



## AUSTRALIAN INDUSTRIAL REGISTRY

Level 35, Nauru House  
80 Collins Street, Melbourne, VIC 3000  
GPO Box 1994S, Melbourne, VIC 3001  
Telephone: (03) 8661 7777  
Fax: (03) 9654 6672

Ms. Ingrid Stitt  
Branch Secretary  
Australian Municipal, Administrative, Clerical and Services Union  
Victorian Private Sector Branch  
Level 1  
117-131 Capel Street  
North Melbourne VIC 3051

Dear Ms. Stitt,

**Re: Annual Return of information contained in records kept by organisation (AR2003/30)**

I have received your letter dated 25 August 2003 and statutory declaration declared on 21 August 2003 providing information in accordance with subsection 268(3) of the Workplace Relations Act 1996. The documents were lodged in the Industrial Registry on 27 August 2003.

The documents lodged cover the following information for the **2003** Annual Returns of the Victorian Private Sector Branch:-

- ❖ Certification in respect of the register of members of the branch
- ❖ Statement about the number of members of the branch in compliance with regulation 43(1) of the Regulations
- ❖ List of offices in the branch and of the persons holding those offices
- ❖ Address of the office of the branch

The documents have been filed.

Financial statements of the MEU/Private Sector Branch

Financial statements of the then MEU/Private Sector Branch for year ended 30 June 2002 were lodged on 28 October 2002. However, no financial statements of that branch have been lodged for the period 1 July 2002 to 8 January 2003, the latter date being the date when the MEU/Private Sector Branch was abolished and the Victorian Private Sector Branch was created.

Could you please advise what actions have been taken in respect of the financial affairs of the then MEU/Private Sector Branch for the period 1 July 2002 to 8 January 2003.

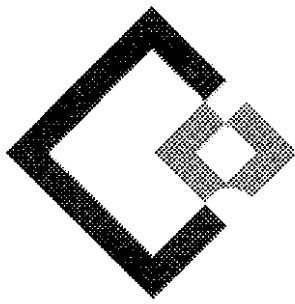
Should you wish to discuss this letter, I may be contacted on (03) 8661 7787.

Yours sincerely,

Clency Lapierre  
Statutory Services Branch

15 September 2003

AR 2003/30



A.S.U

Monday, August 25, 2003



Industrial Registrar  
Australian Industrial Registry  
GPO Box 1994S  
MELBOURNE VIC 3001

**ATTENTION: CLENCY LAPIERRE  
Senior Executive Officer**

Australian  
Services  
Union

Private Sector Victorian Branch

Level 1  
117-131 Capel Street  
North Melbourne 3051

Telephone: (03) 9320 6700  
Facsimile: (03) 9320 6799  
Email: [info@asupsvic.org](mailto:info@asupsvic.org)  
Website: [www.asuvc.org](http://www.asuvc.org)

Branch Secretary  
Ingrid Stitt

Assistant Branch Secretary  
Helga Svendsen

Dear Registrar

**Re: Annual Returns of Information**

In compliance with Section 268(3) of the *Workplace Relations Act 1996*, please find enclosed my Declarations in relation to the following items of information:

- register of members declaration for the 2003 Annual Return (in relation to the 2002 calendar year);
- statements in compliance with Regulation 43(1) for 2003;
- lists of offices for 2003;
- lists of office-holders for 2003;
- address of office for 2003

If you have any further queries, please do not hesitate to contact me.

I can be contacted direct on 03 9320 6700, or by e-mail on [istitt@asupsvic.org](mailto:istitt@asupsvic.org)

Yours faithfully

Ingrid Stitt  
BRANCH SECRETARY

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# **Workplace Relations Act 1996**

## **Statutory Declaration**

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### **IN the matter of:**

Information required to be lodged pursuant to Section 268 of the *Workplace Relations Act 1996* and pursuant to Regulation 102 of the *Workplace Relations Regulations* by the Australian Municipal, Administrative, Clerical and Services Union Victorian Private Sector Branch

**I, Ingrid Stitt, Branch Secretary, of Level 1, 117 Capel Street, North Melbourne, Victoria, 3051, on behalf of the AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND SERVICES UNION, VICTORIAN PRIVATE SECTOR BRANCH, do solemnly and sincerely declare as follows:**

