



11 April 2018

Secretary
Australian Education Union-South Australian Branch
aeusa@aeusa.asn.au

Dear Secretary,

cc: aeu@aeufederal.org.au

Reminder of actions required when persons elected to office

The Australian Electoral Commission has provided the Registered Organisations Commission (the ROC) a declaration of results for the election of uncontested and contested offices for South Australia Branch [E2017/215]. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

A notice must be published on the organisation's website

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the Fair Work (Registered Organisations) Regulations 2009).

Holders of office required to undertake approved training

Section 293K of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe. Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are provided for in the RO Act.

Organisation must notify the Commission of changes

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Australian Education Union-South Australian Branch must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
 - the name of the office vacated;
 - the date of the change of office holder; and
 - the name of the person vacating the office.

2. Person(s) who have commenced to hold office:
 - the name of the office now held;
 - the date of the change of office holder;
 - the name of the person now holding the office;
 - the postal address of the person (generally the postal address of the organisation); and

- the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. A template notification of changes, which may assist you, is attached. If any change does not apply until a date in the future, you do not need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

Christine Hibberd
Registered Organisations Commission

NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009*

I, [NAME], being the [OFFICER] of the [ORGANISATION NAME], declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:

[delete all that do not apply]

- On [DATE] the address of the organisation changed to [STREET ADDRESS].¹
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:²
 1. *[include OLD name and address and NEW name and address of every branch that has changed]*
 2. ...
- A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.
- On [DATE] the following branch[es]:³
 - COMMENCED operation:
 1. *[include name of each new branch]*
 2. ...
 - CEASED operation:
 1. *[include name of each closed branch]*

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

³ s.230(1)(d); reg.147(b) & (c)

2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to regorgs@roc.gov.au.]*

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
<i>National</i>	<i>1.1.2014</i>	<i>Secretary</i>	<i>Full Name</i>	<i>Full Name</i>	<i>c/- the Registered Organisation, postal address of Registered Organisation</i>	<i>Paid official</i>
	<i>25.12.2013</i>	<i>President</i>	<i>vacant</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
<i>...</i>						
<i>NSW</i>	<i>1.1.2014 (resigned) 7.1.2014 (appointed)</i>	<i>President</i>	<i>Full Name</i>	<i>Full Name</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>mechanic</i>
		<i>Committee of Management Member</i>	<i>Full Name</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
		<i>Treasurer</i>	<i>Full Name</i>	<i>vacant</i>	<i>vacant</i>	<i>vacant</i>
<i>...</i>						

20 March 2018

Post-election Report

**Australian Education Union South Australian Branch -
E2017/215**

Contents

Election(s) Covered in this Report	3
Rules	3
Roll of Voters	3
Irregularities	3
Other Matters.....	4
Attachments.....	4

Election(s) Covered in this Report

Election Decision No/s: E2017/215

Rules

Rules used for the election:

National Rules: 284V: Incorporates alterations of 21 August 2017 [R2017/139] (replaces rulebook dated 23 June 2017 [R2017/54])

Rules difficult to apply/interpret: No
Module Rule reference (if any)

Roll of Voters

A roll was provided by the AEU on 10 January 2018. Amendments to the roll were provided on 5 February, 19 February and 20 February 2018

Total number of voters on the Roll: 12435 ✓

5 General Division Delegate to Branch Council areas went to ballot consisting of a total of: 1096 voters

Irregularities

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

Other irregularities identified, and action taken: Nil

Other Matters

None

Attachments

- 1) E2017- 215 AEU Results Dec Report - uncontested and contested SIGNED 20 Mar 18



Paul Langtry
Returning Officer

20 March 2018

Australian Education Union

South Australian Branch

DECLARATION OF RESULTS - E2017/215 Contested and Uncontested Offices

Scheduled Vacancy Election

The results of the election for the following offices conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation are:

Barossa

Delegate (2)

Candidates

BROOKSBY, Vanessa
HILL, Joanne

I declare Vanessa Brooksby and Joanne Hill elected.

Alternate Delegate (2)

Candidates

Uncontested – No nominations received.

Central Urban

Delegate (6)

Candidates

Uncontested - No nominations received.

Alternate Delegate (6)

Candidates

Uncontested - No nominations received.

