

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

## Ref: AR2003/246-[284V-QLD]

Mr Mr John C Battams Branch Secretary Australian Education Union-Queensland Branch PO Box 1591 MILTON, BC, QLD 4064

Dear Mr Mr John C Battams

## Re: Australian Education Union-Queensland Branch Annual Return of Information for Year 2003

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for the year 2003 in respect of the body specified above.

In accordance with subsection 268(3) of the *Workplace Relations Act 1996*, each organisation is required to lodge in the Industrial Registry certain information relating to records required to be kept by the organisation under subsection 268(1) and regulation 102 of the Workplace Relations Regulations. Such information must be lodged once in each year at any time during the period of three months commencing 1 January.

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 268(4) are also summarised in the accompanying document.

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

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

13 February, 2003

# Annual Return of Information required under the Workplace Relations Act 1996 and Regulations

Statement concerning number of members	A statement, signed by an officer of the organisation who is authorised to sign it, that shows: -	Once in each year, not later than 1 March [reg 43(1)]
[reg 43(1)] (federal offices of employee	(a) the number of persons who were, on 1 January in that year; both:	
organisations only)	(i) members of the organisation; and	
	(ii) employees or independent contractors; and	
	<ul> <li>(b) if the organisation has entered into an agreement under ss202(1) of the Act - the number of members of the organisation who were, on 1 January in that year, ineligible State members in relation to the organisation, within the meaning of s202 of the Act</li> </ul>	
Maintenance of Register of Members	A statutory declaration by the secretary or other prescribed officer [reg 104] certifying that the register of members	Once in each year, at any time during the period of 3 months commencing on 1 January
[s268(3)(a)]	has, during the immediately preceding calendar year; been kept and maintained as required by s268(1) and (2)	[reg 103]
<b>List of Offices</b> [s268(3)(b)]	A copy of the list of the offices in the organisation and each branch [s268(1)(b)] certified by statutory declaration by the secretary or other prescribed officer [reg 104] to be a correct statement of the information contained in that record [note definition of "office" in s4(1)]	As above
List of Office-holders	A copy of the list of the names, postal addresses and occupations of the persons	As above
[s268(3)(b)]	holding offices in the organisation and each branch [s268(1)(c)] certified by statutory declaration by the secretary or other prescribed officer [reg 104] to be a correct statement of the information contained in that record	
List of Branches [s268(3)(b)] (federal offices of organisations only)	A copy of the record of the name of each branch of the organisation [s268(1)(d) and subreg 102(a)] certified by statutory declaration by the secretary or other prescribed officer [reg 104] to be a correct statement of the information contained in that record	As above

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Addresses of Offices of Organisation and Branches [s268(3)(b)]	A copy of the record of the address of the organisation and the office of each branch [s268(1)(d) and sub-reg 102(b)] certified by statutory declaration by the secretary or other prescribed officer [reg 104] to be a correct statement of the information contained in that record	As above
Record of each Election that must be held during year [s268(3)(b)]	A record of each election that must, under the rules of the organisation, be held during each year commencing 1 April for office positions in organisations and its branches [s268(1)(d) & sub-reg 102(c)] certified by statutory declaration by the secretary or other prescribed officer to be a correct statement of the information contained in that record	As above

## Notification of Changes made to records - subsection 268(4) of the Act

Changes in List of Offices [s268(4)]	Notification of any change to the list of offices [s268(1)(b)] certified by statutory declaration by the secretary or other prescribed officer [reg 104] to be a correct statement of the changes made [note definition of "office" in s4(1)]	Within 35 days after the change [reg 105]	
Changes in List of Office- holders [s268(4)]	Notification of any change to the list of the names, postal addresses and occupations of the persons holding offices [s268(1)(c)] certified by statutory declaration by the secretary or other prescribed officer [reg 104] to be a correct statement of the changes made	As above	
Changes in List of Branches [s268(4)] (federal offices of organisations only)	Notification of any change to the record of the name of each branch of the organisation [s268(1)(d) and subreg 102(a)] certified by statutory declaration by the secretary or other prescribed officer [reg 104] to be a correct statement of the changes made	As above	
Changes in the Addresses of Offices of Organisation and Branches [s268(4)]	Notification of any change to the record of the address of the office of the organisation and the office of each branch [s268(1)(d) and subreg 102(b) certified by statutory declaration by the secretary or other prescribed officer [reg 104] to be a correct statement of the changes made	As above	

# AR 2003/246 USTRALIAN EDUCATION UNION

QUEENSLAND BRANCH ABN 47 599 010 588

The Teachers' Building 21 Graham Street, Milton, Queensland, Australia. Phone; (07) 3369 0088 Fax: (07) 3369 0022. ADDRESS ALL CORRESPONDENCE TO: The Branch Secretary, P.O. Box 1591, Milton BC, Q. 4064.

