



FAIR WORK  
AUSTRALIA

2 March 2012

Ms Ingrid Stitt

Secretary

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

email: [info@asupsvic.org](mailto:info@asupsvic.org)

Dear Ms Stitt

**Re: Australian Municipal, Administrative, Clerical and Services Union, Victorian Private Sector Branch  
Annual Return of information contained in records kept by organisation  
– AR 2012/426**

I have received your declaration dated 1 March 2012 providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009*. The documents were lodged with Fair Work Australia on 1 March 2012.

The documents lodged cover the required information for the **2012** Annual Return of the organisation.

The documents have been filed and can be viewed on the website at <http://www.e-airc.gov.au/052vvps/annual>.

If you wish to discuss any of the matters referred to above I can be contacted on (03) 8661 7764.

Yours sincerely

Libby Kirby

Organisations, Research and Advice

Fair Work Australia

Tel: 03 8661 7988

Email: [elizabeth.kirby@fwa.gov.au](mailto:elizabeth.kirby@fwa.gov.au)



**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](mailto:info@asupsvc.org) Website [www.asuvc.org](http://www.asuvc.org)

Branch Secretary Ingrid Stitt  
Assistant Secretary Helga Svendsen

1 March 2012

Mr Kevin Donnellan  
Organisations Research & Advice  
Fair Work Australia  
11 Exhibition Street  
MELBOURNE VIC 3000

Dear Sir,

Re: Australian Municipal, Administrative, Clerical and Services Union, Victorian Private Sector Branch - Annual Return of Information for 2012 [AR2012/426]

In accordance with our obligations under the Fair Work (Registered Organisations) Act 2009 (the Act), please find the following reports for the Australian Municipal, Administrative, Clerical and Services Union, Victorian Private Sector Branch:

1. Declaration certifying the matters referred to in s233 (1) (a) and (b) of the Act.
2. List of Offices for 2011
3. List of Office Holders.
4. The Name and Address of the Branch.
5. Notification of New Branches.
6. Notification of Closure of Branch.
7. Notification of Elections.
8. Statement Pursuant to s230 (1) (d) of the Act and Regulation 147 (f) and (g) of the Fair Work (Registered Organisations) Regulations 2009.

Yours sincerely

**Ingrid Stitt**  
**BRANCH SECRETARY**

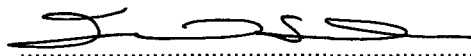
***Fair Work (Registered Organisations) Act 2009 (the Act)***

**A declaration certifying the matters referred to in s233(1)(a) and (b) of the Act.**

**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 declare this a correct statement of information:**

1. I am the Branch Secretary of the Australian Municipal, Administrative, Clerical and Services Union, Victorian Private Sector Branch an organisation registered under the Act.
2. The Australian Municipal, Administrative, Clerical and Services Union Victorian Private Sector Branch has, during the 2011 calendar year, kept and maintained a register of members as required by s230(1)a and (2) [s233(1)(a)] of the Act.
3. Now produced and marked with the letters "IS1" is a list of Victorian Private Sector Branch Offices as at 31 December, 2011 as required by 230(1)(b).
4. Now produced and marked with the letters "IS2" is a list of the names, postal addresses and occupations of the Victorian Private Sector Branch Office-Holders as at 31 December, 2011. [s230(1)(c)]
5. Now produced and marked with the letters "IS3" is the name and address of the Victorian Private Sector Branch as at 31st December 2011. [s230(1)(d) and reg. 147(a) and (d)]
6. Now produced and with the letters "IS4" is the name of each branch, which commenced operations in the previous 12 months as, required by s230(1)d and reg 147(b).
7. Now produced and marked with the letters "IS5" is the name of each branch, which ceased operations in the previous 12 months as, required by s230(1)d and reg 147(c).
8. Now produced and marked with the letters "IS6" a record of each election that must, under the rules of the organisation, be held during the calendar year 2011 as required by s230(1)d and reg 147(e).
9. Now produced and marked with the letters "IS7" is a statement showing the number of members of the organisation as at 31 December, 2011, 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 2010, ineligible State members in relation to the organisation, within the meaning of s150 of the Act.