Eastern Urban

Delegate (5)

Candidates

MARINO, Gennaro

I declare Gennaro Marino elected
No other nominations received.

Alternate Delegate (5)

Candidates

Uncontested - No nominations received.

Elizabeth Munno Para

Delegate (5)

Candidates

MATHESON, Jennifer
BARLOW, John Michael

I declare Jennifer Matheson and John Barlow elected
No other nominations received.

Alternate Delegate (5)

Candidates

KING, Mark

I declare Mark King elected.
No other nominations received.

Eyre

Delegate (2)

Candidates

Uncontested - No nominations received.

Alternate Delegate (2)

Candidates

MARINO, Ray

I declare Ray Marino elected
No other nominations received.

Far North

Total number of names on the roll of voters	116
Ballot papers issued	116
Replacement ballot papers issued	0
Total Ballot Papers Issued	116
Ballot papers / envelopes returned for scrutiny	24
Less ballot papers / envelopes rejected at preliminary scrutiny	1
Adjusting balance	0
Total Ballot Papers Admitted to Scrutiny	23
Percentage of ballot papers returned to number issued	20.6%
Ballot papers returned as unclaimed mail	0
Ballot papers not returned	92

Delegate to Branch Council (2)

<u>Candidates</u>	First Preference Votes	Votes
WALL, Jenni	10	10
PRIZZI, Anthony	3	3
ANDERSSON, Sasha	9	9
Exhausted Votes	0	0
Loss/Gain by Fraction	0	0
Total votes	23	23
Formal ballot papers	22	22
Informal ballot papers	1	1

I declare Jenni Wall and Sasha Andersson elected.

Alternate Delegate (2)

<u>Candidates</u>	
ANDERSSON, Sasha	Ineligible - elected to higher position

Far West

Delegate (2)

<u>Candidates</u>
MARTIN, Steph

I declare Steph Martin elected.
No other nominations received.

Alternate Delegate (2)

<u>Candidates</u>
Uncontested - No nominations received.

Fleurieu

Delegate (3)

<u>Candidates</u>
ELLIOTT, Catherine
LACEY, Vicki

I declare Catherine Elliott and Vicki Lacy elected.
No other nominations received.

Alternate Delegate (3)

Candidates

MULRONEY, Leeann

I declare Leeann Mulroney elected.
No other nominations received.

Flinders

Total number of names on the roll of voters	266
Ballot papers issued	266
Replacement ballot papers issued	0
Total Ballot Papers Issued	266
Ballot papers / envelopes returned for scrutiny	47
Less ballot papers / envelopes rejected at preliminary scrutiny	1
Adjusting balance	0
Total Ballot Papers Admitted to Scrutiny	46
Percentage of ballot papers returned to number issued	17.7%
Ballot papers returned as unclaimed mail	0
Ballot papers not returned	219

Delegate to Branch Council (2)

<u>Candidates</u>	First Preference Votes	Votes
HANLIN, Katrina Charmaine	26	26
THOMAS, Geoff	14	14
GIBBS, Wendy-Ann	5	5
Exhausted Votes	0	0
Loss/Gain by Fraction	0	0
Total votes	46	46
Formal ballot papers	45	45
Informal ballot papers	1	1

I declare Katrina Charmaine Hanlin and Geoff Thomas, elected.

Alternate Delegate (2)

Candidate

DEMPSEY, Mandy
GIBBS, Wendy-Ann

I declare Mandy Dempsey and Wendy-Ann Gibbs elected.

Gawler

Delegate (2)

Candidates

TEMPLETON, Tracey
SAUNDERS, Gareth

I declare Tracey Templeton and Gareth Saunders elected.

Alternate Delegate (2)

Candidates

BUIK, Grant

I declare Grant Buik elected
No other nominations received.

Hills

Delegate (3)

Candidates

JOLLY, Andrew

I declare Andrew Jolly elected.
No other nominations received.

Alternate Delegate (3)

Candidates

ANDERSON, Allen

I declare Allen Anderson elected.
No other nominations received.

