	26,931
Depreciation & amortisation	32,519	22,865
Entertainment	10,675	7,253
Legal expenses	15,177	23,251
Library expenses	26,269	21,209
AEU review	14,552	-
Affiliation fee	4,694	5,205
Overseas travel	19,274	28,638
Miscellaneous expenses	<u>4,050</u>	<u>3,589</u>
Total general expenses	<u>452,730</u>	<u>464,946</u>
Salary expenses		
Salary expenses	458,658	431,849
Salaries and wages	978,337	1,083,633
Professional development	<u>11,716</u>	<u>16,644</u>
Total salary expense	<u>1,448,711</u>	<u>1,532,126</u>

These financial statements should be read in conjunction with the attached Disclaimer.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

	2002	2001
	\$	\$
Meeting / Conference expenses		
Annual conference	25,513	31,763
Officers travel & allowances	104,869	90,214
Executive meeting	35,968	40,330
Conferences & representation	46,795	24,803
National/other meetings	43,066	39,478
Project/campaign committee meetings	<u>10,603</u>	<u>18,380</u>
Total meeting / conference expenses	<u>266,814</u>	<u>244,968</u>
AEU Allocations		
ITF allocation	80,000	80,000
National and other promotions	15,674	11,789
P.S.R.C.	<u>-</u>	<u>3,000</u>
Total AEU Allocation	<u>95,674</u>	<u>94,789</u>
Australian Educator		
Magazine production	<u>452,074</u>	<u>438,568</u>
Total Australian Educator	<u>452,074</u>	<u>438,568</u>
Special Projects		
AEU educational campaigns	4,700	487
VETIS	<u>23,893</u>	<u>-</u>
Total special projects	<u>28,593</u>	<u>487</u>
TOTAL AEU EXPENSES	<u>2,744,596</u>	<u>2,775,884</u>

These financial statements should be read in conjunction with the attached Disclaimer.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

	2002	2001
	\$	\$
TAFE Expenses		
Annual meeting	30,958	19,744
Executive	16,189	17,833
Travel & deputation	1,261	3,062
Administration	1,543	150
Tafe Organizer Committee	16,462	32
Women Committee	12,542	2,070
ATSIE Committee	9,091	1,465
President travel	6,698	5,487
National Campaign	<u>11,854</u>	<u>11,469</u>
Total TAFE Expenses	<u>106,598</u>	<u>61,312</u>
TOTAL EXPENSES	<u>2,851,194</u>	<u>2,837,196</u>
OPERATING PROFIT/(LOSS)	359,191	396,669
ACCUMULATED SURPLUS AT BEGINNING OF FINANCIAL YEAR	1,015,371	762,202
Amount transferred to election reserves	-	143,500
Amount transferred to allocated fund reserves	<u>36,200</u>	<u>-</u>
ACCUMULATED SURPLUS AT END OF FINANCIAL YEAR	<u>1,338,362</u>	<u>1,015,371</u>

These financial statements should be read in conjunction with the attached Disclaimer.



AUSTRALIAN INDUSTRIAL REGISTRY

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Ms Susan Hopgood
Deputy Federal Secretary
Australian Education Union
P.O. Box 1158
SOUTH MELBOURNE VIC 3205

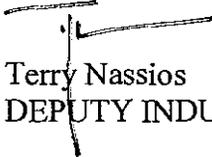
Dear Ms Hopgood,

Re: Extension of time - s279(3) Workplace Relations Act 1996 - FR2003/58

I refer to your letter dated 6 April 2003 seeking an extension of time within which to provide to members copies of the summary of the financial documents of the Australian Education Union for the year ended 30 September 2002.

I hereby grant, pursuant to subsection 279(3) of the *Workplace Relations Act 1996*, an extension of time until 28 April 2003 to provide to members of the Union copies of the summary of the auditor's report, accounts and statements prepared in accordance with section 273 for the year ended 30 September 2002.

