



21 May 2014

Mr David Smith
National Secretary
Australian Municipal, Administrative, Clerical and Services Union
via email: info@asu.asn.au

Dear Mr Smith,

Annual Return of Information for 2014 [AR2014/176]

I acknowledge receipt on 31 March 2014 of your Declaration providing the 2014 Annual Return of Information for the National Office of the Australian Municipal, Administrative, Clerical and Services Union in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the Act).

This letter acknowledges the separate lodgments of the Branches but will be recorded as the return of the National Office.

I also acknowledge Declarations lodged on various dates by the Branches of your organisation.

Date lodged	Branch	Branch Secretary
25 February 2014	Central and Southern Queensland Clerical and Administrative Branch	Julie Bignell
20 March 2014	New South Wales and ACT (Services) Branch	Sally McManus
26 February 2014	New South Wales Local Government Clerical, Administrative, Energy, Airlines & Utilities Branch	Graeme Kelly
28 March 2014	Queensland (Services and Northern Administrative) Branch	Neil Henderson (Acting)
26 March 2014	South Australian and Northern Territory Branch	Joseph Scales
20 March 2014	Taxation Officers Branch	Jeff Lapidos
27 March 2014	Victorian and Tasmanian Authorities and Services Branch	Brian Parkinson
24 March 2014	Victorian Private Sector Branch	Ingrid Stitt
19 February 2014	Western Australian Branch	Wayne Wood

I also acknowledge a notification of change of office holders lodged on 7 April 2014 by Neil Henderson for the Queensland (Services and Northern Administrative) Branch with respect to the current reporting year and an amended notification of change of office holders lodged on 13 May 2014 by Wayne Wood for the Western Australian Branch relating to the previous year.

Finally, I acknowledge the 2013 Annual Return of Information lodged on 26 February 2013 by Graeme Kelly for the New South Wales Local Government Clerical, Administrative, Energy, Airlines & Utilities Branch. This matter has not previously been closed.

Items drawn to the attention of the Australian Municipal, Administrative, Clerical and Services Union for future returns

In relation to the return lodged by the National Office, I note that the address for the Victorian Private Sector Branch changed on 10 January 2014. The list of addresses of Branches cited the old address while the list of Office Holders cited the new address. In future lodgments, please ensure that the correct address is cited in all instances.

In addition, neither the National Office nor the Branch have lodged a notification of change with respect to the change of address. Under section 233(2), the Act requires that this notification must occur within 35 days of the change. Please ensure that future notifications of change are lodged in accordance with the Act.

Although the Return will in future years be lodged by the National Office, I draw to your attention the following items in relation to the lodgments by the Branches this year:

Victorian Private Sector Branch	<ul style="list-style-type: none">• Change of address not notified within 35 days as required under section 233(2) of the Act.• Record of elections due referred to both 2012 and 2013 instead of 2014.
New South Wales and ACT (Services) Branch	<ul style="list-style-type: none">• Record of elections stated that no elections are due in 2013.• Declared that the list of offices and office holders 'is true and accurate' but did not make this declaration for all the information lodged.• Stated that the Register of members was kept in 2012 instead of 2013.
New South Wales Local Government Clerical, Administrative, Energy, Airlines & Utilities Branch	<ul style="list-style-type: none">• Record of elections stated that none are due in 2013.• In the Declarations of both the 2013 and 2014 returns lodged, Graeme Kelly referred to his office as General Secretary of the United Services Union. <p>Mr Kelly is reminded that in future documents, he should correctly cite his office as Branch Secretary of the Branch.</p>
Western Australian Branch	<ul style="list-style-type: none">• Declared that the list of offices and office holders 'is true and correct' but did not make this declaration for all the information lodged.

The Annual Return of Information lodged by the National Office and its Branches have together met the requirements of the Act.

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>

Organisation to lodge on behalf of all branches next year

Section 233 of the *Fair Work (Registered Organisations) Act 2009* requires an organisation to lodge a declaration and copies of information with the Fair Work Commission (the Commission) by the 31st March in each year. I note that in 2014 each branch of Australian Municipal, Administrative, Clerical and Services Union (ASU) lodged a declaration and the required information. As section 233 places the onus of lodgement on the organisation and not each branch, it is the view of the Commission that the national body of the ASU is obliged to lodge all of the required information.

From 2015 the Commission intends to create one matter number for the ASU, instead of a matter number for each branch of the ASU. The national body of the ASU will receive a reminder letter at the start of 2015. The branches will not receive a reminder letter.