In Reply Please Quote:

js:ek aeuq

19 March 2003

## Your Ref: AR 2003/246-[284V-QLD]

Ms Lynette Markovski Research, Information and Advice Australian Industrial Registry GPO Box 1994S MELBOURNE VIC 3001

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Dear Ms Markovski

### Re: Australian Education Union - Queensland Branch Annual Return of Information for Year 2003

In accordance with subsection 268(3) of the *Workplace Relations Act 1996*, I wish to lodge the attached list of the offices in the branch and of the persons holding those offices, including their occupations and addresses. It is noted that the last Annual Return of Information was lodged on 21 February 2002.

Please note that the address of the branch of the organisation is -

The Teachers' Building, 21 Graham Street, Milton. Qld. 4064 (PO Box 1591, Milton BC. Qld. 4064).

The following elections are scheduled for the year 2003 -

Federal Delegates Representing the General Division	Late August
Federal Delegates Representing the TAFE Division	Late August
National TAFE Council Delegates	Late August
National TAFE Council Executive Member	Late August
Aboriginal and Torres Strait Islander Federal Conference	
Delegate	Late August
National Aboriginal and Torres Strait Islander Education	
Committee (General Division) Member	Late August
National Aboriginal and Torres Strait Islander Education	
Committee (TAFE Division Member	Late August

Yours sincerely

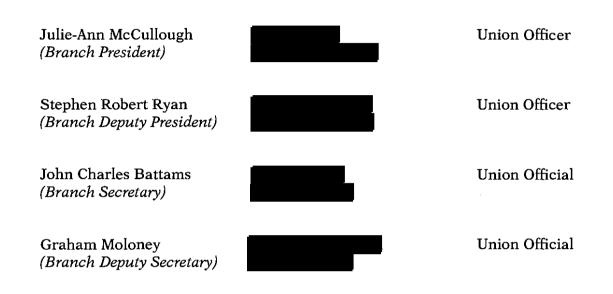
John Battams Branch Secretary enc

#### Annexure A

## AUSTRALIAN EDUCATION UNION (Qld) BRANCH

## BRANCH OFFICERS

(From 1 March 2003 to 28 February 2004)



#### Annexure B

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## AUSTRALIAN EDUCATION UNION (QLD) BRANCH

**BRANCH EXECUTIVE (Other than Branch Officers)** (From 1 March 2003 to 28 February 2004)

Mark Anghel	Teacher
Dudley Cowan	Teacher
Adriana Greenhill	Teacher
Stewart Jones	Teacher
Molly Kreidl	Teacher
Kevina O'Neill	Teacher
Paul Reardon	Teacher
Vicki Sykes	Teacher
Julian Toussaint	Teacher

## Annexure C

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## AUSTRALIAN EDUCATION UNION (QLD) BRANCH

## FEDERAL EXECUTIVE MEMBERS

(From 1 March 2002 to 28 February 2004)

Molly Kreidl		Teacher
Julie-Ann McCullough		Union Officer
Stephen Robert Ryan	5	Union Officer

## Annexure D

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## AUSTRALIAN EDUCATION UNION (QLD) BRANCH

#### **FEDERAL DELEGATES REPRESENTING THE GENERAL DIVISION** (From 1 January 2002 to 31 December 2003)

Perry Anderson	Teacher
John Charles Battams	Union Official
Allan Cook	Teacher
Samantha Knowles	Teacher
Molly Kreidl	Teacher
Bruce Litte	Teacher
Julie-Ann McCullough	Union Officer
Graham Moloney	Union Official
Samantha Pidgeon	Teacher
Stephen Ryan	Union Officer
Leigh Schelks	Teacher
Vicki Sykes	Teacher
Lynette Winch	Teacher
Maryjane Woodgate	Teacher

