



15 May 2014

Ingrid Stitt
Branch Secretary
Australian Services Union - Victorian Private Sector Branch
P.O. Box 324
North Melbourne VIC 3051

via e-mail: istitt@asupsvic.org

Dear Ms Stitt

**Australian Services Union - Victorian Private Sector Branch (ASU-VIC)
Financial Report for the year ended 30 June 2013 - FR2013/383**

I acknowledge receipt of supplementary information on 13 May 2014 addressing the issues raised in the FWC letter dated 17 April 2014.

The financial report has now been filed. You are not required to take any further action in respect of the report lodged. However, please note that the ASU-VIC financial return for 2013-14 will likely be subject to an advanced review by the FWC.

If you have any queries regarding this letter, please contact me on (03) 8661 7675 or via email at ken.morgan@fwc.gov.au

Yours sincerely

Ken Morgan
Financial Reporting Advisor
Regulatory Compliance Branch

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

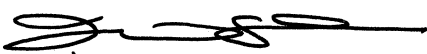
COMMITTEE OF MANAGEMENT STATEMENT

On 17th September 2013 the Committee of Management of the Australian Services Union – Victorian Private Sector Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30th June 2013:

The Committee of Management declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the General Manager of Fair Work Australia;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the Fair Work (Registered Organisations) Act 2009 and the Fair Work (Registered Organisations) Regulations 2009; and
 - (iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
 - (v) the information sought in any request of a member of the reporting unit or the General Manager of FWA duly made under section 272 of the Fair Work (Registered Organisations) Act 2009 has been furnished to the member or the General Manager of FWA; and
 - (vi) there has been compliance with any order for inspection of financial records made by Fair Work Australia under section 273 of the Fair Work (Registered Organisations) Act 2009.
- (f) in relation to recovery of wages activity:
 - (i) there has been no such activity undertaken by the reporting unit.

For Committee of management: Ingrid Stitt
Title of Office held: Branch Secretary

Signature: 
Date: 17 / 9 / 13

AUSTRALIAN SERVICES UNION

VICTORIAN PRIVATE SECTOR BRANCH

DESIGNATED OFFICER'S CERTIFICATE

I, **Ingrid Stitt** being the Secretary of the Australian Services Union – Victorian Private Sector Branch certify:

- that the documents lodged herewith are copies of the full report, referred to in section 268 of the Fair Work (Registered Organisations) Act 2009; and
- that the full report was provided to members on 18th day of October 2013; and
- that the full report was presented to a meeting of the Committee of Management of the reporting unit on 19th day of November 2013 in accordance with section 266 of the Fair Work (Registered Organisations) Act 2009.

Signature:



Date: 22 November 2013

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**OPERATING REPORT
FOR THE YEAR ENDED 30TH JUNE 2013**

In accordance with sec. 254 of the Fair Work (Registered Organisations) Act 2009, your Committee of Management report as follows:

Principal Activities

The principal activities of the Branch during the financial year ended 30 June 2013 were:

- to uphold the rights of organised labour, to improve, protect and foster the best interests of members and to subscribe to and/or co-operate with a policy of improving the cultural and living standards of members;
- to watch over, improve, foster and protect the interests of members; and to obtain and maintain for members reasonable hours of work and fair wages and industrial conditions.

No significant change occurred in the nature of those activities during the year.

Operating Result

The operating result of the Branch for the year ended 30th June 2013 was a surplus of \$185,687. No provision for tax was necessary as the Branch is considered exempt.

The main reasons for the operating result are –

- Directors fees received
- Increase in industrial campaign and legal expenditure
- Increase in membership numbers

Significant Changes

There was no significant change in the financial affairs of the Branch during the year.

Rights of Members

All members of the Union have the right to resign from the Union in accordance with Rule 32 of the Union Rules, (and Fair Work (Registered Organisations) Act 2009); namely, by providing written notice addressed and delivered to the Secretary of the Branch, including via email.

