



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

Mr Barry Johnson
Branch Secretary
Australian Education Union
New South Wales Branch
23-33 Mary Street
SURRY HILLS NSW 2010

Dear Mr Johnson,

**Re: Australian Education Union - New South Wales Branch
Financial documents for year ended 31 December 2002 - FR2003/293**

I have received your letter dated 24 June 2003 together with the full financial documents, including the summary of those documents, of the New South Wales Branch of the Australian Education Union for the year ended 31 December 2002. The documents were lodged in the Industrial Registry on 26 June 2003.

The documents have been filed.

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 the abovenamed organisation will be required to complete the financial reporting obligations for the financial year ended 31 December 2003 under the WR Act. However, the reporting obligations for the financial year ending 31 December 2004 will be governed by the requirements of the RAO Schedule. This is because the relevant transitional 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))].

Yours sincerely

Lynette Markovksi
Statutory Services Branch

16 July 2003



Australian Education Union

New South Wales Branch

Federal Office: 120 Clarendon Street, South Melbourne VIC 3205

NSW Branch Office: 23-33 Mary Street, Surry Hills NSW 2010

24 June 2003

In reply please quote:

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Australian Industrial Registry
Industrial Registrar (NSW Branch)
80 William Street
EAST SYDNEY NSW 2011

Dear Sir/Madam

Re: Australian Education Union (NSW Branch) Financial Documents for the year ending 31 December 2001. *2002*

Please find enclosed duly completed:

- Certificate by Secretary [Sec280(1)(b)]
- Copy of the accounts for year ending 31 December 2002
- Copy of Auditors Report
- Copy of Education Journal Vol. 84 No. 5, 5 May 2003 (page 23), publication of the Australian Education Union (NSW Branch) Financial Statements for year ending 31 December 2002.

Please note that the following requirements are included in the 'Auditors Accounts':

- Certificate by Secretary [S280(1)(b)]
- Committee of Management Certificate [Reg 109(1)(b) and 92]
- Accounting Officers Certificate [Reg 109(1)(a) and (4)]

Yours sincerely

Barry Johnson

BARRY JOHNSON
BRANCH SECRETARY





Australian Education Union

New South Wales Branch

Federal Office: 120 Clarendon Street, South Melbourne VIC 3205

NSW Branch Office: 23-33 Mary Street, Surry Hills NSW 2010

AUSTRALIAN EDUCATION UNION (NEW SOUTH WALES BRANCH)

Pursuant to Sec. 280(1)(b) of the Workplace Relations Act of 1996, I hereby certify that the attached documents are true copies of the financial statements of the Australian Education Union (New South Wales Branch) for the year ending 31 December 2002 and were presented to a 'second meeting' of the Committee of Management held on the 14th June 2003.

Pursuant to Sec.279(2) of the Workplace Relations Act of 1996, I hereby certify that the Committee of Management passed a resolution at a Committee of Management meeting held 29th March 2003, for the provision to members of a summary of the auditors report, accounts and statements.[SR1]

Yours sincerely

BARRY JOHNSON
ACTING BRANCH SECRETARY

I certify that this is a true copy of the original financial report for the
Branch year ending 31 December 2002.



Barry Johnson
BRANCH SECRETARY

24th June 2003.

**AUSTRALIAN EDUCATION
UNION
(NEW SOUTH WALES BRANCH)**

**FINANCIAL REPORT
31 DECEMBER 2002**

AUSTRALIAN EDUCATION UNION
(NEW SOUTH WALES BRANCH)

BRANCH SECRETARY CERTIFICATE

Pursuant to Section 280(1) of the Work Place Relations Act 1996, I hereby certify that the attached are true copies of the financial documents of the Australian Education Union (New South Wales Branch) for the financial year ended 31 December 2002. These financial documents were presented to the Committee of Management, of the Australian Education Union (New South Wales Branch) at a meeting held on 29th March 2003.



BARRY JOHNSON
BRANCH SECRETARY

29 March, 2003.
(Date)

AUSTRALIAN EDUCATION UNION
(NEW SOUTH WALES BRANCH)

CERTIFICATE OF THE COMMITTEE OF MANAGEMENT

We, Barry Johnson and Maree O'Halloran, being two members of the Committee of Management of the Australian Education Union (New South Wales Branch), do state on behalf of the Committee, and in accordance with a resolution passed by the Committee that:

- i) In the opinion of the Committee of Management, the attached financial statements show a true and fair view of the financial affairs of the Branch as at 31st December 2002.
- ii) In the opinion of the Committee of Management, meetings of the Committee were held during the year ended 31 December 2002, in accordance with the rules of the Branch.
- iii) To the knowledge of any member of the Committee, there have been no instances during the financial year where records of the Branch or other documents (not being documents containing information made available to a member of the Branch under sub-section 274(2) of the Work Place Relations Act 1996) or copies of those records or other documents, or copies of the rules of the Branch, have not been furnished, or made available, to members in accordance with the requirements of the Work Place Relations Act 1996, the Regulations thereto, or the rules of the Branch; and
- iv) The Branch has complied with section 279 of the Act in relation to the financial statements in respect of the preceding financial year and the auditors' report thereon.

