



2 December 2015

Mr Martin Byrne
Federal Secretary & Sydney Branch Secretary
Australian Institute of Marine and Power Engineers, The-Sydney Branch
mbyrne@aimpe.asn.au

Dear Mr Byrne,

Reminder of actions required when persons elected to office

The Australian Electoral Commission has provided the Commission a declaration of results for the election [E2015/107]. This letter is a reminder of certain obligations imposed on organisations and persons elected to office.

Section 154D(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires the rules of organisations (and branches of organisations) to require 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 should be provided for in your organisation's rules.

Also, section 233(2) of the RO Act requires that an organisation must notify the Fair Work Commission (the Commission) within 35 days of any changes to the holders of office in the organisation. If the election has resulted in any changes to the holders of office, the Australian Institute of Marine and Power Engineers, The-Sydney 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. I have attached a template notification of changes which may assist you. If any change does not apply until a specific date, you don't 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

Debbie Ball
Regulatory Compliance Branch

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/CEASED operation:
 1. [include name of each new branch]
 2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to orgs@fwc.gov.au.]

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)

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 | Reason for change | Name of <u>New</u> Office Holder | Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address) | Occupation of <u>New</u> Office Holder |
|-----------------|---|---------------------------------------|---------------------------------------|---------------------------|----------------------------------|--|--|
| <i>National</i> | <i>1.1.2014</i> | <i>Secretary</i> | <i>Full Name</i> | <i>Retiring</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>Scheduled Election</i> | <i>Full Name</i> | <i>As above</i> | <i>mechanic</i> |
| ... | | | | | | | |
| <i>NSW</i> | <i>1.1.2014 (resigned) 7.1.2014 (appointed)</i> | <i>President</i> | <i>Full Name</i> | <i>Resignation</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>Scheduled Election</i> | <i>Full Name</i> | <i>As above</i> | <i>mechanic</i> |
| | | <i>Treasurer</i> | <i>Full Name</i> | <i>Scheduled Election</i> | <i>vacant</i> | <i>vacant</i> | <i>vacant</i> |
| ... | | | | | | | |

**The Australian Institute of Marine and Power Engineers
Sydney Branch E2015/107**

Declaration of Results for Contested and Uncontested Offices

Below are 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.

Australian Institute of Marine and Power Engineers Sydney Branch

| | |
|---|---------------|
| Total number of names on the roll of voters | 390 |
| Ballot papers issued | 390 |
| Replacement ballot papers issued | 1 |
| Total Ballot Papers Issued | 391 |
| Ballot papers / envelopes returned for scrutiny | 111 |
| Less ballot papers / envelopes rejected at preliminary scrutiny | 5 |
| Adjusting balance | 0 |
| Total Ballot Papers Admitted to Scrutiny | 106 |
| Percentage of ballot papers returned to number issued | 28.46% |
| Ballot papers returned as unclaimed mail | 0 |
| Ballot papers not returned | 279 |

Ordinary Member of Federal Council (2)

| <u>Candidates</u> | <u>Votes</u> |
|--------------------------|--------------|
| HANDCOCK, Michael Joseph | 82 |
| MAY, Christopher Lloyd | 86 |
| SMITH, James William | 18 |
| | |
| Total votes | 186 |
| Formal ballot papers | 93 |
| Informal ballot papers | 13 |

I declare Michael Joseph Handcock and Christopher Lloyd May elected.

Branch Treasurer

Candidates

SMITH, James William

I declare James William Smith elected.



