



Australian Government
Australian Industrial Registry

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
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Mr S Kelly
Branch Secretary
ASU - Tasmanian Branch
265 Macquarie Street
HOBART TAS 7000

Dear Mr Kelly,

Re: Annual Return of information contained in records kept by organisation (AR2004/133)

I have received your letter dated 10 May 2004 and declaration of 10 May 2004 providing information in accordance with subsection 233(1) of Schedule 1B of the *Workplace Relations Act 1996*. The documents were lodged in the Industrial Registry on 10 May 2004.

The documents lodged cover the required information for the **2004** Annual Returns of the organisation:

The documents have been filed.

Documents on website

The Registry has created an electronic file for each registered organisation and branch which is accessible through the AIRC web site. The documents lodged will be placed on the AIRC Website at www.e-airc.gov.au/052vtasu.

Electronic lodgment

I encourage you to take advantage of the electronic lodgment service provided by the Registry for future lodgments. You may register as a user and then lodge your documents via the Electronic Lodgment page of the AIRC website at www.airc.gov.au . Alternatively, you may send an email with the documents attached to riateam3@air.gov.au .

Please note that the Rules of the Commission allow for electronic signatures to be used, other than for statutory declarations (see subrule 74A(1)). As you would be aware, documents lodged under RAO section 233 are no longer required to be certified by "statutory declaration". A "declaration" will suffice. Where documents are lodged electronically, there will be no need to forward hard copies of the documents to the Registry.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Dimitra Doukas'.

Dimitra Doukas
Statutory Services Branch

10 May 2004

10th May, 2004

Mr Clency Lapierre
Australian Industrial Registry
GPO Box 1994S
MELBOURNE VIC 3001



Dear Mr Lapierre

**ASU – TASMANIA BRANCH – RETURNS PURSUANT TO
WORKPLACE RELATIONS ACT 1996**

Further to your letter of 12th January 2004 seeking information, I advise as follows:

1. Thank you for advice that this Branch is required to lodge with the Registry advice re the changes to Officers of this Organisation pursuant to sub section 233 (1) of the Registration and Accountability of Organisations Schedule (Schedule 1 B to the *Workplace Relations Act 1996*) and information required under S230 and Reg 147 of the (Registration & Accountability of Organisations) Regulations.
2. I have listed under the cover of a Statutory Declaration the following:
 - The offices in the Tasmanian Branch of the ASU
 - The names, postal addresses and occupations of the persons holding the offices
 - The address of the office of the ASU Tasmania Branch.

<u>OFFICE</u>	<u>NAME</u>	<u>POSTAL ADDRESS</u>	<u>OCCUPATION</u>
Branch Secretary	Kelly, Sean Thomas	265 Macquarie St Hobart 7000	Branch Secretary
First National Conference Delegate/First National Executive Representative	Kelly, Sean Thomas	265 Macquarie St Hobart 7000	Branch Secretary
National Conference Delegates (3)	Henderson, Frank Anketell Horgan, Elaine Phillips, John Charles	PO Box 96 Rosny Park 7018 PO Box 1289 Launceston 7250 PO Box 503E Hobart 7001	Technical Services Officer Clerk Finance Officer
Second National Executive Representative	Ralph, Robert Chaperon	GPO Box 355D Hobart 7000	Clerk
Alternate National Executive Representative	Phillips, John Charles	PO Box 503E Hobart 7001	Finance Officer
<u>SERVICES DIVISION</u>			
Joint Branch President	Henderson, Frank Anketell	PO Box 96 Rosny Park 7018	Technical Officer
Joint Branch Vice President	Phillips, John Charles	PO Box 503E Hobart 7001	Finance Officer
Branch Councillors (3)	Rosendale, Steven Michael Peisker, Will Crombleholme, Kevin Arthur	GPO Box 44 Hobart 7000 PO Box 973 Burnie 7320 PO Box 396 Launceston 7250	Asst Snr Clerk Payroll Meter Inspector Technical Officer
Branch Conference Delegates (3)	Manten, Scott Cornelius Cooke, Kaye	██████████ Hobart 7001 ██████████	State Public Service Officer Employment