Signed on behalf of the Committee of Management

At Sydney this 29th day of March, 2003



BARRY JOHNSON



MAREE O'HALLORAN

29 March, 2003.
(Date)

AUSTRALIAN EDUCATION UNION
(NEW SOUTH WALES BRANCH)

ACCOUNTING OFFICER'S CERTIFICATE

I, Barry Johnson, being the Officer responsible for keeping the accounting records of the Australian Education Union (New South Wales Branch), certify that as at 31 December 2002 the number of financial members of the Branch was 59,172.

In my opinion,

- i) The attached financial statements show a true and fair view of the financial affairs of the Branch as at 31st December 2002.
- ii) 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 accordance with the rules of the Branch.
- iii) Before any expenditure was incurred by the Branch, approval of the incurring expenditure was obtained in accordance with the rules of the Branch.
- iv) With regard to funds of the Branch raised by compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made out of any such fund for purposes other than those for which the fund was operated.
- v) No loans, other financial benefits or remuneration in respect of their full time employment with the Branch, were made to persons holding office in the Branch.
- vi) The register of members of the Branch was maintained in accordance with the Work Place Relations Act, 1996.

Signed at Sydney this 29th day of March, 2003



BARRY JOHNSON
ACCOUNTING OFFICER



29 March, 2003
(Date)

**AUSTRALIAN EDUCATION UNION
(NEW SOUTH WALES BRANCH)**

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 DECEMBER 2002**

	Note	2002 \$	2001 \$
REVENUE FROM ORDINARY ACTIVITIES			
Grants		11,711	2,970
Interest received		443	438
Agency collections		1,335,467	1,353,205
Other income		195	-
		<u>1,347,816</u>	<u>1,356,613</u>
EXPENSES FROM ORDINARY ACTIVITIES			
Audit fees	5	1,375	1,320
Capitation fees paid to Federal Office		1,335,467	1,353,205
Other fees paid to Federal Office		9,086	-
		<u>1,345,928</u>	<u>1,354,525</u>
Total WRA Regulations disclosures		<u>1,345,928</u>	<u>1,354,525</u>
Bank charges		200	1,293
		<u>200</u>	<u>1,293</u>
Total other administration expenses		<u>200</u>	<u>1,293</u>
		<u>1,346,128</u>	<u>1,355,818</u>
TOTAL EXPENSES FROM ORDINARY ACTIVITIES		<u>1,346,128</u>	<u>1,355,818</u>
SURPLUS FROM ORDINARY ACTIVITIES		<u>1,688</u>	<u>795</u>
TOTAL CHANGES IN EQUITY		<u>1,688</u>	<u>795</u>

The Financial Statements should be read in conjunction with the accompanying notes.

AUSTRALIAN EDUCATION UNION
(NEW SOUTH WALES BRANCH)

STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2002

	Note	2002 \$	2001 \$
CURRENT ASSETS			
Cash assets		5,424	5,111
Receivables		1,375	-
TOTAL CURRENT ASSETS		<u>6,799</u>	<u>5,111</u>
TOTAL ASSETS		<u>6,799</u>	<u>5,111</u>
CURRENT LIABILITIES			
Payables		-	-
TOTAL CURRENT LIABILITIES		<u>-</u>	<u>-</u>
TOTAL LIABILITIES		<u>-</u>	<u>-</u>
NET ASSETS		<u>6,799</u>	<u>5,111</u>
EQUITY			
Retained surplus at the beginning of the financial year		5,111	4,316
Surplus for the year		1,688	795
Retained surplus at the reporting date		<u>6,799</u>	<u>5,111</u>

The Financial Statements should be read in conjunction with the accompanying notes.