**DECLARED** at North Melbourne  
in the State of Victoria, this  
March 2012.



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INGRID STITT  
BRANCH SECRETARY

**AUSTRALIAN MUNICIPAL, ADMINISTRATIVE, CLERICAL AND  
SERVICES UNION, VICTORIAN PRIVATE SECTOR BRANCH**

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

### **LIST OF OFFICES for 2011**

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- Branch Secretary
- Assistant Branch Secretary
- Branch President
- Branch Vice President (Women)
- Branch Executive Representatives elected by Branch - 6
- Branch Conference Delegates elected by Branch - 26 (includes Branch Executive Members)

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

### LIST OF OFFICE-HOLDERS

OFFICE	NAME	ADDRESS	OCCUPATION
<b><u>Branch Executive Members</u></b>			
Branch Secretary	Ingrid Stitt	Level 1, 117 Capel Street North Melbourne VIC 3051	Union Official
Branch President	Vicki Rogers	Level 1, 117 Capel Street North Melbourne VIC 3051	Legal Assistant
Branch Vice-President - Women	Enza Peers	Level 1, 117 Capel Street North Melbourne VIC 3051	Call centre operator
Branch Assistant Secretary	David Leydon	Level 1, 117 Capel Street North Melbourne VIC 3051	Union Official
Branch Executive Member	Alan Hall	Level 1, 117 Capel Street North Melbourne VIC 3051	Customer Service Officer
Branch Executive Member	Robyn Bull	Level 1, 117 Capel Street North Melbourne VIC 3051	Clerk
Branch Executive Member	Amanda Dando	Level 1, 117 Capel Street North Melbourne VIC 3051	Customer Service Officer
Branch Executive Member	Carita Kazakoff	Level 1, 117 Capel Street North Melbourne VIC 3051	Solicitor
Branch Executive Member	Lindsay Hesketh	Level 1, 117 Capel Street North Melbourne VIC 3051	Project Officer
Branch Executive Member	Steve McInerney	Level 1, 117 Capel Street North Melbourne VIC 3051	Freight Operations Clerk

OFFICE	NAME	ADDRESS	OCCUPATION
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### **National Executive Representatives**

First National Executive Representative/ National Conference Delegate	Ingrid Stitt	Level 1, 117 Capel Street North Melbourne VIC 3051	Union official
Alternate National Executive Representative	Vicki Rogers	Level 1, 117 Capel Street North Melbourne VIC 3051	Legal Assistant
Second National Executive Representative /National Conference Delegate	David Leydon	Level 1, 117 Capel Street North Melbourne VIC 3051	Union Official

### **Branch Conference Delegates**

Branch Conference Delegate – Private Sector	Enrico Burgio	Level 1, 117 Capel Street North Melbourne VIC 3051	Solicitor
Branch Conference Delegate – Private Sector	Susan Charteris	Level 1, 117 Capel Street North Melbourne VIC 3051	Clerk
Branch Conference Delegate – Private Sector	Margarita Ciuffardi	Level 1, 117 Capel Street North Melbourne VIC 3051	Clerk
Branch Conference Delegate – Private Sector	Jacqueline Phillips	Level 1, 117 Capel Street North Melbourne VIC 3051	Call Centre Operator
Branch Conference Delegate – Private Sector	Matthew Wilson	Level 1, 117 Capel Street North Melbourne VIC 3051	Solicitor
Branch Conference Delegate – Private Sector	Jacqueline Gadsby	Level 1, 117 Capel Street North Melbourne VIC 3051	Call Centre Operator
Branch Conference Delegate – Private Sector	Helen Grover	Level 1, 117 Capel Street North Melbourne VIC 3051	Administrative Team Leader
Branch Conference Delegate – Private Sector	Hanna Weist	Level 1, 117 Capel Street North Melbourne VIC 3051	Clerk
Branch Conference Delegate – Private Sector	Faye Parker	Level 1, 117 Capel Street North Melbourne VIC 3051	Cash Handler
Branch Conference Delegate – Private Sector	Robyn Wellington	Level 1, 117 Capel Street North Melbourne VIC 3051	Call Centre Operator
Branch Conference Delegate - Airlines	Helen Mair	Level 1, 117 Capel Street North Melbourne VIC 3051	Customer Service Officer
Branch Conference Delegate - Airlines	Anita Mortellaro	Level 1, 117 Capel Street North Melbourne VIC 3051	Call Centre Consultant
Branch Conference Delegate - Airlines	Jaclyn Rush	Level 1, 117 Capel Street North Melbourne VIC 3051	Call Centre Consultant
Branch Conference Delegate - Airlines	Denis Leetham	Level 1, 117 Capel Street North Melbourne VIC 3051	Customer Service Officer
Branch Conference Delegate - Airlines	Michael Diss	Level 1, 117 Capel Street North Melbourne VIC 3051	Customer Service Officer
Branch Conference Delegate - Airlines	Jonathan Mawer	Level 1, 117 Capel Street North Melbourne VIC 3051	Customer Service Officer

