



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
Fax: (03) 9654 6672

Ms. Ingrid Stitt
Branch Secretary
Australian Municipal, Administrative, Clerical and Services Union
Victorian Private Sector Branch
PO Box 324
North Melbourne VIC 3051

Dear Ms. Stitt,

**Re: Annual Return of information contained in records kept by organisation
(AR2005/312)**

I have received your statutory declaration dated 14 April 2005 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 20 April 2005.

The documents lodged cover the required information for the **2005** 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 [<http://www.e-airc.gov.au/052vvps>]. In light of the readier access which this will give to these documents, elected office bearers may wish to consider providing their work or other postal address (rather than their residential address) in the list of office bearers which is required to be lodged each year under RAO sections 233(1)(b) and (2).

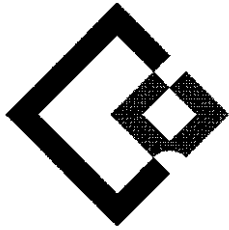
Electronic lodgment

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 .

Yours sincerely,

A handwritten signature in black ink that reads 'M Beare'.

Marylyn Beare
Statutory Services Branch
20 April 2005



A•S•U

Australian Services Union Victorian Private Sector Branch

ABN 15 279 369 860

1st Floor, 117 Capel Street, North Melbourne 3051
P.O. Box 324, North Melbourne 3051
Telephone 03 9320 6700 Facsimile 03 9320 6799
Email info@asupsvc.org Website www.asuvc.org

Branch Secretary Ingrid Stitt
Assistant Secretary Helga Svendsen

14 April 2005

Your ref AR2005/312 – [052V-VPS]

Marylyn Beare
Australian Industrial Registry
Level 35,
80 Collins Street
MELBOURNE VIC 3000

Dear Ms Beare

Re: Annual Return of Information for Year 2005

Attach please find the Annual Return of Information for 2005 lodged in accordance with our obligations under Schedule 1B of the Workplace Relations Act 1996 (RAO Schedule) and the RAO Schedule Regulations.

Yours sincerely

Ingrid Stitt
BRANCH SECRETARY

Workplace Relations Act 1996

Statutory Declaration

IN the matter of:

Recurring Obligations to keep and lodge information under Schedule 1B to the *Workplace Relations Act 1996* (RAO Schedule) and the RAO Schedule 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*.
2. The Australian Municipal, Administrative, Clerical and Services Union Victorian Private Sector Branch has, during the 2004 calendar year, kept and maintained a register of members as required by s230(1)a and (2) [s230(1)(a)] of the Act.
3. I have prepared a statement showing the number of members of the organisation as at 31 December, 2004, who are employees or independent contractors, as required by [s230(1)(d) and reg. 147(f) and (g)]. A record of the number of members of the organisation who were, on 31 December 2004, ineligible State members in relation to the organisation, within the meaning of s150 of the schedule. 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 31 December, 2004 as required by [230(1)(b)]
5. Now produced and shown to me and marked with the letters "IS3" is a list of the names, postal addresses and occupations of the Victorian Private Sector Branch Office-Holders as at 31 December, 2004.[s230(1)(c)]
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 31st December 2004.
7. Now produced and shown to me and marked with the letters "IS5" is the name of each branch, which commenced operations in the previous 12 months as, required by [s230(1)d and reg 147(d)]
8. Now produced and shown to me and marked with the letters "IS6" is the name of each branch, which ceased operations in the previous 12 months as, required by [s230(1)d and reg 147(c)]
9. Now produced and shown to me and marked with the letters "IS7" a record of each election that must, under the rules of the organisation, held during the calendar year 2004 as required by [s230(1)d and reg 147(e)]

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.

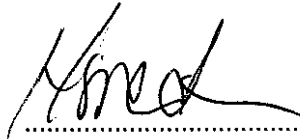
DECLARED at North Melbourne
in the State of Victoria, this

14th April 2005.