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<b>FEDERAL CONFERENCE DELEGATE REPRESENTING THE TAFE DIVISION</b> (From 1 January 2002 to 31 December 2003)			
Paul Reardon		Teacher	
	NATIONAL TAFE COUNCIL DELEGAT (From 1 January 2002 to 31 December 200	— -	
Paul Jefferis		Teacher	
Bonnita Elliott		Teacher	
NAT	<b>TIONAL TAFE COUNCIL EXECUTIVE M</b> (From 1 January 2002 to 31 December 200		
Anthony Christinson		Union Official	
ABORIGINAL AND TO	ORRES STRAIT ISLANDER FEDERAL C (From 1 January 2002 to 31 December 200		
Letitia Murgha	) 	Teacher	
NATIONAL ABORIGIN	IAL AND TORRES STRAIT ISLANDER F (GENERAL DIVISION) MEMBER (From 1 March 2002 to 31 December 200		
Lloyd Vincent Appo		Teacher	
NATIONAL ABORIGIN	NAL AND TORRES STRAIT ISLANDER I (TAFE DIVISION) MEMBER (From 1 March 2002 to 31 December 200		
Fred Joseph	. 4868	Teacher	

## AUSTRALIAN EDUCATION UNION (QLD) BRANCH

### Annexure F

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Roselynne Anderson	Teacher
Mark Anghel	Teacher
John Battams	Union Official
Julie Brown	Teacher
Allan Cook	Teacher
Dudley Cowan	Teacher
Adriana Greenhill	Teacher
Michael Hansen	Teacher
Jenni Holmes	Teacher
Stewart Jones	Teacher
Samantha Knowles	Teacher
Molly Kreidl	Teacher
Bruce Litte	Teacher
Julie-Ann McCullough	Union Officer
Stuart Macdonald	Teacher
Patrick Miller	Teacher

## AUSTRALIAN EDUCATION UNION (QLD) BRANCH COUNCILLORS (From 20 January 2002 to 19 January 2004)

Graham Moloney **Union Official** Kevina O'Neill Teacher Teacher John Park Teacher Sam Pidgeon Debbie Pocock Teacher Gabrielle Randall Teacher Anne Rathmell Teacher Paul Reardon Teacher Therese Rourke Teacher Union Officer Stephen Ryan Leigh Schelks Teacher Debbie Sneddon Teacher Vicki Sykes Teacher Leta Threlfall Teacher Julian Toussaint Teacher Lynette Winch Teacher Maryjane Woodgate Teacher Wesley Young Teacher

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**ISTRALIAN EDUCATION UNION** 



QUEENSLAND BRANCH ABN 47 599 010 588

The Teachers' Building 21 Graham Street, Milton, Queensland, Australia. Phone; (07) 3369 0088 Fax: (07) 3369 0022.

ADDRESS ALL CORRESPONDENCE TO: The Branch Secretary, P.O. Box 1591, Milton BC, Q. 4064.

In Reply Please Quote:

jms:ek aeuq

19 March 2003

The Industrial Registrar Attention: Lynette Markovski Australian Industrial Registry GPO Box 1994S MELBOURNE VIC 3001



Dear Ms Markovski

## Re: Australian Education Union, Queensland Branch Decision E No. 206 of 2002

Please find attached the required Statutory Declaration following an election in the Queensland Branch of the Australian Education Union conducted by the Australian Electoral Commission.

Yours sincerely

John Battams Branch Secretary

enc

#### STATUTORY DECLARATION

I, JOHN CHARLES BATTAMS of **Constant and Secretary**, BRISBANE, BRANCH SECRETARY OF THE AUSTRALIAN EDUCATION UNION (QUEENSLAND BRANCH) do solemnly and sincerely declare *that* :

- 1. The Annexures hereto marked 'A', and 'B' are a true and correct record of the Branch Officers and Branch Executive Members.
- 2. AND I HEREBY CERTIFY that the register of members has, during 2003, been kept and maintained in accordance with sub-sections 268(1) and 268(2) of the Act.
- 3. AND I HEREBY CERTIFY that the address of the Queensland Branch of Australian Education Union is 21 Graham Street, Milton, Queensland, 4064.

And I make this solemn declaration by virtue of the Statutory Declarations Act 1959 as amended and subject to the penalties provided by that Act for the making of false statements in statutory declarations, conscientiously believing the statements contained in this declaration to be true in every particular.

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Declared at BRISBANE on the nineteenth day of March, 2003.

Before me .....