### **National Conference Delegates**

National Conference Delegate	Alan Hall	Level 1, 117 Capel Street North Melbourne VIC 3051	Customer Service Officer
National Conference Delegate	Amanda Dando	Level 1, 117 Capel Street North Melbourne VIC 3051	Customer Service Officer
National Conference Delegate	Lindsay Hesketh	Level 1, 117 Capel Street North Melbourne VIC 3051	Project Officer
National Conference Delegate	Vicki Rogers	Level 1, 117 Capel Street North Melbourne VIC 3051	Legal Assistant
National Conference Delegate	Enza Peers	Level 1, 117 Capel Street North Melbourne VIC 3051	Call centre operator
National Conference Delegate	Carita Kazakoff	Level 1, 117 Capel Street North Melbourne VIC 3051	Solicitor
National Conference Delegate	Steve McInerney	Level 1, 117 Capel Street North Melbourne VIC 3051	Freight Operations Clerk

First Alternate National Conference Representative	Sharon Sanchez	Level 1, 117 Capel Street North Melbourne VIC 3051	Union Organiser
Second Alternate National Conference Delegate	Kassey Dickie	Level 1, 117 Capel Street North Melbourne VIC 3051	Union Organiser
Third Alternate National Conference Delegate	Matt Norrey	Level 1, 117 Capel Street North Melbourne VIC 3051	Union Organiser

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

**THE NAME & ADDRESS OF THE BRANCH**

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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)



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

**Notification of New Branches**

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Name of Branch, which commenced operations during the previous 12 months.	N/A
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**Australian Municipal, Administrative, Clerical and Services Union –  
Victorian Private Sector Branch**

**Notification of Closure of Branch**

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Name of Branch, which ceased operations during the previous 12 months.	N/A
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## Australian Municipal, Administrative, Clerical and Services Union – Victorian Private Sector Branch

**Notification of Elections of the following offices that must, under the rules of the organisation, be held during the year commencing 1 January 2011 as required by [s230(1)(d) and reg. 147(e)]**

<p>Elections that must be held, under the rules of the organisation, during the year commencing 1 January 2011.</p>	<p>Branch President</p> <p>Branch Vice President (Women)</p> <p>Branch Secretary/First National Executive Representative/National Conference Delegate</p> <p>Assistant Branch Secretary/Second National Executive Representative/National Conference Delegate</p> <p>Branch Executive members (3) Branch Executive members (Women)(3)</p> <p>Branch Conference Delegates for each of the following Industry Divisions:</p> <ul style="list-style-type: none"> <li>• Airlines Branch (6) (3 of whom shall be women)</li> <li>• Private Sector Branch (10) (5 of whom shall be women)</li> </ul> <p>Alternate National Executive Representative</p> <p>National Conference Delegates (7)</p> <p>First Alternate National Conference Delegate</p> <p>Second Alternate National Conference Delegate</p> <p>Third Alternate National Conference Delegate</p>
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**Australian Municipal, Administrative, Clerical and Services Union –  
Victorian Private Sector Branch**

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

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**FOR 31 DECEMBER, 2011**

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

6377

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Number of members who are “ineligible State members” within the  
meaning of s150 of the Act.

N/A