Kangaroo Island

Total number of names on the roll of voters	72
Ballot papers issued	72
Replacement ballot papers issued	0
Total Ballot Papers Issued	72
Ballot papers / envelopes returned for scrutiny	28
Less ballot papers / envelopes rejected at preliminary scrutiny	0
Adjusting balance	0
Total Ballot Papers Admitted to Scrutiny	28
Percentage of ballot papers returned to number issued	39%
Ballot papers returned as unclaimed mail	0
Ballot papers not returned	44

Delegate to Branch Council (2)

Candidates

	First Preference Votes	Votes
MINCHAM-TROWBRIDGE, Claire	20	20
BLACKMORE, Manny	2	2
CUDDIHY, Kimball	6	6
Exhausted Votes	0	0
Loss/Gain by Fraction	0	0
Total votes	28	28
Formal ballot papers	28	28
Informal ballot papers	0	0

I declare Claire Mincham–Trowbridge and Kimball Cuddihy elected.

Alternate Delegate (2)

Candidates

HASKA, Lois

I declare Lois Haska elected.
No other nominations received.

Le Fevre

Delegate (2)

Candidates

DEKORT, James
WATSON, Carmel

I declare James Dekort and Carmel Watson elected.

Alternate Delegate (2)

Candidates

WHITE, Ingrid
PRICE, Jan
I declare Ingrid White and Jan Price elected.

Lincoln

Delegate (2)

Candidates

HARRIS, Cheryl

I declare Cheryl Harris elected.
No other nominations received.

Alternate Delegate (2)

Candidates

CAMPBELL, Jenna

I declare Jenna Campbell elected.
No other nominations received.

Lower North

Delegate (2)

Candidates

MEEK, Lisa May
SCHULZ, Jacqueline

I declare Lisa May Meek and Jacqueline Schulz elected.

Alternate Delegate (2)

Candidates

Uncontested - No nominations received.

Lower South East

Delegate (4)

Candidates

DEAN, Amber
CHERRY, Matthew
RYE, Lisa
COX, Lorraine

I declare Amber Dean, Matthew Cherry, Lisa Rye and Lorraine Cox elected.

Alternate Delegate (4)

Candidates

SCHUTZ, Michelle

I declare Michelle Schutz elected.
No other nominations received.

Mid North

Delegate (2)

Candidates

HOOK, Vanessa
WALDON, Lauren

I declare Vanessa Hook and Lauren Waldon elected.
No other nominations received.

Alternate Delegate (2)

Candidates

PARKER, Marie

I declare Marie Parker elected
No other nominations received.

Mitcham

Delegate (4)

Candidates

ROSE, Gaye

I declare Gaye Rose elected.
No other nominations received.

Alternate Delegate (4)

Candidates

Uncontested - No nominations received.

Murraylands

Delegate (3)

Candidates

WATTS, Brendan
LAREDO, Kaye
FINLAYSON, Pascale

I declare Brendan Watts, Kaye Laredo and Pascale Finlayson elected.

Alternate Delegate (3)

Candidates

HOCKHAM, Greg

LAREDO, Kaye

Ineligible - elected to higher position

I declare Greg Hockham elected
No other nominations received.

Noarlunga

Delegate (9)

Candidates

HOWLETT, Sandra

WILSON, Grace

LE MAISTRE, Deidre

CHAPMAN, Tracey

GENT, Chris

HOARE, Pauline

CAVANAGH, Pat

STOETZER, Michael

I declare Sandra Howlett, Grace Wilson, Deidre Le Maistre, Tracey Chapman, Chris Gent, Pauline Hoare, Pat Cavanagh and Michael Stoetzer elected.
No other nominations received.

Alternate Delegate (9)

Candidates

Uncontested - No nominations received.

North East Urban

Delegate (6)

Candidates

SCALZI Joe

UNDERWOOD, Judyth

HAPKE, Sonja

I declare Joe Scalzi, Judyth Underwood and Sonja Hapke elected.
No other nominations received.

Alternate Delegate (6)

Candidates

Uncontested - No nominations received.

North West

Delegate (2)

Candidates

JENNER, Patricia Anne

I declare Patricia Jenner elected.
No other nominations received.

Alternate Delegate (2)

Candidates

Uncontested - No nominations received.

North West Urban

Delegate (4)

Candidates

LOPEZ-GOOD, Ana Maria Patricia
COUTOUVIDIS, Matthew John

I declare Ana Maria Patricia Lopez-Good, and Matthew Coutouvidis elected.
No other nominations received.