	Jennifer Patmore, Kevin William	New Town 7008 PO Box 503E Hobart 7001	Consultant Inspection Officer
Alternate National Conference Delegate	Crombleholme, Kevin Arthur	PO Box 396 Launceston 7250	Technical Officer
<u>CLERICAL AND ADMINISTRATIVE DIVISION</u>			
Joint Branch President	Ralph, Robert Chaperon	GPO Box 355D Hobart 7000	Clerk
Joint Branch Vice President	Horgan, Elaine	PO Box 1289 Launceston 7250	Clerk
Branch Councillors (3)	Turnbull, Marilyn Anne	GPO Box 355D Hobart 7001	Clerk
	Fleming, William Thomas		PS Operator
	Usher, Robert Roy	GPO Box 563F Hobart 7001	CSO
Branch Conference Delegates (3)	Harris, Anielsa	GPO Box 869J Melbourne 3001	Clerk
	Steinbauer, Maree Alice	PO Box 3101 Launceston 7250	Training Co- ordinator
	Vallis, Susan H	GPO Box 869J Melbourne 3001	Clerk
Alternate National Conference Delegate	Ralph, Robert Chaperon	GPO Box 355D Hobart 7000	Clerk
<u>MEU DIVISION</u>			
Joint Branch President	Lynd, Michael Robert	PO Box 604 Devonport 7310	Pipe Layer
Joint Branch Vice President	Manser, Steven Andrew	PO Box 503E Hobart 7001	Driver
Branch Councillors (3)	Dawson, Peter Reginald	PO Box 63 Latrobe 7307	Tradesman Sueprvisor
	Holohan, Perry Thomas	PO Box 220 Ulverstone 7315	Co-ordinator
	Best, John	PO Box 396 Launceston 7250	Municipal Employee
Branch Conference	McKenzie, Anthony Craig		Storeman

Delegates (3)	Anthony Craig	7140 GPO Box 503E Hobart 7001	Driver
	Parremore, Stephen Earl		
	Dutton, David	PO Box 396 Launceston 7250	Fitter
Alternate National Conference Delegate	Manser, Steven Andrew	PO Box 503E Hobart 7001	Driver

Recurring Obligations To Keep And Lodge Information Under Schedule 1B to the Workplace Relations Act 1996 (RAO Schedule) and the RAO Schedule Regulations

Information	Key Contents
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 ss230(1)(a) and (2) [s233(1)(a)] <i>A Register of members has been kept and maintained during the previous calendar year</i>
List of Offices - see Note 2	A list of the offices in the organisation and each branch (note the definition of "office" and "officer" in ss6 and 9) [s230(1)(b)] <i>A list of the office and officers in the organisation is attached</i>
List of Office-holders - see Note 2	A list of the names, postal addresses and occupations of the persons holding the offices (note definition of "office" and "officer" in ss6 and 9) [s230(1)(c)] <i>The above list is also attached</i>
List of Branches - see Note 2	A record of the name of each branch of the organisation [s230(1)(d) and reg. 147(a)] <i>The name of the Branch is included on the letterhead of the organisation</i>
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s230(1)(d) and reg. 147(b)] <i>No new branch commenced operation during the previous year</i>

Old Branches	<p>A record of the name of each branch that ceased operation in the previous 12 months <i>[s230(1)(d) and reg. 147(c)]</i></p> <p>No branch ceased operation during the previous year</p>
Addresses of Organisation and Branches <i>- see Note 2</i>	<p>A record of the address of the office of the organisation and the office of each branch <i>[s230(1)(d) and reg. 147(d)]</i></p> <p>See attached information</p>
Elections in Organisation and Branches	<p>A record of each election that must, under the rules of the organisation, be held during each year commencing 1 January for an office in the organisation and branch of the organisation <i>[s230(1)(d) and reg. 147(e)]</i></p> <p>No election was required during the period</p>
Statement concerning number of members	<p>A record of the number of members on 31 December in the previous year.</p> <p>If the organisation has entered into an agreement under ss151(1) of the Schedule - 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 s150 of the Schedule. <i>[s230(1)(d) and reg. 147(f) and (g)]</i></p> <p>The number of members on 31st December was 2685</p>

Please note:

1. A copy of the above records must be lodged in the Industrial Registry, once in each year, at any time during the period of 3 months commencing on 1 January, certified by declaration signed by the secretary or other prescribed officer to be a correct statement of the information contained in that record *[s233(1)(b) and [reg 149]*.
2. In the event of any change to certain of the abovementioned records, an organisation must, within 35 days of the change, lodge in the Industrial Registry, a notification of such change certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made *[s233(2)and reg. 151]*.
3. The above requirements apply to documents required to be lodged from 1 January 2004.

Thank you.

A handwritten signature in black ink, appearing to read 'S. Kelly', written in a cursive style.

Sean Kelly

Branch Secretary.