From 2015 the national body of the ASU is requested to collate and lodge the information regarding the national body of the ASU and all of its branches. To assist with this task, I have attached a template annual return.

Yours sincerely

Liz Mercovich
Regulatory Compliance Branch



New South Wales Local Government, Clerical, Administrative, Energy, Airlines & Utilities Union

25 February 2013

General Manager
FairWork Australia
GPO Box 1994S
MELBOURNE VIC 3001

By Email: robert.pfeiffer@twc.gov.au

Attention: Robert Pfeiffer
Senior Advisor

Dear Sir

Re: Annual return of information for 2013 and financial report for year ended 2012, New South Wales Local Government, Clerical, Administrative, Energy, Airlines & Utilities Branch of the Australian Services Union

Please find attached the following documents:

1. Maintenance of Register of Members
2. List of Offices
3. List of Office Holders
4. List of Branches
5. Addresses of Organisation and Branches
6. Statement concerning number of members
7. Financial Report for Year End 30 June 2012

The attached copy of records lodged is a correct statement of information contained in those records.

During the year 2012 the Branch did not have any

- Branches commence operation
- Branches cease operation
- During this year there are no scheduled elections.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Graeme Kelly', with a stylized flourish at the end.

Graeme Kelly
BRANCH SECRETARY

Support Team: 1300 136 604 • Email: united@usu.org.au • Website: www.usu.org.au

Registered Office: Level 7, 321 Pitt St Sydney 2000 • Phone: (02) 9265 8211 • Fax: (02) 9261 2265 • ABN: 95 571 805 442

Regional Offices: Newcastle, Wollongong. Satellite Offices: Armidale, Bathurst, Canberra, Dubbo, Grafton, Hay, Port Macquarie, Wagga Wagga

Australia

DECLARATION

I, Graeme Kelly, General Secretary of Level 7, 321 Pitt Street
Sydney 2000

do solemnly and sincerely declare

that the register of members has been kept and maintained
as required, during the immediately preceding calendar
year of the New South Wales Local Government, Clerical,
Administrative, Energy & Airlines & Utilities Branch, of the
Fair work (Registered organisations) Act of 2009.

That the attached copy of records lodged is the current
statement of the information contained in those records.

Signed: 

Dated: 15 February 2013

ADDRESSES OF ORGANISATIONS AND BRANCHES

New South Wales Local Government, Clerical, Administrative, Energy, Airlines & Utilities Branch of the Australian Services Union 2013

<u>Branch</u>	<u>Office Postal Address</u>	<u>Office Address</u>	<u>Email</u>
Central West Branch	Shop 11-12 142 William Street BATHURST 2795	Shop 11-12 142 William Street BATHURST 2795	united@usu.org.au
Registered Office Metropolitan Salaried Officers Branch Sydney Branch Sydney Clerical and Administrative Branch Airlines Branch ACT Clerical and Administrative Branch	Level 7, 321 Pitt Street SYDNEY 2000	Level 7, 321 Pitt Street SYDNEY 2000	united@usu.org.au
Murray Branch	PO Box 1435 WAGGA WAGGA 2650	Unit 7 54-56 Fitzmaurice St WAGGA WAGGA	united@usu.org.au
New England Branch	PO Box 97 W ARMIDALE 2350	Shop 3 Girraween Shopping Centre 4-12 Queen Elizabeth Drive ARMIDALE 2350	united@usu.org.au
Newcastle Branch Hunter Clerical and Administrative Branch Energy & Utilities Branch	PO Box 47 HAMILTON 2303	86 Lawson Street HAMILTON 2303 (Cnr Lawson & Tudor Sts)	united@usu.org.au
North West Branch	PO Box 1811 DUBBO 2830	2/46 Church Street DUBBO 2830	united@usu.org.au

**ADDRESSES OF ORGANISATIONS
AND BRANCHES**

**New South Wales Local Government,
Clerical, Administrative, Energy, Airlines
& Utilities Branch of the Australian
Services Union
2012**

Branch	Office Postal Address	Office Address	Email
Northern Branch	55-61 Prince Street GRAFTON 2460	55-61 Prince Street GRAFTON 2460	united@usu.org.au
Riverina Branch	PO Box 332 HAY 2711	Suite 8 165 Lachlan Street HAY 2711	united@usu.org.au
Southern Branch Illawarra Clerical and Administrative Branch	1-3/100 Market Street WOLLONGONG 2500	1-3/100 Market Street WOLLONGONG 2500	united@usu.org.au

