



AUSTRALIAN INDUSTRIAL REGISTRY

Australian Industrial Registry
Level 35, Nauru House
80 Collins Street
MELBOURNE VIC 3000
Telephone: (03) 8661 7888
Fax: (03) 9654 6672

Ref: AR2004/301-[284V-NT]

Mr Alan Perrin
Secretary
Australian Education Union-Northern Territory
Branch
GPO Box 4494
DARWIN NT
0801

Dear Mr Perrin

**Re: Australian Education Union-Northern Territory Branch
Annual Return of Information for Year 2004**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for the year 2004 in respect of the body specified above.

In accordance with subsection 233(1) of the Registration and Accountability of Organisations Schedule (Schedule 1B to the *Workplace Relations Act 1996*), each organisation is required to lodge in the Industrial Registry certain information relating to records required to be kept and maintained by the organisation under section 230 and regulation 147 of the Workplace Relations (Registration and Accountability of Organisations) Regulations. Such information must, in respect of the year 2004 be lodged before 31 March 2004.

Please note that as a result of changes made to the Act on 12 May 2003, an organisation must also keep and lodge:

- ◆ a record of the name of each branch that commenced operation in the previous 12 months;
- ◆ a record of the name of each branch that ceased operation in the previous 12 months;
- ◆ a record of each election that must, under the rules of the organisation, be held during each year commencing 1 January for an office in the organisation and for an office in a branch of the organisation; and
- ◆ a record of the number of members on 31 December in the previous year;

Note: ► Previously, the requirement to lodge a record of each election that must be held applied to each year commencing 1 April.

Note: ► Previously, the requirement to lodge the number of members only applied to an organisation of employees and was related to the number of persons who were, on 1 January, both members and employees or independent contractors. The new

requirement will apply to an organisation of employers as well as an organisation of employees.

The obligation to lodge a “statutory declaration” signed by the secretary or other prescribed officer to accompany documents required to be lodged annually has been replaced with an obligation to lodge a “declaration” [s233(1)].

A summary of the information required to be lodged annually is set out in the accompanying document. Notifications of changes to the annual information required to be lodged under subsection 233(2) and regulation 151 are also summarised in the accompanying document.

When lodging in the Registry the annual return or any subsequent notification of a change to records please quote: **AR2004/301**.

Please do not hesitate to contact me on (03) 8661 7988 if you wish to discuss the requirements for the Annual Return of Information or notifications of changes to such information.

Yours sincerely

A handwritten signature in cursive script that reads "L. Markovski".

Lyn Markovski

E-mail: lynette.markovski@air.gov.au

13 January, 2004

Recurring Obligations To Keep And Lodge Information Under Schedule 1B to the Workplace Relations Act 1996 (RAO Schedule) and the RAO Schedule Regulations

Information	Key Contents
Maintenance of Register of Members	A declaration by the secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, been kept and maintained as required by ss230(1)(a) and (2) <i>[s233(1)(a)]</i>
List of Offices <i>- see Note 2</i>	A list of the offices in the organisation and each branch (note the definition of “office” and “officer” in ss6 and 9) <i>[s230(1)(b)]</i>
List of Office-holders <i>- see Note 2</i>	A list of the names, postal addresses and occupations of the persons holding the offices (note definition of “office” and “officer” in ss6 and 9) <i>[s230(1)(c)]</i>
List of Branches <i>- see Note 2</i>	A record of the name of each branch of the organisation <i>[s230(1)(d) and reg. 147(a)]</i>
New Branches	A record of the name of each branch that commenced operation in the previous 12 months <i>[s230(1)(d) and reg. 147(b)]</i>
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months <i>[s230(1)(d) and reg. 147(c)]</i>
Addresses of Organisation and Branches <i>- see Note 2</i>	A record of the address of the office of the organisation and the office of each branch <i>[s230(1)(d) and reg.147(d)]</i>
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during each year commencing 1 January for an office in the organisation and branch of the organisation <i>[s230(1)(d) and reg. 147(e)]</i>
Statement concerning number of members	A record of the number of members on 31 December in the previous year. If the organisation has entered into an agreement under ss151(1) of the Schedule - a record of the number of members of the organisation who were, on 31 December in the previous year, ineligible State members in relation to the organisation, within the meaning of s150 of the Schedule. <i>[s230(1)(d) and reg. 147(f) and (g)]</i>

Please note:

1. A copy of the above records must be lodged in the Industrial Registry, once in each year, at any time during the period of 3 months commencing on 1 January, certified by declaration signed by the secretary or other prescribed officer to be a correct statement of the information contained in that record *[s233(1)(b) and [reg 149]*.
2. In the event of any change to certain of the abovementioned records, an organisation must, within 35 days of the change, lodge in the Industrial Registry, a notification of such change certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made *[s233(2)and reg. 151]*.
3. The above requirements apply to documents required to be lodged from 1 January 2004.



Ref: 23/10 (13014005)

13 January 2004

The Registrar
 Attention: Lyn Markovski
 Australian Industrial registry
 GPO Box 1994S
 Melbourne Vic 3001

Dear Ms Karkovski

RE : 2004 Annual return of Information – AR2004/301

I Alan Perrin (Secretary Australian Education Union Northern Territory Branch) hereby declare that the information listed below is true and accurate.

- List of offices in the branch and the persons holding those positions, and their addresses.

- President Nadine Williams
- Vice President Denyse Bainbridge
- Vice President John Carson
- Secretary Alan Perrin
- Treasurer Jan McCarthy
- Indigenous Trish Chisholm
- Regional Councillors
 - Clare Hart
 - Rod Smith
 - Adam Lampe
 - Shayne O'Halloran
 - Bruce Wallis
 - Briony Chelman



Ashlea Farrell

Eve Adams

Lynda Hayes

The office of the Australian Education Union (NT Branch) is located at:
2 Gardiner St Darwin NT 0800
with a mailing address of:
GPO Box 4494 Darwin NT 0801.

Elections for the following Branch Officers positions will take place during 2004:

- President
- Vice President (General)
- Vice President (TAFE)
- Treasurer
- Women's Officer
- Executive Councillor representing Indigenous teachers and Indigenous education workers in schools and Educational institutions.

These positions are to be held after July 2004 for commencement in 2005.

Yours sincerely



Alan Perrin
Secretary



Ref: 23/10 (14014007)

14 January 2004

The Registrar
Attention: Lyn Markovski
Australian Industrial registry
GPO Box 1994S
Melbourne Vic 3001

Dear Ms Markovski

RE : Statement concerning number of members – AR2004/301

I, Alan Charles Perrin, declare that;

1. I am Northern Territory Branch Secretary of the Australian Education Union,
and
2. I am authorised to make a declaration on the number of members

The numbers of members, as of 31 December 2003, are as follows:

* Financial	1666
* On leave	3
* Students	49
* Unfinancial	296

Yours sincerely

Alan Perrin
Secretary



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Mr Alan Perrin
Secretary
Australian Education Union
Northern Territory Branch
GPO Box 4494
DARWIN NT 0801

Dear Mr Perrin,

**Re: Australian Education Union
Annual Return of information contained in records kept by branch
(AR 2004/301)**

I have received your declaration dated 13 January 2004 providing information in accordance with subsection 233(1) of Schedule 1B of the *Workplace Relations Act 1996*. The documents were lodged in the Industrial Registry on 12 February 2004.

The documents lodged cover the required information for the **2004** Annual Return of the organisation.

The documents have been filed.

Yours sincerely,

Lynette Markovski
Statutory Services Branch

13 February 2004