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61 7 38324727 AEC NON PARLIMENTARY ELECT

TEL:61 7 38324727

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## Australian Education Union Queensland Branch

## **DECLARATION OF RESULTS FOR UNCONTESTED OFFICES**

Results of the election for the following offices conducted in accordance with Section 214 of the Workplace Relations Act 1996 and the rules of the organisation

E No. 206 of 2002

Branch President 1

Candidates MCCULLOUGH, Julie-ann

**Branch Deputy President 1** 

<u>Candidates</u>

RYAN, Stephen

**Branch Secretary 1** 

Candidates BATTAMS, John

Branch Deputy Secretary 1

<u>Candidates</u> MOLONEY, Graham

**Branch Executive Member 9** 

<u>Dandidates</u> ANGHEL, Mark COWAN, Dudley GREENHILL, Adriana JONES, Stewart KREIDL, Molly O'NEILL, Kevina REARDON, Paul SYKES, Vicki TOUSSANT, Julian

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

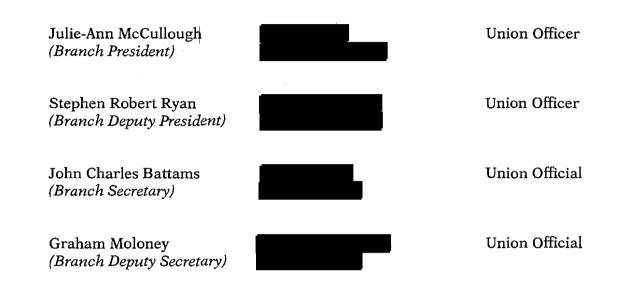
Glenn Rollo Returning Officer 5 February 2003

#### Annexure A

#### AUSTRALIAN EDUCATION UNION (Qld) BRANCH

#### BRANCH OFFICERS

(From 1 March 2003 to 28 February 2004)



#### Annexure **B**

## AUSTRALIAN EDUCATION UNION (QLD) BRANCH

BRANCH EXECUTIVE (Other than Branch Officers) (From 1 March 2003 to 28 February 2004)

Mark Anghel	Teacher
Dudley Cowan	Teacher
Adriana Greenhill	Teacher
Stewart Jones	Teacher
Molly Kreidl	Teacher
Kevina O'Neill	Teacher
Paul Reardon	Teacher
Vicki Sykes	Teacher
Julian Toussaint	Teacher



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 J Battams Branch Secretary Australian Education Union Queensland Branch PO Box 1591 MILTON BC QLD 4064

Dear Mr Battams,

#### Re: Australian Education Union - Queensland Branch Annual Return of information contained in records kept by branch (AR 2003/246)

I have received your letter dated 19 March 2003 and statutory declaration declared on the same day providing information in accordance with subsection 268(3) of the Workplace Relations Act 1996. The documents were lodged in the Industrial Registry on 24 March 2003.

The documents lodged cover the following information for the 2003 Annual Return of the branch: -

- certification in respect of the register of members of the branch.
- list of offices in the branch and the names, postal addresses and occupation of the persons holding those offices.
- address of the branch.
- information in respect of elections in the branch.

The documents have been filed.

Yours sincerely,

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Lynette Markovski Statutory Services Branch

27 March 2003

STRALIAN EDUCATION UNION

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The Teachers' Building 21 Graham Street, Milton, Queensland, Australia. Phone; (07) 3512 9000 Fax: (07) 3369 0022. ADDRESS ALL CORRESPONDENCE TO: The Branch Secretary, P.O. Box 1591, Milton BC, Q. 4064.

In Reply Please Quote:

jms:ek aeuq

OUEENSLAND BRANCH



18 September 2003

ABN 47 599 010 588

The Industrial Registrar Attention: Lynette Markovski Australian Industrial Registry GPO Box 1994S MELBOURNE VIC 3001

Dear Ms Markovski

## Re: Australian Education Union, Queensland Branch Decision E No. 207 of 2003

Please find attached the required Statutory Declaration following an election in the Queensland Branch of the Australian Education Union conducted by the Australian Electoral Commission.

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Please note that a ballot will be conducted in respect of the following contested office -

Federal Conference Delegates representing the General Division (14).

You will be advised of the outcome in due course.