Yours sincerely


Terry Nassios
DEPUTY INDUSTRIAL REGISTRAR

11 April 2003



AUSTRALIAN INDUSTRIAL REGISTRY

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Ms Susan Hopgood
Deputy Federal Secretary
Australian Education Union
P.O. Box 1158
SOUTH MELBOURNE VIC 3205

Dear Ms Hopgood,

**Re: Australian Education Union
Summary of financial documents for year ended 30 September 2002
FR2003/58**

Receipt is acknowledged of the summary of the financial documents of the Australian Education Union for the year ended 30 September 2002. The summary was lodged in the Industrial Registry, pursuant to subsection 279(2) of the *Workplace Relations Act 1996*, on 8 April 2003.

The documents have been filed.

Your request for an extension of time within which to provide members of the Union with copies of the summary of the auditor's report, accounts and statements has been granted and is attached herewith.

You are reminded that copies of the full financial documents are required to be lodged in the Registry within 14 days of being presented to the Federal Executive meeting scheduled for 18 - 19 June 2003.

Yours sincerely

Ruth Hansen 
Statutory Services Branch

11 April 2003



Australian Education Union

Ground Floor, 120 Clarendon Street, Southbank, Victoria, 3006

Phone: +61 (0)3 9693 1800 Fax: +61 (0)3 9693 1805

Email: aeu@aeufederal.org.au Website: www.aeufederal.org.au

Federal Secretary: Robert Durbridge Federal President: Denis Fitzgerald

FACSIMILE MESSAGE

The information contained in this facsimile is intended for the named recipients only. It may contain privileged and/or confidential information and if you are not an interested recipient you must not use disclose copy or take any action in reliance on it. If you have received this fax in error please notify the sender immediately by a collect telephone call to +61 (0)3 9254 1800 and destroy all copies of this document.

Date : 8 April 2003

Addressee : Paul Herrod

Fax Number : 96546672

From : Susan Hopgood

Number of Pages : 9 including this one

Dear Paul

Please find enclosed the letter requesting an extension of time for the provision of the summary of the AEU Financial statements as discussed.

Regards

Yours sincerely

Susan Hopgood

Deputy Federal Secretary



Australian Education Union

Federal Office:

PO Box 1158, South Melbourne, Victoria, 3205

Ground Floor, 120 Clarendon Street, Southbank, Victoria, 3006

Federal Secretary: Robert Durbridge

Federal President: Denis Fitzgerald

Telephone: 61 3 9254 1800

Facsimile: 61 3 9254 1805

Email: aeu@aeufederal.org.au

Ref: 31.1.1

6 April 2003

Mr. Nicholas Wilson
Industrial Registrar
GPO Box 1994S
MELBOURNE VIC 3001

Dear Mr. Wilson,

Re: Financial Documents for the Australian Education Union for year ended 30 September 2002.

In accordance with s279(2)(a) of the Workplace Relations Act 1996, I hereby lodge a copy of the summary of the financial statements of the Australian Education Union for the year ended 30 September 2002.

The Federal Executive at it's meeting on Wednesday 15 January, 2003 carried the following resolution regarding the supply of a summary of the financial statements and Auditor's Report to members:

"That in accordance with Section 279 (2) of the Workplace Relations Act 1996, the Federal Executive of the Australian Education Union resolves that a summary of the financial report, accounts and statements for the year ended 30 September, 2002, shall be prepared and made available to members and that members shall be provided free of charge with a copy of the full report, accounts and statements where they make a request.

The Executive also resolves that where particulars of a deficiency, failure or shortcoming in relation to a matter referred to in sub-section 276 (4) of the Industrial Relations Act are set out in the report by the auditor, the summary shall contain those particulars."

The summary will be published in the Autumn Edition of the national magazine of the Union, which is the first edition for 2003. The Autumn edition will be available to members around the 11 April therefore it is not possible to comply with the requirement to supply the information to members within 56 days of the auditor's report.

The report and accounts will be presented to the next meeting scheduled for the Federal Executive following the publication of the reports to members, on 18 - 19 June, 2003.

I therefore seek an extension of time to the 28 April 2003 for the requirement for the provision of the summary to members.

Yours sincerely,

A handwritten signature in black ink that reads "Susan Hopgood".