Alternate Delegate (4)

Candidates

Uncontested - No nominations received.

Northern Urban

Delegate (4)

Candidates

SPEAR, Eddy

I declare Eddy Spear elected.
No other nominations received.

Alternate Delegate (4)

Candidates

Uncontested - No nominations received.

Pirie

Delegate (2)

Candidates

Uncontested - No nominations received.

Alternate Delegate (2)

Candidate

Uncontested - No nominations received.

Riverland

Total number of names on the roll of voters	396
Ballot papers issued	396
Replacement ballot papers issued	0
Total Ballot Papers Issued	396
Ballot papers / envelopes returned for scrutiny	74
Less ballot papers / envelopes rejected at preliminary scrutiny	3
Adjusting balance	0
Total Ballot Papers Admitted to Scrutiny	71
Percentage of ballot papers returned to number issued	18.7%
Ballot papers returned as unclaimed mail	0
Ballot papers not returned	322

Delegate to Branch Council (4)

Candidates

	First Preference Votes	Votes
COOKE, Danna	8	10
THIELE, Matthew	3	0
MILTON, Dylan	5	0
THOMPSON, Julie	13	13
TROBBIANI, John	16	20
COOPER, Cherie	25	27
Exhausted Votes	0	0
Loss/Gain by Fraction	0	0
Total votes	71	71
Formal ballot papers	70	70
Informal ballot papers	1	1

I declare Cherie Cooper, John Trobbiani, Julie Thompson and Danna Cooke elected.

Alternate Delegate (4)

Candidates

ROWE, Merylyn

I declare Merylyn Rowe elected
No other nominations received.

Southern Urban

Delegate (5)

Candidates

JAMES, Helen Mary Eacott
FAY, Vanessa Lauren

I declare Helen Mary Eacott James and Vanessa Lauren Fay elected.
No other nominations received.

Alternate Delegate (5)

Candidates

GLEESON, Robyn

I declare Robyn Gleeson elected
No other nominations received.

Southern Vales

Delegate (2)

Candidates

IFOULD, Kirsten Elizabeth

I declare Kirsten Ifould elected.
No other nominations received.

Alternate Delegate (2)

Candidates

Uncontested - No nominations received.

Tea Tree Gully

Delegate (7)

Candidates

McBURNIE, Joanne
HOWARD, Pauleen

I declare Joanne McBurnie and Pauleen Howard elected
No other nominations received.

Alternate Delegate (7)

Candidates

Uncontested - No nominations received.

TORRENS

Delegate (5)

Candidates

LANGMEAD, Susan
MONAHAN, Briony
GLASPER, Gail
GREALY, Terry

I declare Susan Langmead, Briony Monahan, Gail Glasper and Terry Grealy elected
No other nominations received.

Alternate Delegate (5)

Candidates

Uncontested - No nominations received.

Upper South East

Total number of names on the roll of voters	247
Ballot papers issued	247
Replacement ballot papers issued	0
Total Ballot Papers Issued	247
Ballot papers / envelopes returned for scrutiny	59
Less ballot papers / envelopes rejected at preliminary scrutiny	0
Adjusting balance	0
Total Ballot Papers Admitted to Scrutiny	59
Percentage of ballot papers returned to number issued	23.9%
Ballot papers returned as unclaimed mail	0
Ballot papers not returned	188

Delegate to Branch Council (2)

Candidates

	First Preference Votes	Votes
MATHIESON, Geraldine	25	25
MAYWALD, Adrian Robert	15	15
CARROLL, Berlinda	18	18
Exhausted Votes	0	0
Loss/Gain by Fraction	0	0
Total votes	59	59
Formal ballot papers	58	58
Informal ballot papers	1	1

I declare Geraldine Mathieson and Berlinda Carroll elected.

Alternate Delegate (2)

Candidates

Uncontested - No nominations received.

Western Urban

Delegate (5)

Candidates

COATS, Paul
WILSON, Regina
CLARK, Becc

I declare Paul Coats, Regina Wilson, Becc Clark elected.
No other nominations received.

Alternate Delegate (5)

Candidates

Uncontested - No nominations received.

Whyalla

Delegate (3)

Candidates

CLAPPIS, Veronica

GRIFFIN, Lauren T

HOMES, Peter

I declare Veronica Clappis, Lauren T Griffin and Peter Homes elected.
No other nominations received.

