

MOUTEVELIS, Michael

From: Greg Yates [gyates@aimpe.asn.au]
Sent: Friday, 30 January 2015 3:24 PM
To: Orgs
Cc: 'Peter Toohey'; Brad Ready; Tony Richardson, Queensland Branch Treasurer; mbyrne@aimpe.asn.au
Subject: 300115 Change to Records advice to FWC.pdf
Attachments: 300115 Change to Records advice to FWC.pdf

To the Manager

Please find attached correspondence advising of a change to officers due to a casual vacancy.

Contact the writer should you have any queries regarding the attached.

Regards
Greg Yates
Senior National Organiser



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Australian
Shipping"*

Australian Institute of Marine and Power Engineers
Queensland Branch and District
Unit 14 "ROCKTON" 40 Brookes Street, Bowen Hills, Qld 4006
Mobile: 0417 773 262 Facsimile: 07 3252 2900
gyates@aimpe.asn.au web: www.aimpe.asn.au



AIMPE

Australian Institute of
Marine and Power Engineers
Queensland Branch and District

30 January 2015

The General Manager
Fair Work Australia
Level 8, Terrace Tower,
80 William Street,
East Sydney, NSW 2011

Dear Sir/Madam:

RE: Notification of Change to Records (s.233(2))

I refer to the above obligation to notify a change to records and accordingly advise that a change has occurred under s.230(1)(b) to the list of Offices in the Queensland Branch of AIMPE as follows:

Delete: Officer: RICHARDSON, Anthony Michael
 Office: Ordinary Member of Council (Term expires 25 September 2015)
 Date of Effect: 9 October 2014.

Insert: Officer: SNEE, Terry
 Office: Ordinary Member of Council (Term expires 25 September 2015)

Under Rule 7(iii) the Queensland Branch Executive of the AIMPE has appointed Mr Snee to the casual vacancy created by the retirement of Mr Richardson from the position of Ordinary Member of Council.

Other Offices of the Queensland Branch of AIMPE have not changed at this time. The delay in providing this advice was a result of an assumption that the AIMPE Federal Office advised the Fair Work Commission of this change.

Yours Sincerely

Peter Toohey
Queensland Branch Secretary

**Branch and District Offices: Secretary: Peter Toohey, President: Brad Ready, Treasurer: Tony Richardson
Senior National Organiser: Greg Yates – 0417 773 262; National Organiser: Brendan Matthey – 0402 007 792**

Suite 14, "ROCKTON", 40 Brookes Street Bowen Hills, QLD 4006

www.aimpe.asn.au Telephone: +61 7 3252 2900 Fax: +61 7 3252 9790 Email: gyates@aimpe.asn.au



17 June 2014

Mr Henning Christiansen
Federal Secretary / Vice President
The Australian Institute of Marine and Power Engineers
Fax: (02) 9319 7505

Dear Mr Christiansen,

Annual Return of Information for 2014 [AR2014/155]

I acknowledge receipt on 31 March 2014 of your Declaration providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009*.

The documents lodged cover the required information for the 2014 Annual Return of Information of The Australian Institute of Marine and Power Engineers.

The document can be viewed on the Fair Work Commission website through the List of Registered Organisations - <http://www.fwc.gov.au/index.cfm?pagename=regorgslist>

Yours sincerely

Michael Moutevelis
Regulatory Compliance Branch

MOUTEVELIS, Michael

From: Henning Christiansen, mobile [hchristiansen@bigpond.com]
Sent: Monday, 31 March 2014 8:14 PM
To: Orgs
Cc: Cathy Han AIMPE Head Office Manager; Martin Byrne Asst Federal Secretary AIMPE
Subject: AR2014/115__AIMPE, THE ANNUAL RETURN OF INFORMATION FOR 2013

Please find our Return attached.

Regards

Henning Christiansen, AIMPE

If arranging a meeting, please do so by TELEPHONE not email.



Return or
formation in Reco

Tel: 0419 400 324
www.AIMPE.asn.au



AIMPE

Australian Institute of
Marine and Power Engineers
HEAD OFFICE

NN/3/1 (b)

Fair Work Australia
11 Exhibition Street,
Melbourne, VIC 3000
By email: orgs@fwc.gov.au

31 March 2014

Reference: AR2014/115

AIMPE, THE ANNUAL RETURN OF INFORMATION FOR 2013

I, Henning Christiansen, of 52 Buckingham Street, Surry Hills, NSW, 2010 do hereby solemnly and sincerely declare that:-

1. I am employed in the capacity of Federal Secretary and am elected Vice President of the AUSTRALIAN INSTITUTE OF MARINE AND POWER ENGINEERS.
2. I was elected on 4 June 2013 to that position in accordance with the Rules of the Organisation as registered under the Fair Work (Registered Organizations) Act 2009 & Regulations.