Susan Hopgood
Deputy Federal Secretary

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

**SUMMARY FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

BRAMWELL GILES LEECHMAN & ASSOCIATES

Level 1, 600 St Kilda Road, Melbourne 3004
PO Box 6094, St Kilda Road Central, 8008
Telephone (03) 9525 2511 Fax (03) 9525 2829

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

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Auditors' Certificate

Summary of the Financial Statements

Summary Statement of Income & Expenditure

Summary Balance Sheet

Summary Statement of Cash Flows

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE**AUDITORS' CERTIFICATE
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

We certify that the attached summary is a fair and accurate summary of the Statement of Income and Expenditure, Statement of Financial Position, Statement of Cash Flows and Notes to and Forming Part of the Accounts of the Australian Education Union - Federal Office for the year ended 30 September 2002.

Our Auditors' Report dated 15 January 2003 on the Financial Statements did not contain particulars of any deficiency, failure or shortcoming as referred to in the Workplace Relations Act 1996.

Bramwell Giles Leechman & Associates

Bramwell Giles Leechman & Associates
Chartered Accountants

I. A. Hinds

I. A. Hinds - A.C.A.
Partner

Melbourne

Dated: 15 *January 2003*

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE**SUMMARY OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2002**

The Financial Statements of the Australian Education Union - Federal Office have been audited in accordance with the provisions of the Workplace Relations Act 1996 (the Act), and the following summary is provided for members in accordance with Section 279 (1) of the Act.

A copy of the Auditors' Report, Accounts and Statements will be supplied free of charge to members who request them.

Certificates required to be given under the Act by the Accounting Officer and the Federal Executive have been completed in accordance with the provisions of the Act and contain no qualifications.

In accordance with the requirements of the Act, the attention of members is drawn to the provisions of subsections (1), (2) and (3) of Section 274 which reads as follows:

(1) A member of an Organisation, or Registrar, may apply to the Organisation for specified prescribed information in relation to the Organisation.

(2) An Organisation shall, on application under subsection (1) by a member of the Organisation, or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time as is prescribed.

(3) A Registrar may only make an application under subsection (1) at the request of a member of the Organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE
SUMMARY STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30 SEPTEMBER 2002

	2002 \$	2001 \$
INCOME		
Capitation fees and levies	2,862,070	2,789,866
TAFE income	18,134	22,346
Other income	<u>330,181</u>	<u>421,653</u>
TOTAL INCOME	3,210,385	3,233,865
TOTAL EXPENSES	<u>2,851,194</u>	<u>2,837,196</u>
OPERATING SURPLUS	359,191	396,669
ACCUMULATED SURPLUS AT BEGINNING OF FINANCIAL YEAR	1,015,371	762,202
Amount transferred to election reserves	-	143,500
Amount transferred to allocated fund reserves	<u>36,200</u>	<u>-</u>
ACCUMULATED SURPLUS AT END OF FINANCIAL YEAR	<u>1,338,362</u>	<u>1,015,371</u>

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE**STATEMENT OF FINANCIAL POSITION
AS AT 30 SEPTEMBER 2002**

	2002 \$	2001 \$
ASSETS		
Current assets	1,342,066	1,495,061
Non-current assets	<u>1,212,992</u>	<u>1,091,387</u>
TOTAL ASSETS	<u>2,555,058</u>	<u>2,586,448</u>
LIABILITIES		
Current liabilities	622,055	1,046,160
Non current liabilities	<u>414,941</u>	<u>381,417</u>
TOTAL LIABILITIES	<u>1,036,996</u>	<u>1,427,577</u>
NET ASSETS	<u>1,518,062</u>	<u>1,158,871</u>
MEMBERS FUND		
Reserves	179,700	143,500
Accumulated surplus	<u>1,338,362</u>	<u>1,015,371</u>
TOTAL MEMBERS FUND	<u>1,518,062</u>	<u>1,158,871</u>

AUSTRALIAN EDUCATION UNION - FEDERAL OFFICE

SUMMARY STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2002

	Notes	2002 \$	2001 \$
Net cash provided by operating activities		170,998	643,488
Net cash used in investing activities		(128,053)	(89,528)
Net cash used in financing activities		<u>(171,641)</u>	<u>(65,513)</u>
Net increase/(decrease) in cash held		(128,696)	488,447
Cash at beginning of financial year		<u>1,273,269</u>	<u>784,822</u>
Cash at end of financial year		<u>1,144,573</u>	<u>1,273,269</u>