Alternate Delegate (3)

Candidates

Uncontested - No nominations received.

YORKE

Delegate (2)

Candidates

MACK, Katie

PATERSON, Kathryn

I declare Katie Mack and Kathryn Paterson elected.

Alternate Delegate (2)

Candidate

EVERY, Kristan Marie

I declare Kristan Marie Every elected.
No other nominations received.



Paul Langtry
Returning Officer
Australian Electoral Commission



DECISION

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

Australian Education Union
(E2017/215)

MR ENRIGHT

MELBOURNE, 9 NOVEMBER 2017

Arrangement for conduct of election.

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

General Division Delegates to Branch Council and Alternate General Division Delegates to Branch Council from the following areas:

Area	Delegates	Alternate Delegates
Barossa	2	2
Central Urban	6	6
Eastern Urban	5	5
Elizabeth Munno Para	5	5
Eyre	2	2
Far North	2	2
Far West	2	2
Fleurieu	3	3
Flinders	2	2
Gawler	2	2
Hills	3	3
Kangaroo Island	2	2
Le Fevre	2	2
Lincoln	2	2
Lower North	2	2
Lower South East	4	4
Mid North	2	2
Mitcham	4	4
Murraylands	3	3
Noarlunga	9	9
North East Urban	6	6
North West	2	2
North West Urban	4	4

Northern Urban	4	4
Pirie	2	2
Riverland	4	4
Southern Urban	5	5
Southern Vales	2	2
Tea Tree Gully	7	7
Torrens	5	5
Upper South East	2	2
Western Urban	5	5
Whyalla	3	3
Yorke	2	2

[2] I am satisfied that an election for the abovenamed offices is required to be held under the rules of the organisation and, under subsection 189(3) of the *Fair Work (Registered Organisations) Act 2009*, I am making arrangements for the conduct of the election by the Australian Electoral Commission.



DELEGATE OF THE COMMISSIONER

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svc-adlib5

From: Rhonda Heneker <rheneker@aeusa.asn.au>
Sent: Wednesday, 1 November 2017 10:05 AM
To: ROC - Registered Org Commission
Cc: Leah York
Subject: E2017/215 Australian Education Union (SA Branch) Elections
Attachments: 0017_001.pdf

Please find attached copy of a letter from the Branch Secretary of the Australian Education Union, SA Branch, Leah York to Mr Mark Bielecki, Registered Organisations Commissioner of the Registered Organisations Commission in relation to the election required for General Division Delegates to Branch Council and Alternate General Division Delegates to Branch Council. This letter includes "Annexure A" the Area Delegate Entitlement for 2018.

The original copy will be posted to the Commission today.

Thank you
Rhonda Heneker
Membership AEUSA
T: (08) 8172 6300



Australian Education Union

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Our reference: LY:RH

1 November 2017

Mr Mark Bielecki
Registered Organisations Commissioner
Registered Organisations Commission
GPO Box 2983
MELBOURNE VIC 3001

Dear Mr Bielecki

Re: Australian Education Union (SA Branch) Elections

I hereby lodge prescribed information in accordance with Section 189(1) and (2) of the *Fair Work (Registered Organisations) Act 2009*. I am authorised to lodge the prescribed information in relation to this Australian Education Union (SA Branch) election.

1. Name of Office

An election is required for each of the following offices:

- I. General Division Delegates to Branch Council
- II. Alternate General Division Delegates to Branch Council

2. Reason for the Elections

Elections for the offices identified in (I) and (II) are required because the terms of office will expire on 20 March 2018.

3. Number of Offices and Electorate

The number of offices and electorate for the elections identified in (I) and (II) is attached as Annexure A.

The electorate for these offices is by and from financial members of the General Division of the Branch.

4. Date and Times

Federal Branch Rule 50 requires the Branch Returning Officer to determine a timeline which will enable the elections identified in (I) and (II) to be completed by 20 March 2018. The date for opening nominations is to be a date not less than 14 days before the closing of nominations.

5. Close of Roll of Voters

Federal Branch Rule 52(1A) requires the Roll of Voters to be closed seven days before the day on which nominations open.