3. Maintenance of Register of Members

During the 2013 Calendar year a Register of members of the said Organisation showing the name and postal address of each member has been kept and maintained at the Registered office for the said organisations' branches, namely, Sydney Branch, Victoria/Tasmania Branch, Queensland Branch, South Australia Branch, West Australia Branch and Newcastle Branch as required by ss230(1)(a) and (2).

4. The organisation as of 31 December, 2013 has 2787 members. Retired or honorary members are not included in this total.

5. List of Offices

(a) Federal Executive

Federal President
Senior Vice President
Vice Presidents (2)
Federal Treasurer

(b) Federal Council

Seventeen Councillors (17) as below

Sydney Branch: 52 Buckingham Street SURRY HILLS NSW 2010	Secretary and Councillor (1) Councillors (2)
Victoria/Tasmania Branch: Office 202 20 Convention Center Place SOUTH WHARF VIC 3006	Secretary and Councillor (1) Councillors(2)
Queensland Branch: Suite 14, "Rockton" 40 Brookes Street BOWEN HILLS QLD 4006	Secretary and Councillor (1) Councillors (2)
South Australia Branch: 22 Divett Street PORT ADELAIDE SA 5015	Secretary and Councillor (1) Councillor (1)
West Australia Branch: 169 Stock Road Palmyra WA 6157	Secretary and Councillor (1) Councillors (2)
Newcastle Branch: 148 Hannell Street WICKHAM NSW 2293	Secretary and Councillor (1) Councillors (2)

(c) Branch Positions

Sydney Branch: 52 Buckingham Street SURRY HILLS NSW 2010	Secretary President Treasurer
Victoria/Tasmania Branch: Office 202 20 Convention Center Place SOUTH WHARF VIC 3006	Secretary President Treasurer
Queensland Branch: Suite 14, "Rockton" 40 Brookes Street BOWEN HILLS QLD	Secretary President Treasurer

4006	
South Australia Branch: 22 Divett Street PORT ADELAIDE SA 5015	Secretary President Treasurer
West Australia Branch: 169 Stock Road Palmyra WA 6157	Secretary President Treasurer
Newcastle Branch: 148 Hannell Street WICKHAM NSW 2293	Secretary President Treasurer

6. **List of Office Holders**

Officials elected in accordance with the Rules of the Organisation are:

OFFICE	OFFICE-HOLDER	OCCUPATION	ELECTION DUE
FEDERAL PRESIDENT	SNEE, T, PO Box 81, Wickham, NSW, 2293	Marine Engineer	10/6/2014
SENIOR VICE PRESIDENT	TOOHEY, P, 40 Brookes St, Bowen Hills, QLD, 4006	Marine Engineer	10/6/2014
VICE PRESIDENT	WOOLLEY, M, Office 202, 20 Convention Center Place, SOUTH WHARF VIC 3006	Marine Engineer	10/6/2014
VICE PRESIDENT	CHRISTIANSEN, H 52 Buckingham St, Surry Hills, NSW, 2010	Federal Secretary	10/6/2014
FEDERAL TREASURER	BYRNE, M, 52 Buckingham St, Surry Hills, NSW, 2010	Assistant Federal Secretary	10/6/2014

The other Office Holders elected in accordance with the Rules of the Organisation are:

SYDNEY BRANCH

OFFICE	NAME & ADDRESS OF INCUMBENT	OCCUPATION	DATE ELECTED	ELECTION DUE
Secretary & Councillor	Byrne, MC, 52 Buckingham St, Surry Hills, NSW, 2010	Assistant Federal Secretary	16/9/2013	16/9/2017

President	James, DML , 52 Buckingham St, Surry Hills, NSW, 2010.	Marine Engineer	16/9/2013	16/9/2015
Treasurer & Councillor	Smith, JW , 52 Buckingham St, Surry Hills, NSW, 2010	Marine Engineer	10/4/2013	10/4/2015
Councillor	Handcock, MJ 52 Buckingham St, Surry Hills, NSW, 2010	Marine Engineer	10/4/2013	10/4/2015

