



**Australian Government**  
**Registered Organisations Commission**

14 May 2021

Robert Potter  
National Secretary  
Australian Municipal, Administrative, Clerical and Services Union  
Sent via email: [rpotter@asu.asn.au](mailto:rpotter@asu.asn.au)

Dear Robert Potter

**The Australian Municipal, Administrative, Clerical and Services Union's Officer and related party disclosure statement (ORP Statement)**

Thank you for providing your ORP statement. Your ORP statement includes information required to be provided to your members and lodged under subsection 293J of the Fair Work (Registered Organisations) Act 2009 (the RO Act).

**Summary of your ORP Statement and Review Outcome**

Financial year ending 30 June 2020  
Matter number ORP2020/109  
Lodgement date 21 December 2020  
Review Primary Review  
Result FILED

**Your primary review**

Your ORP statement had a **primary review** which checked whether it was signed by an officer, lodged on time, included the required NIL statements and whether you met the requirements that the ROC raised with you last year.

Please note that of the two ORP statements lodged only the one providing the National officers paid by the National office has been uploaded to the ROC website

You do not need to do anything further this year. The following comments are made to assist you when you prepare next year's ORP statement.



### **Dot points**

Deleting the dot points that do not apply would make the information provided in the ORP statement clearer.

### **The ROC's risk-based approach**

This year your ORP statement was assessed against a primary review. A primary review does not check all legislative requirements.

Over a five year period the ORP statement of every organisation and branch will be subject to at least one advanced review. An advanced review is a more comprehensive review.

The ROC's [advanced review checklist](#) is published on our website.

### **Do you have questions?**

Information and education materials are available on our [website](#). These materials are regularly updated. We recommend you [subscribe to the ROC's subscription service](#).

If you have any queries we can be contacted on 1300 341 665 or by email at [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).

Yours sincerely

**Registered Organisations Commission**

**OFFICER AND RELATED PARTY DISCLOSURE STATEMENT** in accordance with Section 293J *Fair Work (Registered Organisations) Act 2009*

I, Robert Potter, being the National Secretary of the Australian Municipal, Administrative, Clerical and Services Union (“ASU”) declare the following Officer and Related Party Disclosure Statement.

<b>Organisation Name:</b>	Australian Municipal, Administrative, Clerical and Services Union	<b>Branch Name:</b>	National Office
<b>Financial year start date:</b>	1 July 2019	<b>Financial year end date:</b>	30 June 2020

### Top Five Rankings of Officers – Relevant remuneration and non-cash benefits

When all officers in the ASU are ranked by relevant remuneration for the financial year, the following officers are ranked no lower than fifth:

**[INSTRUCTIONS FOR TABLE BELOW:**

- 1. Delete the examples and add information relevant to your branch or organisation. Add extra lines if required (e.g. if more than one officer ranked at a particular level)**
- 2. If there are no disclosures in any of the cells below, please insert ‘NIL’]**

<b>Name</b>	<b>Office</b>	<b>Actual Amount of Relevant Remuneration</b>	<b>Value of Relevant non-cash benefits</b>	<b>Form of relevant non-cash benefits</b>	<b>Notes</b>
1. David Smith	National Secretary 1/7/19 - 22/11/19	\$88,778.49  Includes Superannuation on Director's Fees (HESTA) \$2,080	\$165	Toll Fees	\$53,136.76 Director's Fees (HESTA) received directly by ASU for the benefit of the entire membership.
	Leave entitlements paid (deceased)	\$167,469.51			
	Total	\$256,248			
2. Robert Potter	Assistant National Secretary 1/7/19 - 22/11/19 Acting National Secretary 22/11/19 - 10/3/20 National Secretary 11/3/20 - 30/6/20	\$193,300	\$34,133	Motor Vehicle Toll Fees Relocation Expenses	\$75,633.01 Director's Fees (CareSuper) received directly by ASU for the benefit of the entire membership.

3. Linda White	Assistant National Secretary	\$176,108	\$7,838	Motor Vehicle Toll Fees	\$48,963 Director's Fees (Statewide Super) received directly by ASU for the benefit of the entire membership. \$28,105 Board Fees (Department of Premier) received directly by ASU for the benefit of the entire membership.
4. Nil					
5. Nil					

***[INSTRUCTIONS FOR DOT POINTS BELOW: delete all that do not apply]***

- " ***[INSTRUCTION: If the branch/organisation has listed no officers in the table above include this dot point] No officers in the branch received relevant remuneration from the branch/organisation, any relevant boards or related parties.***
- " ***[INSTRUCTION: If the branch/organisation has listed less than 5 officers in the table above include this dot point] Only those officers listed above received relevant remuneration from the branch/organisation, relevant boards or related parties. No other officers in the branch/organisation received relevant remuneration from the branch/organisation, relevant boards or related parties.***
- " ***[INSTRUCTION: If the branch/organisation has NOT listed any non-cash benefits for the officers listed in the table above include this dot point] None of the officers listed above received non-cash benefits from the branch/organisation.***
- " ***[INSTRUCTION: If the branch/organisation has listed non-cash benefits for SOME but NOT ALL of the officers listed in the table above include this dot point] The officers without any form of non-cash benefits identified against their name in the table above did not receive any non-cash benefits from the branch/organisation.***

**Relevant Remuneration:**

Section 293BC defines relevant remuneration to include any remuneration paid, during the financial year, to the officer by the organisation or branch AND any remuneration disclosed by the officer to the organisation or branch. These disclosures are made under s. 293B and must include remuneration paid to the officer

- because the officer is a member of a board only because they are an officer of the organisation/branch OR they were nominated for the board by the organisation, branch or peak council, or
- by a related party of the organisation/branch in connection with the performance of the officer's duties as an officer.

**Relevant non-cash benefits:**

Section 293BC defines relevant non-cash benefits as any non-cash benefits provided to an officer, at any time during the financial year, in connection with the performance of the officer's duties as an officer by the organisation, branch or a related party of the organisation/branch. Non-cash benefits include property and services but not a computer, mobile phone or other electronic device used only or mainly for work purposes.

For further information on definitions and these requirements please see our [Disclosure Obligations Page](#) or our [Fact Sheets page](#)

## Payments to related parties and declared persons or bodies

During the financial year, the ASU made the following payments to related parties or declared persons or bodies. The details of these payments are included below. This list does not include payments that have been exempted from disclosure under section 293G.

**[INSTRUCTIONS FOR TABLE BELOW: delete the examples and add information relevant to your organisation/branch. Add extra lines if required]**

<b>Date</b>	<b>Name</b>	<b>Nature of relationship</b>	<b>Purpose of payment</b>	<b>Amount</b>	<b>Other relevant details</b>
Fortnightly	David Smith	National Secretary 1/7/20 – 21/11/19	Superannuation	\$9,682	Vision Super Agreement with 16% employer contribution
Fortnightly	Robert Potter	Assistant National Secretary 1/7/19 - 21/11/19 Acting National Secretary 22/11/19 - 10/3/20 National Secretary 11/3/20 - 30/6/20	Superannuation	\$26,662	Vision Super Agreement with 16% employer contribution
Fortnightly	Linda White	Assistant National Secretary	Superannuation	\$24,291	Vision Super Agreement with 16% employer contribution

Signed by the officer:



Dated: 21<sup>st</sup> December, 2020

*[PLEASE NOTE: The Officer and Related Party Disclosure Statement must be provided to members and a copy lodged with the Registered Organisations Commission (ROC) within 6 months of the end of the financial year. It can be lodged with the ROC by emailing to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au). ALL BRANCHES are required to lodge an Officer and Related Party Disclosure Statement.]*