Yours sincerely

John Battams Branch Secretary

enc

#### STATUTORY DECLARATION

I, JOHN CHARLES BATTAMS of BRANCH SECRETARY OF THE AUSTRALIAN EDUCATION UNION (QUEENSLAND BRANCH) do solemnly and sincerely declare *that* :

- The Annexures hereto marked 'E' and 'F' are a true and correct record of the Branch Officers; Federal Conference Delegate representing the TAFE Division; National TAFE Council Delegates; TAFE Council Executive Member; Aboriginal and Torres Strait Islander Federal Conference Delegate; National Aboriginal and Torres Strait Islander Education Committee (TAFE Division) Member; and Branch Councillors.
- 2. AND I HEREBY CERTIFY that the register of members has, during 2003, been kept and maintained in accordance with sub-sections 268(1) and 268(2) of the Act.
- 3. AND I HEREBY CERTIFY that the address of the Queensland Branch of Australian Education Union is 21 Graham Street, Milton, Queensland, 4064.

And I make this solemn declaration by virtue of the Statutory Declarations Act 1959 as amended and subject to the penalties provided by that Act for the making of false statements in statutory declarations, conscientiously believing the statements contained in this declaration to be true in every particular.

(Signature)

Declared at BRISBANE on the sevent enth day of September 2003. TRQUAL Before me.

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## AUSTRALIAN EDUCATION UNION QUEENSLAND BRANCH ELECTION

(Deputy Industrial Registrar's Decisions E Nos. 207 & 243 of 2003)

Election conducted under Section 189 of Schedule 1B of the Workplace Relations Act 1996 and in accordance with the rules of the Union.

Nominations for the above election closed at 12.00 Noon on 3 September 2003. Withdrawals closed on 9 September 2003. I now advise the following results for uncontested offices:

## <u>Office</u> Federal Conference Delegate

Federal Conference Delegate

Branch Councillora (34):

representing the TAFE Division (1):

Aboriginal and Torres Strait Islander

National TAFE Council Delegates (2):

National TAFE Council Executive Member (1):

National Aboriginal and Torres Strait Islander

National Aboriginal and Torres Strait Islander

Education Committee (General Division) Member (1):

Education Committee (TAFE Division) Member (1):

<u>Candidate/s</u>

REARDON, Paul

TAYLOR, Penny

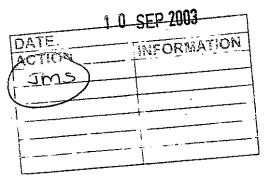
REARDON, Paul

ELLIOTT, Bonnita THOMSON, Katherine Eve

No nominations received.

JOSEPH, Frøderick

ANDERSON, Perry ANDERSON, Roselynne ANGHEL, Mark **BAGOLY, Rose** BATTAMS, John CARNEY, David CARTER, Leigh COOK, Allan COWAN, Dudley COWIE-McALISTER, Lynn DARBEN, Peter **DOUGLAS, Frank** GREENHILL, Adriana HINES, Lorraine HOLZ, Cornelius JONES, Stewart KANE, Kirsten KNOWLES, Samantha KREIDL, Molly McCULLOUGH, Julie-Ann MACDONALD, Stuart MILLER, Patrick MOLONEY, Graham O'NEILL, Kevina PARK, John PEARSON, Brian POCOCK, Debra REARDON, Paul RYAN, Stephen SYKES, Vicki TOUSSAINT, Julian WINCH, Lynette WOODGATE, Maryjane YOUNG, Wesley



61.7 38324727 AEC NON PARLIMENTARY ELECT

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There has been a change of Returning Officer and I have been appointed to conduct the remainder of this election. As the number of nominations accepted for the above positions did not exceed the number of positions to be filled, I declare the candidates shown above, elected to the offices specified.

In respect of the following contested offices, a postal ballot will open on 1 October 2003 and close at 10.00 am on Wednesday 29 October 2003.

<u>Office</u>

**Candidates** 

 Federal Conference Delegates representing the General Division (14):

ANGHEL, Mark COOK, Allan DOUGLAS, Frank KREIDL, Molly Elizabeth McCULLOUGH, Julie-Ann MELDON, Trevor John MOLONEY, Graham PIDGEON, Samantha RYAN, Pamela RYAN, Pamela RYAN, Stephen SCOTT, Amanda SWADLING, Jennifer SYKES, Vickl TOUSSAINT, Julian WINCH, Lynette

A draw will be conducted at my office at 10.00 am on Monday 15 September 2003, in accordance with AEU Old Federal Branch Rule 13(21), to determine the order of candidates names on the ballot paper, which will then be printed.

accordance with AEU Old Federal Branch Rule 13(12), a candidate in the ballot may appoint a person (not being a candidate) as a scrutineer, by notice in writing to me. Scrutineers must produce a letter of authority or suitable identification on their initial introduction to me or my staff. Absence of a scrutineer will not delay any step in the election.