VICTORIA/TASMANIA BRANCH

OFFICE	NAME & ADDRESS OF INCUMBENT	OCCUPATION	DATE ELECTED	ELECTION DUE
Secretary & Councillor	Mcallister, I , Office 202, 20 Convention Center Place, SOUTH WHARF VIC 3006	Marine Engineer	18/2/2013	18/2/2017
President	Ireland, E , Office 202, 20 Convention Center Place, SOUTH WHARF VIC 3006	Marine Engineer	18/2/2013	18/2/2015
Treasurer	Desai, H Office 202, 20 Convention Center Place, SOUTH WHARF VIC 3006	Marine Engineer	18/2/2013	18/2/2015
Councillor	Walsh, P , Office 202, 20 Convention Center Place, SOUTH WHARF VIC 3006	Marine Engineer	18/2/2013	18/2/2015
Councillor	Woolley, M , Office 202, 20 Convention Center Place, SOUTH WHARF VIC 3006	Marine Engineer	18/2/2013	18/2/2015

QUEENSLAND BRANCH

OFFICE	NAME & ADDRESS OF INCUMBENT	OCCUPATION	DATE ELECTED	ELECTION DUE
Secretary & Councillor	Toohy, P, 40 Brookes St, Bowen Hills, QLD, 4006	Marine Engineer	28/03/2012	28/03/2016
President	Ready, B 40 Brookes St, Bowen Hills, QLD, 4006	Marine Engineer	14/03/14	14/03/2016
Treasurer & Councillor	Richardson, A, 40 Brookes St, Bowen Hills, QLD, 4006	Marine Engineer	25/09/2013	25/09/2015
Councillor	Ready, B 40 Brookes St, Bowen Hills, QLD, 4006	Marine Engineer	25/09/2013	25/09/2015

SOUTH AUSTRALIA BRANCH

OFFICE	NAME & ADDRESS OF INCUMBENT	OCCUPATION	DATE ELECTED	ELECTION DUE
Secretary & Councillor	Maclucas, D 22 Divett St, Pt Adelaide, SA, 5015	Marine Engineer	9/4/2013	9/4/2017
President	Mere, P 22 Divett St, Pt Adelaide, SA, 5015	Marine Engineer	13/12/2010	13/12/2012 Election in progress)
Treasurer	Noble, R, 22 Divett St, Pt Adelaide, SA, 5015	Marine Engineer	9/4/2013	9/4/2015
Councillor	Broun, S 22 Divett St, Pt Adelaide, SA, 5015	Marine Engineer	9/4/2013	9/4/2015

WEST AUSTRALIA BRANCH

OFFICE	NAME & ADDRESS OF INCUMBENT	OCCUPATION	DATE ELECTED	ELECTION DUE
Secretary & Councillor	Olsen, P, 169 Stock Road, Palmyra, WA, 6157	Branch Secretary	10/9/2010	10/9/2014

President & Councillor	Blackmore, C, 169 Stock Road, Palmyra, WA, 6157	Marine Engineer	28/8/2013	28/8/2015
Treasurer	Hartlieb, KH, 169 Stock Road, Palmyra, WA, 6157	Marine Engineer	28/8/2013	28/8/2015
Councillor	Hartree, J, 169 Stock Road, Palmyra, WA, 6157	Marine Engineer	16/4/2012	16/4/2014

NEWCASTLE BRANCH

OFFICE	NAME & ADDRESS OF INCUMBENT	OCCUPATION	DATE ELECTED	ELECTION DUE
Secretary & Councillor	Ashton, RA, PO Box 81, Wickham, NSW, 2293	Branch Secretary	16/9/2013	16/9/2017
President	Moore, D, PO Box 81, Wickham, NSW, 2293	Marine Engineer	3/7/2012	3/7/2014
Treasurer	Mallows, J, PO Box 81, Wickham, NSW, 2293	Director, Professional Standards	1/5/2012	1/5/2014
Councillor	Snee, T, PO Box 81, Wickham, NSW, 2293	Marine Engineer	6/8/2012	6/8/2014
Councillor	Christiansen, H, PO Box 81, Wickham, NSW, 2293	Federal Secretary	6/8/2012	6/8/2014

7. **List of Branches/Addresses of Offices**

The names and addresses of the Offices and Branches of the said Organisation are:

LIST OF BRANCHES

Organisation's HEAD OFFICE

SYDNEY BRANCH

LIST OF OFFICE ADDRESS

52 Buckingham Street
SURRY HILLS NSW 2010

52 Buckingham Street
SURRY HILLS NSW 2010

VICTORIA/TASMANIA
BRANCH

Office 202,
20 Convention Center Place
SOUTH WHARF, VIC 3006

QUEENSLAND BRANCH

Suite 14
"Rockton"
40 Brookes Street
BOWEN HILLS QLD. 4000

SOUTH AUSTRALIA BRANCH

22 Divett Street
PORT ADELAIDE SA 5015

WEST AUSTRALIA BRANCH


169 Stock Road
PALMYRA WA 6157

NEWCASTLE BRANCH

148 Hannell Street
WICKHAM NSW 2293

8. **New Branches** Nil.
9. **Old Branches** Nil.
10. **Changes in List of Office holders** Nil