AUSTRALIAN EDUCATION UNION
(NEW SOUTH WALES BRANCH)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2002

	Note	2002 \$	2001 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Grants received		10,335	2,970
Other income		195	-
Receipts from members		1,335,467	1,353,205
Interest received		443	438
Payments in the course of operations		<u>(1,346,127)</u>	<u>(1,355,818)</u>
Net cash provided by operating activities	6 (a)	313	795
CASH FLOWS FROM INVESTING ACTIVITIES			
		-	-
CASH FLOWS FROM FINANCING ACTIVITIES			
		-	-
Net increase in cash held		313	795
Cash at beginning of year		<u>5,111</u>	<u>4,316</u>
Cash at end of the year	6 (b)	<u>5,424</u>	<u>5,111</u>

The Financial Statements should be read in conjunction with the accompanying notes.

**AUSTRALIAN EDUCATION UNION
(NEW SOUTH WALES BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2002**

NOTE 1: STATEMENT OF ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Urgent Issues Group Consensus Views, and other authoritative pronouncements of the Australian Accounting Standards Board, including the requirements of the Workplace Relations Act 1996.

The financial report is prepared on an accrual basis and is based on historical costs and does not take into account changing money values, or except where stated, the current value of non-monetary assets.

The accounting policies adopted have been consistently applied, unless otherwise stated.

a Income Tax

No provision for income tax is necessary as the Australian Education Union (New South Wales Branch) is exempt from tax under Sec 23(f) for the Income Tax Assessment Act.

b Revenue

Grant revenue is recognised in the period in which it is received.

Agency revenue is recognised for the financial period to which it relates. Agency revenue received in advance is recognised as a liability at balance date.

NOTE 2: CAPITAL EXPENDITURE COMMITMENTS

No Capital Expenditure contracted for.

NOTE 3: RELATED PARTY INFORMATION

(a) Executive Officers

The Chief Executive Officer (Branch Secretary) during the year was Barry Johnson.

**AUSTRALIAN EDUCATION UNION
(NEW SOUTH WALES BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2002**

NOTE 3: RELATED PARTY INFORMATION (CONTINUED)

- (a) Persons holding positions as executive (committee of management) members during the year were:

Sally Edsall	John Irving	John Robertson
Jennifer Leete	Richard Walsham	Joan Lemaire
Christiaan Goudkamp	Robert Libsombe	Brenda Seymour
Barry Johnson	Jason McGrath	
Kathy Deacon	Phillip Bradley	
David Wynne	Helen MacGregor	
Nola Edsall	Maree O'Halloran	
Theresia Zadkovich	Angelo Gavrielatos	

No remuneration was received by officers or executive members during the year.

- (b) Related party transactions

Agency Collection fees paid to the Australian Education Union during 2002 was \$1,335,467 (2001: \$1,353,205). Agency Collection fees were received from the New South Wales Teachers Federation for the same amount.

NOTE 4: NOTICE REQUIRED UNDER WORK PLACE RELATIONS ACT 1996

In accordance with the requirements of the Work Place Relations Act 1996, the attention of members is drawn to the following provisions of the Act:-

S.274

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

AUSTRALIAN EDUCATION UNION
(NEW SOUTH WALES BRANCH)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2002

	2002 \$	2001 \$
NOTE 5: AUDITOR'S REMUNERATION		
Audit fees	<u>1375</u>	<u>1320</u>

NOTE 6: CASH FLOW INFORMATION

(a) Reconciliation of net cash outflow from
operating activities to operating surplus:

Operating surplus	313	795
Changes in assets and liabilities during the financial year:		
Decrease/(increase) in debtors	-	29,184
(Decrease)/increase in creditors	-	<u>(29,184)</u>
Net cash outflows from operating activities	<u>313</u>	<u>795</u>

(b) Reconciliation of Cash:

Cash at the end of the financial year is reconciled to
items in the statement of financial position as follows:

Cash at bank	<u>5,424</u>	<u>5,111</u>
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**AUSTRALIAN EDUCATION UNION
(NEW SOUTH WALES BRANCH)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2002**

NOTE 7: FINANCIAL INSTRUMENTS

The Branch does not participate in the use of derivative financial instruments.

(a) Credit Risk

The maximum exposure to credit risk, excluding the value of any collateral or any other security, at balance date to recognise financial assets is the carrying amount, net of any provision for doubtful debts, as disclosed in the balance sheet and notes to the financial statements.

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

(b) Net Fair Values

The net fair values of debtors, loans and other amounts are determined by discounting the cash flows, at the market interest rates of similar securities, to their present values.

The carrying amount of all financial assets and liabilities does not exceed their net fair value.

(c) Interest Rate Risk

The Branch 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 is minimal as all financial assets and liabilities are non-interest bearing.

NOTE 8: SEGMENT REPORTING

The Branch operates in one business segment being the Trade Union sector providing services to its members within one geographic segment being New South Wales.

NOTE 9: ORGANISATION DETAILS

The registered office and principal place of business of the Australian Education Union (New South Wales Branch) is 23-33 Mary Street Surry Hills.