Ingrid Stitt
VICTORIAN PRIVATE SECTOR BRANCH SECRETARY

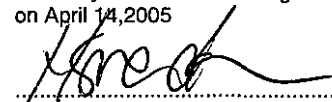
Before me,



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

Exhibit IS1

This is the Exhibit "IS1" referred to in the Statutory Declaration of Ingrid Stitt declared on April 14, 2005



.....
Helga Svendsen

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Level 1, 117 Capel Street,
North Melbourne VIC 3051

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

STATEMENT PURSUANT To s230(1)(d) and REGULATION 147(f) and (g)

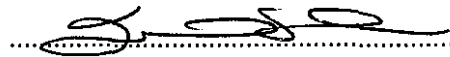
FOR 31 DECEMBER, 2004

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

6772

Number of members who are "ineligible State members" within the meaning of s.150 of the Schedule

N/A

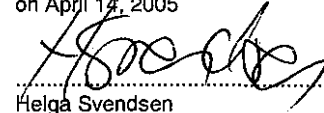


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INGRID STITT
BRANCH SECRETARY

Date: 14.4.2005.....

Exhibit IS2

This is the Exhibit "IS2" referred to in the Statutory Declaration of Ingrid Stitt declared on April 14, 2005



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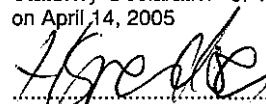
Australian Municipal, Administrative, Clerical and Services Union- Victorian Private Sector Branch

LIST OF OFFICES for 2004

- 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

Exhibit IS3

This is the Exhibit "IS3" referred to in the Statutory Declaration of Ingrid Stitt declared on April 14, 2005



.....
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Australian Municipal, Administrative, Clerical and Services Union

LIST OF OFFICE-HOLDERS

OFFICE	NAME	ADDRESS	OCCUPATION
Branch Executive Members			
Branch Secretary/ National Executive Rep/ National Conference Delegate	Ingrid Stitt	PO Box 324 North Melbourne 3051	Union Official
Branch President	Claire Weller	PO Box 324 North Melbourne 3051	Payroll Clerk
Branch Vice-President - Women	Vicki Rogers	PO Box 324 North Melbourne 3051	Clerk
Branch Assistant Secretary/ National Executive Rep / National Conference Delegate	Helga Svendsen	PO Box 324 North Melbourne 3051	Union Official
Branch Executive Member – Private Sector	Jo Craddock	PO Box 324 North Melbourne 3051	Clerk
Branch Executive Member– Private Sector	Julie Burgess	PO Box 324 North Melbourne	Clerk
Branch Executive Member - Airlines	Alan Hall	PO Box 324 North Melbourne 3051	Customer Service Officer
Branch Executive Member - Airlines	Kevin Incigneri	PO Box 324 North Melbourne 3051	Clerk
Branch Executive Member – Private Sector	Gaynor Lowery	PO Box 324 North Melbourne 3051	Clerk

OFFICE	NAME	ADDRESS	OCCUPATION
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Branch Conference Delegates