USU EXECUTIVE (23 Members)

The address for the following Office Holders is Level 7, 321 Pitt Street, Sydney NSW 2000

Name	Surname	Job Title	Position
Christina	Savage	Travel Consultant	Airlines Executive
Stephen (Toby)	Mulholland	RTW Co-ordinator / OHS Field Officer	Central West Executive
Mark	Gill	Construction Supervisor-Inspector	Energy Executive
Shayne	Baird	Administration Support Officer	Hunter C&A Executive
Rhonda	Barton	Lending Consultant	Illawarra C&A Executive
Beverley	Spearpoint	Clerk (149 Certificate Clerk)	MSOB Executive
Katarina	Tahija	xxxxxxxx	MSOB Executive
Glen	McAtear	Quality & Compliance Officer	Murray Executive
Les	Coyle	Team Leader	Newcastle Executive
Noel (Tony)	Dean	Roads Material Officer	New England Executive
David (Ross)	Crawford	Truck Driver	Northern Executive
Shane	Lummis	xxxxxxx	North Western Executive
Frank	Holobowski	Waste Water Plant Operator	Riverina Executive
Phil	Bowering	Skills Coordinator	Southern Executive
Shane	Clapham	Horticulturist	Sydney Executive
Russell	Woods	Coordinator	Sydney Executive
Myra	Bowman	Operations Coordinator	Sydney C&A Executive
Steve	Gillespie	Service Coordinator	Sydney C&A Executive
Chris	Zorzo		ACT C&A Executive
Steve	Birney	Ganger	President

CJK

USU EXECUTIVE (23 Members)

The address for the following Office Holders is Level 7, 321 Pitt Street, Sydney NSW 2000

Name	Surname	Job Title	Position
John	Mackay	Plant Foreman	Vice President
Sharon	Sewell	Regional Office Coordinator	Treasurer
Graeme	Kelly	General Secretary	General Secretary

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LIST OF BRANCHES

New South Wales Local Government,
Clerical, Administrative, Energy, Airlines
& Utilities Branch of the Australian
Services Union
2012 - 2013

ACT Clerical and Administrative Branch

Airlines Branch

Central West Branch

Energy & Utilities Branch

Hunter Clerical and Administrative Branch

Illawarra Clerical and Administrative Branch

Metropolitan salaried Officers' Branch

Murray Branch

Newcastle Branch

New England Branch

Northern Branch

North Western Branch

Riverina Branch

Southern Branch

Sydney Branch

Sydney Clerical and Administrative Branch

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LIST OF OFFICES

New South Wales Local Government, Clerical, Administrative, Energy, Airlines & Utilities Branch of the Australian Services Union 2013

<u>Branch</u>	<u>Office Postal Address</u>	<u>Office Address</u>	<u>Phone No</u>	<u>Fax No</u>
Central West	Shop 11-12 142 William Street BATHURST 2795	Shop 11-12 142 William Street BATHURST 2795	02 6334 4825	02 6331 2834
Registered Office	Level 7, 321 Pitt Street SYDNEY 2000	Level 7, 321 Pitt Street SYDNEY 2000	02 9265 8211	02 9261 2265
Murray	PO Box 1435 WAGGA WAGGA 2650	Unit 7 54-56 Fitzmaurice St WAGGA WAGGA	02 69317990	02 6931 7271
New England	PO Box 97 W ARMIDALE 2350	Shop 3 Girraween Shopping Centre 4-12 Queen Elizabeth Drive ARMIDALE 2350	02 6771 4911	02 6771 4911
Newcastle	PO Box 47 HAMILTON 2303	86 Lawson Street HAMILTON 2303 (Cnr Lawson & Tudor Sts)	02 4962 1444	02 4962 1758
North West	PO Box 1811 DUBBO 2830	2/46 Church Street DUBBO 2830	02 6881 6766	02 68816766
Northern	55-61 Prince Street GRAFTON 2460	55-61 Prince Street GRAFTON 2460	02 6643 5299	02 6643 2799
Port Macquarie	1/157 Gordon Street PORT MACQUARIE 2444	1/157 Gordon Street PORT MACQUARIE 2444	02 6584 7787	02 65846924
Riverina	PO Box 332 HAY 2711	Suite 8 165 Lachlan Street HAY 2711	02 6993 1419	02 6993 1419
Southern	1-3/100 Market Street WOLLONGONG 2500	1-3/100 Market Street WOLLONGONG 2500	02 4226 4784	02 4227 6951

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