INDEPENDENT AUDIT REPORT TO THE MEMBERS OF THE AUSTRALIAN EDUCATION UNION (NEW SOUTH WALES BRANCH)

Scope

We have audited the financial report of the Australian Education Union (New South Wales Branch) for the financial year ended 31 December 2002, as set out on pages 1 to 10. The Branch's Executive is responsible for the preparation and presentation of the financial report and the information contained therein. We have conducted an independent audit of this financial report in order to express an opinion on them.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to 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 as to whether, in all material respects, the financial statements are presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements in Australia and statutory requirements, so as to present a view of the Branch which is consistent with our understanding of its financial position and the results of its operations and its cash flows.

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

Audit opinion

In our opinion:

- a) satisfactory accounting records were kept by the Branch in respect of the year ended 31 December 2002, including:
 - i records of the sources and nature of the income of the Branch (including income from members); and
 - ii records of the nature and purposes of expenditure of the Branch; and
- b) the financial statements and other statements required to be prepared under section 273 of the Workplace Relations Act 1996 have been properly drawn up so as to give a true and fair view of:
 - i the financial affairs of the Branch as at 31 December 2002; and
 - ii the income and expenditure, and surplus, of the Branch for the year ended on that date; and

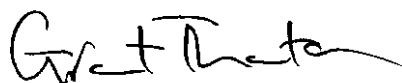
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A New South Wales Partnership
ABN 72 286 597 432

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1994 (NSW)
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Member of Grant Thornton International

- c) the financial report has been prepared in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia.

We have obtained all the information and explanations necessary for the purposes of our audit and there were no deficiencies, failures or shortcomings in relation to the matters referred to above.



GRANT THORNTON
Chartered Accountants



M A ADAM-SMITH
Partner

Sydney

29 March 2003

Australian Education Union (NSW Branch)

Summary statement of financial position as at December 31, 2002

	2002	2001
	\$	\$
EQUITY	6,799	5,111
Current assets	6,799	5,111
TOTAL ASSETS	6,799	5,111
Current Liabilities	-	-
Total liabilities	-	-
NET ASSETS	6,799	5,111

Summary statement of financial performance for the financial year ended December 31, 2002

	2002	2001
	\$	\$
Membership fees	1,335,467	1,353,205
Other income	12,349	3,408
	1,347,816	1,356,613
Less expenditure	1,346,128	1,355,818
SURPLUS FROM ORDINARY ACTIVITIES	1,688	795

Independent audit report to the members of the Australian Education Union (NSW Branch)

Scope

We have audited the financial report of the Australian Education Union (NSW Branch) for the financial year ended 31 December 2002, as set out on pages 1 to 10. The Branch's Executive is responsible for the preparation and presentation of the financial report and the information contained therein. We have conducted an independent audit of this financial report in order to express an opinion on them.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to 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 as to whether, in all material respects, the financial statements are presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements in Australia and statutory requirements, so as to present a view of the Branch which is consistent with our understanding of its financial position and the results of its operations and its cash flows.

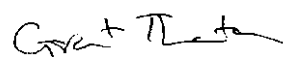
The audit opinion expressed in this report has been formed on the above basis.

Audit opinion

In our opinion:

- satisfactory accounting records were kept by the Branch in respect of the year ended 31 December 2002, including:
 - records of the sources and nature of the income of the Branch (including income from members); and
 - records of the nature and purposes of expenditure of the Branch; and
- the financial statements and other statements required to be prepared under section 273 of the Workplace Relations Act 1996 have been properly drawn up so as to give a true and fair view of:
 - the financial affairs of the Branch as at 31 December 2002; and
 - the income and expenditure, and surplus, of the Branch for the year ended on that date; and
- the financial report has been prepared in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia.

We have obtained all the information and explanations necessary for the purposes of our audit and there were no deficiencies, failures or shortcomings in relation to the matters referred to above.



GRANT THORNTON
Chartered Accountants

Sydney



M A ADAM-SMITH
Partner

March 29, 2003



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h very little activity occurred ostly limited to the receipt the Federal branch of the eration. These funds were he federal body in line with rpose.

l statements for the ember 31, 2002

Union have been audited in of the Workplace Relations ary is provided for members 2) of the Act. t, Accounts and Statements : to members who request

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rements of the Workplace n of members is drawn o (1) and (2) and (3), which

1, or a Registrar, may apply l prescribed information in

ication made under subsec- isation or a Registrar, make e to the member or Registrar h time, as prescribed.

application under subsection the organisation concerned, to a member information ion made at the request of