BRAMWELL GILES LEECHMAN & ASSOCIATES
 Level 1, 600 St Kilda Road, Melbourne 3004
 PO Box 6094, St Kilda Road Central, 8008
 Telephone (03) 9525 2511 Fax (03) 9525 2829

AUSTRALIAN EDUCATION UNION – FEDERAL OFFICE

Auditors' Certificate

FOR THE YEAR ENDED 30 SEPTEMBER 2002

We certify that the attached summary is a fair and accurate summary of the Statement of Income and Expenditure, Statement of Financial Position, Statement of Cash Flows and Notes to and Forming Part of the Accounts of the Australian Education Union – Federal Office for the year ended 30 September 2002.

Our Auditors' Report dated the 15 January 2003 on the Financial Statements did not contain particulars of any deficiency, failure or shortcoming as referred to in the Workplace Relations Act 1996.

Bramwell Giles Leechman & Associates
 Bramwell Giles Leechman & Associates
 Chartered Accountants

I A Hinds
 I A Hinds – A.C.A.
 Partner
 Melbourne
 Dated: 15 January 2003

Summary of the Financial Statements

FOR THE YEAR ENDED 30 SEPTEMBER 2002

The Financial Statements of the Australian Education Union – Federal Office have been audited in accordance with the provisions of the Workplace Relations Act 1996 (the Act), and the following summary is provided for members in accordance with Section 279 (1) of the Act.

Copies of the Auditors' Report, Accounts and Statements will be supplied free of charge to members who request them.

Certificates required to be given under the Act by the Accounting Officer and the Federal Executive have been completed in accordance with the provisions of the Act and contain no qualifications.

In accordance with the requirements of the Act, the attention of members is drawn to the provisions of subsections (1), (2) and (3) of Section 274 which read as follows:

(1) A member of an Organisation, or Registrar, may apply to the Organisation for specified prescribed information in relation to the Organisation.

(2) An Organisation shall, on application under subsection (1) by a member of the Organisation, or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time as is prescribed.

(3) A Registrar may only make an application under subsection (1) at the request of a member of the Organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

Summary Statement of Income and Expenditure

FOR THE YEAR ENDED 30 SEPTEMBER 2002

	2002	2001
	\$	\$
INCOME		
Capitation fees and levies	2,862,070	2,789,866
TAFE income	18,134	22,346
Other income	330,181	421,653
TOTAL INCOME	3,210,385	3,233,865
TOTAL EXPENSES		
	2,851,194	2,837,196
OPERATING SURPLUS	359,191	396,669
ACCUMULATED SURPLUS AT BEGINNING OF FINANCIAL YEAR		
	1,015,371	762,202
Amounts transferred to election reserves	-	143,500
Amounts transferred to allocated fund reserves	36,200	-
ACCUMULATED SURPLUS AT END OF FINANCIAL YEAR	1,338,362	1,015,371

Statement of Financial Position

AS AT 30 SEPTEMBER 2002

	2002	2001
	\$	\$
ASSETS		
Current Assets	1,342,066	1,495,061
Non-current Assets	1,212,992	1,091,387
TOTAL ASSETS	2,555,058	2,586,448
LIABILITIES		
Current Liabilities	622,055	1,046,160
Non-current Liabilities	414,941	381,417
TOTAL LIABILITIES	1,036,996	1,427,577
NET ASSETS	1,518,062	1,158,871
MEMBERS FUNDS		
Reserves	179,700	143,500
Accumulated Surplus	1,338,362	1,015,371
TOTAL MEMBERS FUNDS	1,518,062	1,158,871

Summary Statement of Cash Flows

FOR THE YEAR ENDED 30 SEPTEMBER 2002

	2002	2001
	\$	\$
Net cash provided by operating activities	170,998	643,488
Net cash used in investing activities	(128,053)	(89,528)
Net cash used in financing activities	(171,641)	(65,513)
Net increase/(decrease) in cash held	(128,696)	488,447
Cash at beginning of financial year	1,273,269	784,822
Cash at end of financial year	1,144,573	1,273,269