Chris Cox
Returning Officer
Australian Electoral Commission
14 August 2015

Fair Work (Registered Organisations) Act 2009

POST ELECTION REPORT

Client: The Australian Institute of Marine and Power Engineers
Sydney Branch

Contact details: Mr Martin Byrne
Sydney Branch Secretary
52 Buckingham Street
SURRY HILLS NSW 2010

Email: mbyrne@aimpe.asn.au
Tel: (02) 9698 3999

FWC contact officer: James Hall

Email: orgs@fwc.gov.au
Tel: (02) 8374 6509

ELECTIONS COVERED IN THIS REPORT

Election Decision No/s: E2015/107

RULES

Rules used for the election: 009V: Incorporates alterations of 03/12/2014 in matter R2013/22

Model Rule reference (if any): N/A

ROLL OF VOTERS - N/A

IRREGULARITIES

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

Other irregularities identified, and action taken: Nil

ATTACHMENTS

Declaration of Uncontested and Contested Election



Christine Cox
Returning Officer
Australian Electoral Commission
28 August 2015



DECISION

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

The Australian Institute of Marine and Power Engineers (E2015/107)

MR ENRIGHT

MELBOURNE, 23 MARCH 2015

Arrangement for conduct of election.

[1] On 13 March 2015, the Sydney Branch of The Australian Institute of Marine and Power Engineers lodged with the Fair Work Commission the prescribed information in relation to an election for the following offices:

Sydney Branch

| | |
|------------------------------------|-----|
| Branch Treasurer | (1) |
| Ordinary Member of Federal Council | (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 GENERAL MANAGER

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AIMPE

Australian Institute of
Marine and Power Engineers
SYDNEY BRANCH

Mr David Vale
Principal Advisor, Regulatory Compliance Branch, NSW
Fair Work Commission
By email: David.VALE@fwc.gov.au
By email: orgs@fwc.gov.au
Tel: 02 8374 6509
Fax: 02 9380 6990

13 March 2015

Dear Sir

Fair Work (Registered Organisations) Act
ELECTION
SYDNEY BRANCH Executive

I, Henning Christiansen, of 52 Buckingham Street Surry Hills, make the following statement:

I am the (Acting) Federal Secretary, and an elected Federal Vice-President, of the Australian Institute of Marine and Power Engineers,

At their meeting on Tuesday 24th February 2014 the Sydney Branch Executive resolved as follows:

Moved and Seconded

“That the Secretary be authorised and requested to advise the Australian Electoral Commission to conduct elections for the following Sydney Branch positions:

Ordinary Members of Federal Council (2)
Branch Treasurer (1)”

CU

I am standing-in for the Sydney Branch Secretary, Mr Martin Byrne, who is away on leave,

I confirm that the following information is being lodged under subsection 189(1) of the *Fair Work (Registered Organisations) Act 2009*.

OFFICES

Pursuant to Rule 33 B:

- Ordinary Members of Federal Council (2)
- Branch Treasurer (1)

REASON FOR ELECTION:

The reason for the election being that the term of office of the Federal Executive will expire on 10 April 2015.

ELECTED BY:

The electorate for these elections are the financial members of the Sydney Branch.

NOMINATIONS OPEN:

AEC Notice of the Election will need to be published in our union journal “On Watch” whose April edition deadline for articles/notices is 7 April and the edition would be in the members

[52 Buckingham Street, Surry Hills, N.S.W. 2010](#)
[Telephone: +61 2 9698 3999](#) [Fax: +61 2 9319 7505](#)

hands by end of April. Nominations could therefore open 1st May.

NOMINATIONS CLOSE:

Because we have a seagoing membership who are commonly away from home for 6 weeks, it is customary for the nominations to remain open for a period of 6 weeks. Accordingly Nominations should close no earlier than Friday 12 June 2015.

CUT OFF DATE FOR ROLL:

The same date as the close of Nominations, Friday 12 June 2015.

This statement is intended to be lodged in accordance with the requirements of the Fair Work (Registered Organisations) Act : if there is any deficiency in connection with it's lodgement please advise me so that I may correct such error.

Sincerely



Henning Christiansen
Acting FEDERAL SECRETARY & VICE PRESIDENT
On behalf of the SYDNEY BRANCH SECRETARY
0419 400 324



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Australian
Shipping"*