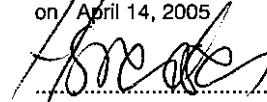
Branch Conference Delegate – Private Sector	Robyn Bull	PO Box 324 North Melbourne 3051	Clerk
Branch Conference Delegate – Private Sector	Marisa Cinquegrana	PO Box 324 North Melbourne 3051	Clerk
Branch Conference Delegate – Private Sector	Jan Cousland	PO Box 324 North Melbourne 3051	Call Centre Operator
Branch Conference Delegate – Private Sector	Rhonda Greenfield	PO Box 324 North Melbourne 3051	Call Centre Operator
Branch Conference Delegate – Private Sector	Lindsay Hesketh	PO Box 324 North Melbourne 3051	Clerk
Branch Conference Delegate – Private Sector	Faye Parker	PO Box 324 North Melbourne 3051	Cash Handler
Branch Conference Delegate – Private Sector	Karl Sargent	Po Box 324 North Melbourne 3051	Clerk
Branch Conference Delegate – Private Sector	Sharon Sanchez	PO Box 324 North Melbourne 3051	Union Organiser
Branch Conference Delegate – Private Sector	Rachel Takats	PO Box 324 North Melbourne 3051	Union Organiser
Branch Conference Delegate – Private Sector	Robyn Wellington	PO Box 324 North Melbourne 3051	Call Centre Operator
Branch Conference Delegate – Private Sector	Joan Evans	PO Box 324 North Melbourne 3051	Call Centre Operator
Branch Conference Delegate - Airlines	John Phillip Gamble	PO Box 324 North Melbourne 3051	Airlines Clerk
Branch Conference Delegate - Airlines	Briony Gardner	PO Box 324 North Melbourne 3051	Customer Service Officer
Branch Conference Delegate - Airlines	Denis Leetham	PO Box 324 North Melbourne 3051	Customer Service Officer
Branch Conference Delegate - Airlines	John Quirk	PO Box 324 North Melbourne 3051	Flight Simulator Officer
Branch Conference Delegate - Airlines	Annie Ryall	PO Box 324 North Melbourne 3051	Telephone Sales Clerk

National Conference Delegates

National Conference Delegate	Alan Hall	PO Box 324 North Melbourne 3051	Customer Service Officer
National Conference Delegate	Kevin Incigneri	PO Box 324 North Melbourne 3051	Clerk
National Conference Delegate	Vicki Rogers	PO Box 324 North Melbourne 3051	Clerk
National Conference Delegate	Sharon Sanchez	PO Box 324 North Melbourne 3051	Union Organiser
National Conference Delegate	Claire Weller	PO Box 324 North Melbourne 3051	Payroll Clerk
Alternate National Executive Representative	David Leydon	PO Box 324 North Melbourne 3051	Union Organiser
First Alternate National Conference Delegate	Matt Norrey	PO Box 324 North Melbourne 3051	Union Organiser
Second Alternate National Conference Delegate	Linda Cargill	PO Box 324 North Melbourne 3051	Union Organiser
Third Alternate National Conference Delegate	Jason Gibson	PO Box 324 North Melbourne 3051	Union Organiser

Exhibit IS4

This is the Exhibit "IS4" referred to in the Statutory Declaration of Ingrid Stitt declared on April 14, 2005



.....
Helga Svendsen

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Level 1,117 Capel Street,
North Melbourne VIC 3051

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

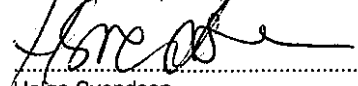
THE NAME & ADDRESS OF THE BRANCH

**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

Exhibit IS5

This is the Exhibit "IS5" referred to in the Statutory Declaration of Ingrid Stitt declared on April 14, 2005



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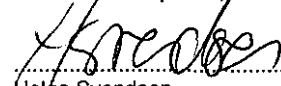
**Australian Municipal, Administrative, Clerical and Services Union –
Victorian Private Sector Branch**

Notification of New Branches

Name of Branch, which commenced operations during the previous 12 months.	N/A
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Exhibit IS6

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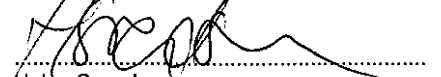
**Australian Municipal, Administrative, Clerical and Services Union –
Victorian Private Sector Branch**

Notification of Closure of Branch

Name of Branch, which ceased operations during the previous 12 months.	N/A
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Exhibit IS7

This is the Exhibit "IS7" referred to in the Statutory Declaration of Ingrid Stitt declared on April 14, 2005



Helga Svendsen

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North Melbourne VIC 3051

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

Notification of Elections

Elections held, under the rules of the organisation, during the year commencing 1 January 2004.	N/A
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