A list of members of the organisation qualified to vote, will be made available to members for inspection or copying. Any member wishing to inspect or copy the list, should make an appointment with me. All costs relating to inspection or copying are the responsibility of the member.

Brendan Carroll Returning Officer

Australian Electoral Commission 6<sup>th</sup> floor, 488 Queen Street GPO Box 2590 Brisbane Qid 4001.

10 September 2003.

Telephone: (07) 3834 3406 Facsimilie: (07) 3832 4727 Annexure E

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FEDERAL CONFERENCE DELEGATE REPRESENTING THE TAFE DIVISION (From 1 January 2003 to 31 December 2004)			
Paul Reardon		Teacher	
	NATIONAL TAFE COUN (From 1 January 2003 to 3		
Bonnita Elliott		Teacher	
Katherine Eve Thomson		Teacher	
NATIONAL TAFE COUNCIL EXECUTIVE MEMBER (From 1 January 2003 to 31 December 2004)			
Paul Reardon		Teacher	
	RRES STRAIT ISLANDE (From 1 January 2003 to 3	<b>R FEDERAL CONFERENCE DELEGATE</b> 31 December 2004)	
Penny Taylor	r i	Teacher	
NATIONAL ABORIGINAL AND TORRES STRAIT ISLANDER EDUCATION COMMITTEE (GENERAL DIVISION) MEMBER (From 1 March 2002 to 31 December 2003)			
No nomination was receive	ed		
NATIONAL ABORIGINA	AL AND TORRES STRAI (TAFE DIVISION) (From 1 March 2003 to 3.		
End Iscarb		Tanahan	

AUSTRALIAN EDUCATION UNION (QLD) BRANCH

Fred Joseph

Teacher

## Annexure F

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Perry Anderson	Teacher
Roselynne Anderson	Teacher
Mark Anghel	Teacher
Rose Bagoly	Teacher
John Battams	Union Official
David Carney	Teacher
Leigh Carter	Teacher
Allan Cook	Teacher
Dudley Cowan	Teacher
Lynn Cowie-McAlister	Teacher
Peter Darben	Teacher
Frank Douglas	Teacher
Adriana Greenhill	Teacher
Lorraine Hines	Teacher
Cornelius Holz	Teacher
Stewart Jones	Teacher

# AUSTRALIAN EDUCATION UNION (QLD) BRANCH COUNCILLORS (From 20 January 2004 to 19 January 2006)

Kirsten Kane Samantha Knowles Molly Kreidl Julie-Ann McCullough Stuart Macdonald Patrick Miller **Graham Moloney** Kevina O'Neill John Park Brian Pearson Debbie Pocock Paul Reardon Stephen Ryan Vicki Sykes Julian Toussaint Lynette Winch Maryjane Woodgate Wesley Young

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Teacher Teacher Teacher Union Officer Teacher Teacher Union Official Teacher Teacher Teacher Teacher Teacher Union Officer Teacher Teacher Teacher Teacher Teacher



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 John Battams Branch Secretary Australian Education Union Queensland Branch P.O. Box 1591 Milton BC Qld 4064

Dear Mr Battams,

## Re: Australian Education Union - Queensland Branch Notification of changes made to records of branch - (AR 2003/246)

I have received your letter dated 18 September 2003 and your statutory declaration declared on the same date providing notification of changes made to records in accordance with subsection 268(4) of the *Workplace Relations Act 1996*. The document was lodged in the Industrial Registry on 22 September 2003.

The document lodged cover changes made to the following records kept by the branch: -

• Changes made to list of office holders.

The document has been filed.

Please note that from the commencement on 12 May 2003 of the Workplace Relations Registration and Accountability of Organisations) legislation (the RAO legislation), notification of changes made to records are required to be lodged in accordance with s233 of the Registration and Accountability of Organisations Schedule (the RAO Schedule), certified by declaration signed by the secretary or other prescribed officer of the branch.

Yours sincerely,

Lynette Markovski Statutory Services Branch

26 September 2003