1. I am the Branch Secretary of the Australian Municipal, Administrative, Clerical and Services Union, Victorian Private Sector Branch an organisation registered under the *Workplace Relations Act 1996* (referred to as "the Act").
2. The Australian Municipal, Administrative, Clerical and Services Union Victorian Private Sector Branch (formally known as the Australian Municipal, Administrative Clerical and Services Union MEU/ Private Sector Division) has, during the 2002 calendar year, kept and maintained a register of members as required by Section 268(1) and (2) of the Act.
3. As required by Regulation 43(1) of the *Workplace Relations Act Regulations*, I have prepared a statement showing the number of members of the organisation as at 8 January 2003, who are employees or independent contractors. Included in this statement are the numbers of members of the organisation who were on 8 January 2003, ineligible State members within the meaning of Section 202 of the Act.

Now produced and shown to me and marked with the letters "IS1" is the aforementioned statement.

4. Now produced and shown to me and marked with the letters "IS2" is a list of Victorian Private Sector Branch Offices as at 9<sup>th</sup> April 2003.
5. Now produced and shown to me and marked with the letters "IS3" is a list of Victorian Private Branch Office-Holders as at 9<sup>th</sup> April 2003.
6. Now produced and shown to me and marked with the letters "IS4" is the name and address of the Victorian Private Sector Branch as at 21<sup>st</sup> July 2003.

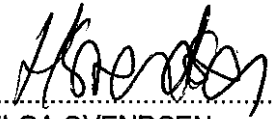
And I make this solemn declaration by virtue of the *Statutory Declarations Act 1959*, and subject to the penalties provided by that Act for the making of false statements in statutory declarations, conscientiously believing the statements contained in this declaration to be true in every particular.

**DECLARED** at North Melbourne  
in the State of Victoria, this

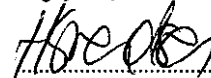
21<sup>st</sup> day of August, 2003

  
.....  
Ingrid Stitt  
VICTORIAN PRIVATE SECTOR BRANCH SECRETARY

**Before me,**

  
.....  
HELGA SVENDSEN  
A natural person who is a current practitioner within the meaning of  
the Legal Practice Act 1996.  
Level 1, 117 Capel Street, North Melbourne, Vic 3051

This is the Exhibit "IS1" referred to in the Statutory Declaration of Ingrid Stitt declared on August 21, 2003



.....  
Helga Svendsen

A natural person who is a current practitioner within the meaning of the Legal Practice Act 1996.  
Level 1, 117 Chapel Street,  
North Melbourne VIC 3051

**Australian Municipal, Administrative, Clerical and Services Union  
– Victorian Private Sector Branch**

**STATEMENT PURSUANT TO REGULATION 43(1)**

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**FOR JANUARY 8, 2003**

Number of persons who were members of the organisation and employees or independent contractors:

7971

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Number of members who are "ineligible State members" within the meaning of s.202 of the Act

N/A



.....  
INGRID STITT  
BRANCH SECRETARY

Date: 21/8/03

This is the Exhibit "IS2" referred to in the Statutory Declaration of Ingrid Stitt declared on August 21, 2003



.....  
Helga Svendsen

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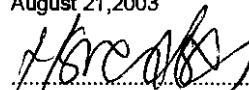
## **Australian Municipal, Administrative, Clerical and Services Union- Victorian Private Sector Branch**

### **LIST OF OFFICES for 2003 (as at April 9, 2003)**

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- Branch Secretary
- Assistant Branch Secretary
- Branch President
- Branch Vice President (Women)
- Branch Executive Representatives elected by Branch - 5
- Branch Conference Delegates elected by Branch - 25

This is the Exhibit "IS3" referred to in the Statutory Declaration of Ingrid Stitt declared on August 21, 2003




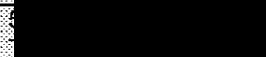
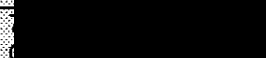
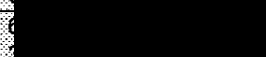
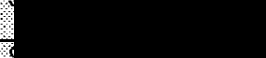
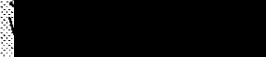