6. Voting System

The voting system to be employed in the conduct of these elections is a direct voting system. The register of members is held at the Branch Office at 163 Greenhill Road, Parkside, South Australia.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Leah York', is written over the typed name.

LEAH YORK
Branch Secretary

Area Delegate Entitlement – 2018

Annexure A

Electorate	Number of members	Number of Area Delegates	Number of Alternate Delegates
Barossa	273	2 (1)	2 (1)
Central Urban	615	6 (3)	6 (3)
Eastern Urban	517	5 (3)	5 (3)
Elizabeth Munno Para	558	5 (3)	5 (3)
Eyre	92	2 (1)	2 (1)
Far North	113	2 (1)	2 (1)
Far West	122	2 (1)	2 (1)
Fleurieu	329	3 (2)	3 (2)
Flinders	290	2 (1)	2 (1)
Gawler	284	2 (1)	2 (1)
Hills	379	3 (2)	3 (2)
Kangaroo Island	74	2 (1)	2 (1)
Le Fevre	266	2 (1)	2 (1)
Lincoln	229	2 (1)	2 (1)
Lower North	213	2 (1)	2 (1)
Lower South East	496	4 (2)	4 (2)
Mid North	138	2 (1)	2 (1)
Mitcham	464	4 (2)	4 (2)
Murraylands	383	3 (2)	3 (2)
Noarlunga	972	9 (5)	9 (5)
North East Urban	686	6 (3)	6 (3)
North West	81	2 (1)	2 (1)
North West Urban	459	4 (2)	4 (2)
Northern Urban	438	4 (2)	4 (2)
Pirie	197	2 (1)	2 (1)
Riverland	420	4 (2)	4 (2)
Southern Urban	536	5 (3)	5 (3)
Southern Vales	256	2 (1)	2 (1)
Tea Tree Gully	719	7 (4)	7 (4)
Torrens	554	5 (3)	5 (3)
Upper South East	252	2 (1)	2 (1)
Western Urban	527	5 (3)	5 (3)
Whyalla	323	3 (2)	3 (2)
Yorke	297	2 (1)	2 (1)

Numbers in brackets indicate the minimum number of females to be elected.

From: GALLICHIO,Sam
Sent: Tuesday, 31 October 2017 9:57 AM
To: 'lyork@aeusa.asn.au'
Subject: Prescribed Information due for election [SEC=UNCLASSIFIED]
Attachments: 1800D28C7B2F5FCAD580656DF0549B8E36276.rtf; tf007-sample-notice-and-statement-of-prescribed-information-template-form.doc

Dear Ms York,

I have been in touch with Lou from your branch to remind her of the email I sent on 3 October 2017 (attached) in relation to the need for the Branch to request an election for the positions of General Division Delegates to Branch Council and Alternative Delegates to Branch Council.

I have also attached a template prescribed information form which you are welcome to use. It would seem that the form may be due by tomorrow under the rules of the Branch.

Please give me a call if you wish to discuss at all.

Kind Regards

SAM GALLICHIO
Adviser
Education & Reporting
Tel: (03) 9954 2931
sam.gallichio@roc.gov.au

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Australian Government
Registered Organisations Commission

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3 October 2017

Ms Leah York
Secretary
Australian Education Union-South Australian Branch

Sent via email: aeusa@aeusa.asn.au

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

Ms York,

Courtesy Letter - Election for offices [E2017/215]

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

- General Division Delegates to Branch Council
- Alternative Delegates to Branch Council

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

Reminder: prescribed information must be lodged

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

If you do NOT agree that an election is due

If you have a different interpretation for the commencement of the election or the offices due for election under your rules, please let the ROC know on regorgs@roc.gov.au as soon as possible.

If you agree that an election is due

If you agree that an election is due, the prescribed information must be lodged within the month. The prescribed information should contain details of the election as required by regulation 138(1) of the *Fair Work (Registered Organisations) Regulations 2009* (the 'Regulations'), and any subsequent collegiate elections, if that is relevant. A sample of the prescribed information can be found on our website at <http://www.roc.gov.au/resources-and-decisions/fact-sheets-templates-and-webinars>.