Sincerely



Henning Christiansen
FEDERAL SECRETARY & FEDERAL VICE PRESIDENT

0419 400 324



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C:\Admin\Return14.doc



17 March 2014

Mr Martin Byrne
Sydney Branch Secretary
The Australian Institute of Marine and Power Engineers
Sent by email: mbyrne@aimpe.asn.au

Dear Mr Byrne

**The Australian Institute of Marine and Power Engineers
Annual Return of Information for 2014 [AR2014/155]**

I refer to our letter dated 17 February 2014 reminding you of the obligation to lodge an Annual Return of Information for 2014 in respect of the above by **31 March 2014**. While the branch has until the end of the month in which to lodge the information, we provide the following as a second and final reminder. Please ignore this letter if you have lodged the Annual Return for 2014 in the last few days.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* [the 'RO Act'] must be lodged with the Fair Work Commission ('the FWC') by that date. The matters to be included in the declaration are set out in the attached checklist.

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records. A declaration signed by a non-elected person does not meet this requirement. The Secretary or other prescribed officer must also notify the FWC within 35 days of any changes to such records.

Once an Annual Return or change of records has been lodged, a copy will be posted on our website at www.fwc.gov.au under *Registered organisations - List of registered organisations*. In order to protect the privacy of the relevant office holders listed in declarations, you may wish to list their official mailing address rather than personal home address.

We encourage you to lodge all returns electronically e.g. as pdf files at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$51,000 for a body corporate and \$10,200 for an individual per contravention) - see s.305 of the RO Act. Further, in maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.

Please do not hesitate to contact me on (03) 8661 7936 or by e-mail at robert.pfeiffer@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

Robert Pfeiffer
Senior Adviser
Regulatory Compliance Branch

Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the 'RO Act'), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the 'RO Regulations').

A copy of each of the following records must be lodged with the Fair Work Commission ('The Commission') between 1 January and 31 March each year. They must be certified by a declaration stating that it is a correct statement of the information contained in that record, signed by the Secretary or such other elected official who is required under the rules, or by resolution of the organisation, to keep the relevant records (**other prescribed officer** see r.150 of the RO Regulations).

Failure to comply with these obligations is subject to a civil penalty provision – see s.305 of the RO Act.

Requirement	Details of requirement
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 ss.230(1)(a) and (2) [s.233(1)(a)] Note: In maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.
List of Offices	A list of the offices in the organisation and each branch (note the definition of office and officer in ss.6 and 9) [s.230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of office and officer in ss.6 and 9) [s.230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s.230(1)(d) and r.147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s.230(1)(d) and r.147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s.230(1)(d) and r.147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s.230(1)(d) and r.147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation. [s.230(1)(d) and r.147(e)] Note: this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
Statement concerning number of members	A record of the number of members on 31 December in the previous year; and If the organisation has entered into an agreement relating to members of State unions under s.151(1) of the RO Act, - 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 s.150 of the RO Act. [s.230(1)(d) and rr.147(f) and (g)]

Obligation to notify of changes within 35 days

If there are any changes during the year to the list of offices, list of officeholders, list of branches (where relevant) and the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with The Commission, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s.233(2) and RO Regulations r.151 refer].



17 February 2014

Mr Terry Snee
Federal President
The Australian Institute of Marine and Power Engineers

Sent by fax: (02) 9319 7505

Dear Mr Snee

**The Australian Institute of Marine and Power Engineers
Annual Return of Information for 2014 [AR2014/155]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for in respect of the above by **31 March 2014**.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* [the 'RO Act'] must be lodged with the Fair Work Commission ('the Commission') by that date. The matters to be included in the declaration are set out in the attached checklist.

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement. The Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records.

Once an Annual Return or change of records has been lodged, a copy will be posted on the Commission's website at www.fwc.gov.au – under *Registered organisations - List of registered organisations*. In order to protect the privacy of the relevant office holders listed in the declarations, you may wish to list their official mailing address rather than personal home address.

The Commission encourages you to lodge all returns electronically e.g. as pdf or tif files at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$33,000 for a body corporate and \$6,600 for an individual per contravention), see s.305 of the RO Act. Further, in maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.

Should you seek any clarification in relation to the above, please contact Mr Robert Pfeiffer on (03) 8661 7936 or via email at robert.pfeiffer@fwc.gov.au.

Yours sincerely

Ingrid Fraser
Adviser
Regulatory Compliance Branch

Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the 'RO Act'), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the 'RO Regulations').

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Failure to comply with these obligations is subject to a civil penalty provision – see s.305 of the RO Act.

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