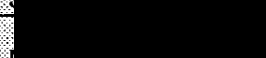
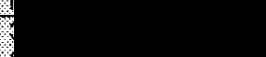
.....  
 Helga Svendsen  
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 Level 1, 117 Capel Street, North Melbourne Vic, 3051

## Australian Municipal, Administrative, Clerical and Services Union

### LIST OF OFFICE-HOLDERS for 2003 (as at April 9, 2003)

OFFICE	NAME	ADDRESS	OCCUPATION
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**Branch Executive Members**

Branch Secretary/ National Executive Rep/ National Conference Delegate	Ingrid Stitt		Union Official
Branch President	Claire Weller		Payroll Clerk
Branch Vice-President - Women	Vicki Rogers		Clerk
Branch Assistant Secretary/ National Executive Rep / National Conference Delegate	Helga Svendsen	 y	Union Official
Branch Executive Member – Private Sector	Jo Craddock		Clerk
Branch Executive Member– Private Sector	Julie Burgess		Clerk
Branch Executive Member – Airlines	Alan Hall		Customer Service Officer
Branch Executive Member - Airlines	Kevin Incigneri		Clerk
Branch Executive Member – Private Sector	Gaynor Lowery		Clerk

OFFICE	NAME	ADDRESS	OCCUPATION
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**Branch Conference Delegates**

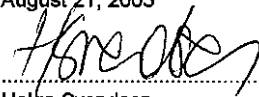
Branch Conference Delegate – Private Sector	Robyn Bull	7 Pashy Street, Auckland	Clerk
Branch Conference Delegate – Private Sector	Marisa Cinquegrana		Clerk
Branch Conference Delegate – Private Sector	Jan Cousland		Call Centre Operator
Branch Conference Delegate – Private Sector	Rhonda Greenfield		Call Centre Operator
Branch Conference Delegate – Private Sector	Lindsay Hesketh		Clerk
Branch Conference Delegate – Private Sector	Faye Parker		Cash Handler
Branch Conference Delegate – Private Sector	Karl Sargent		Clerk
Branch Conference Delegate – Private Sector	Sharon Sanchez		Union Organiser
Branch Conference Delegate – Private Sector	Rachel Takats		Union Organiser
Branch Conference Delegate – Private Sector	Robyn Wellington		Call Centre Operator
Branch Conference Delegate – Private Sector	Joan Evans		Call Centre Operator
Branch Conference Delegate - Airlines	John Phillip Gamble		Airlines Clerk
Branch Conference Delegate - Airlines	Briony Gardner		Customer Service Officer
Branch Conference Delegate - Airlines	Denis Leetham		Customer Service Officer
Branch Conference Delegate - Airlines	John Quirk		Flight Simulator Officer
Branch Conference Delegate - Airlines	Annie Ryall		Telephone Sales Clerk

**National Conference Delegates**

National Conference Delegate	Alan Hall		Customer Service Officer
National Conference Delegate	Kevin Incigneri		Clerk
National Conference Delegate	Vicki Rogers		Clerk
National Conference Delegate	Sharon Sanchez		Union Organiser
National Conference Delegate	Claire Weller		Payroll Clerk
Alternate National Executive Representative	David Leydon		Union Organiser
First Alternate National Conference Delegate	Matt Norrey		Union Organiser
Second Alternate National Conference Delegate	Linda Cargill		Union Organiser
Third Alternate National Conference Delegate	Jason Gibson		Union Organiser



This is the Exhibit "IS4" referred to in the  
Statutory Declaration of Ingrid Stitt declared on  
August 21, 2003



.....  
Helga Svendsen

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the meaning of the Legal Practice Act 1996.  
Level 1, 117 Capel Street,  
North Melbourne VIC 3051

## **Australian Municipal, Administrative, Clerical and Services Union – Victorian Private Sector Branch**

### **THE NAME & ADDRESS OF THE BRANCH (as at July 21, 2003)**

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**Australian Municipal, Administrative,  
Clerical And Services Union  
Victorian Private Sector Branch**

Level 1, 117 Capel Street  
NORTH MELBOURNE VIC 3051  
Tel: 03) 9320 6700 Fax: 03) 9320 6799  
General E-mail: [info@asupsvic.org](mailto:info@asupsvic.org)