The prescribed information should be emailed to regorgs@roc.gov.au. When lodging the prescribed information, please quote [E2017/215]

If you are unable to lodge the prescribed information on time

If your branch believes that it will be unable to comply with the prescribed day as set out in the

Regulations, it will need to apply to the Commissioner within the month for a later date. Such request will need to set out in detail the reason why your organisation is unable to comply with the requirement. While the Commissioner will consider such an application, there is no assurance that consent to a later day will be allowed.

Penalties apply

It should be noted Section 189(2) is a civil penalty provision. Failure for an organisation to lodge prescribed information at least two months before nominations open may result in legal proceedings being issued with the possibility of a pecuniary penalty being imposed upon an officer and/or the organisation.

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

Insufficient nominations

If there are insufficient nominations, or if a casual vacancy arises after the conduct of this election, then those unfilled or vacated offices must be filled in accordance the organisation's rules, and in any event in a timely manner.

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

Yours faithfully,



Sam Gallichio
Registered Organisations Commission

PRESCRIBED INFORMATION FOR ELECTIONS in accordance with Section 189 Fair Work (Registered Organisations) Act 2009 and Regulation 138 Fair Work (Registered Organisations) Regulations 2009

I, [NAME], being the [OFFICER] of the [ORGANISATION NAME], make the following statement:

1. I am authorised to sign this statement containing prescribed information for [BRANCH AND ORGANISATION].
2. The following information is lodged under subsection 189(1) of the Fair Work (Registered Organisations) Act 2009 (the RO Act).
3. The elections that are required are set out in the table in Annexure A.

[delete as appropriate]

4. [If there is a Casual Vacancy] The resignation letter is attached for each casual vacancy.
5. [If there is insufficient nominations]: Insufficient nominations were received in an earlier election and the declaration of results is attached.
6. [If lodged 2 months prior to nominations opening] This statement **IS** lodged at least 2 months before nominations open for the election below.

OR

[If lodged less than 2 months before nominations open] This statement **IS NOT** lodged at least 2 months before nominations open for the election below. The reason it is lodged after the prescribed time is:

- a. [INSERT REASONS]
- b. An extension of time request was lodged for this election on [DATE].

NOTE: this is civil penalty provision and a failure to lodge on time can lead to penalties under the RO Act. Extensions of time should be requested at least 2 months before nominations open.

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

[PLEASE NOTE: This statement should be lodged with the Registered Organisations Commission at least 2 months prior to nominations opening. It can be submitted to regorgs@roc.gov.au.]

ANNEXURE A

- Elections that are required *[insert as many pages as required]*:

Branch	Name of Office	Number required	Voting System <i>Direct voting system; Collegiate electoral system</i>	Reason for Election <i>Scheduled; Casual vacancy; New office created; Insufficient nominations</i>	Electorate
<i>National</i>	<i>Secretary</i>	<i>1</i>	<i>Collegiate</i>	<i>Scheduled</i>	<i>National Council (rule 5)</i>
	<i>President</i>	<i>1</i>	<i>Collegiate</i>	<i>Casual vacancy (the resignation is attached)</i>	<i>National Council (rule 5)</i>
...					
<i>NSW</i>	<i>President/National Council member</i>	<i>1</i>	<i>Collegiate</i>	<i>Scheduled</i>	<i>NSW Branch Committee (rule 19)</i>
	<i>Committee of Management Member</i>	<i>7</i>	<i>DVS</i>	<i>Scheduled</i>	<i>All members of NSW Branch (rule 22)</i>
	<i>Treasurer</i>	<i>1</i>	<i>DVS</i>	<i>Insufficient Nominations</i>	<i>All members of NSW Branch (rule 7)</i>
...					

- Important dates:

	Direct Voting System	Collegiate Electoral System
Nominations OPEN	<i>First Monday in June (rule 7)</i>	<i>12 Noon, 17 August (rule 21)</i>
Nominations CLOSE	<i>28 days after noms open (rule 19)</i>	<i>Not less than 14 days later (rule 21)</i>
Roll of Voters cut off date	<i>7 days prior to nominations opening (rule 12.4)</i>	<i>7 days prior to nominations opening (rule 12.4)</i>

Please note: that for insufficient nominations and casual vacancies, the date nominations open and close, unless specified in the rules, should be listed as *'to be determined by the returning officer'*. Casual vacancies must be accompanied by proof of resignation and attached to this statement.