Superannuation Office-holders

The following officers and/or employees of the Branch are directors of companies that are trustees of superannuation funds which require one or more of their directors to be a member of a registered organisation –

<u>Officer / Employee:</u>	<u>Trustee Company:</u>	<u>Name of Entity / Scheme:</u>	<u>Position:</u>
Vicki Rogers	L.I.S. Pty Limited	Legal Industry Superannuation Scheme	Director

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**OPERATING REPORT
FOR THE YEAR ENDED 30TH JUNE 2013 (CONTINUED)**

Company Directors and Members of Boards

The following officers and/or employees of the Branch are directors of companies or members of boards -

<u>Officer/Employee:</u>	<u>Company/Board:</u>	<u>Principal Activity:</u>	<u>Criteria:</u>
Ingrid Stitt	Business Skills Victoria	Advice provider for training demand	Nominated by Branch
Lindsay Hesketh	Island Hotels Ltd	Hotel operation	Private company

Other Prescribed Information (continued)

In accordance with Regulation 159 of the Fair Work (Registered Organisations) Regulations 2009 –

- (a) the number of persons that were at the end of the financial year recorded in the register of members for sec. 230 of the Fair Work (Registered Organisations) Act 2009 and who are taken to be members of the Branch under sec. 244 of the Fair Work (Registered Organisations) Act 2009 was 5,912;
- (b) the number of persons who were at the end of the financial year employees of the Branch including both full-time and part-time employees measured on a full-time equivalent basis was 11.34;
- (c) the names of those who have been members of the Committee of Management of the Branch at any time during the financial year and the period for which he or she held office were –

Name:		Period:
Vicki Rogers	Branch President	1/7/12 to 30/6/13
Enza Peers	Branch Vice President	1/7/12 to 30/6/13
Ingrid Stitt	Branch Secretary	1/7/12 to 30/6/13
David Leydon	Assistant Branch Secretary	1/7/12 to 30/6/13
Alan Hall	Committee Member	1/7/12 to 30/6/13
Lindsay Hesketh	Committee Member	1/7/12 to 30/6/13
Steve McInerney	Committee Member	1/7/12 to 30/6/13
Amanda Dando	Committee Member	1/7/12 to 30/6/13
Robyn Bull	Committee Member	1/7/12 to 30/6/13
Carita Kazakoff	Committee Member	1/7/12 to 30/6/13

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**OPERATING REPORT
FOR THE YEAR ENDED 30TH JUNE 2013 (CONTINUED)**

Other relevant Information

Nil

Signed for and on behalf of the Committee of Management –

Date: 17/9/13



Branch Secretary

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30TH JUNE 2013**

Registered Address:

LEVEL 1, 117-131 CAPEL STREET
NORTH MELBOURNE, VICTORIA, 3051

Tel: (03) 9320-6700

Fax: (03) 9320-6799

Contents:

Statement of Comprehensive Income
Statement of Financial Position
Statement of Changes in Equity
Cash Flow Statement
Notes to and Forming Part of the Financial Statements
Operating Report
Committee of Management Statement
Independent Audit Report

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30TH JUNE 2013**

	Year Ended 30/6/13 \$	Year Ended 30/6/12 \$
<u>INCOME</u>		
Membership Contributions	\$1,819,474	\$1,761,267
Interest Received	\$54,149	\$61,827
Directors Fees Received	\$59,240	-
Sundry Income	\$81,143	\$44,472
Total Income	\$2,014,006	\$1,867,566
<u>LESS EXPENDITURE</u>		
Accountancy Fees	\$1,100	\$2,427
Advertising	\$2,009	\$5,263
<u>Affiliation Fees</u>		
- Australian Labor Party	\$27,426	\$27,050
- Victorian Trades Hall Council	\$23,673	\$22,575
- Bendigo Trades & Labour Council	\$200	\$373
- Geelong Trades & Labour Council	\$1,352	\$1,336
- Gippsland Trades & Labour Council	\$153	\$142
- South West Trades & Labour Council	\$343	\$273
- Australia Asia Worker Links	-	\$182
- Australia Palestine Advocacy Network	-	\$364
Audit Fees	\$15,750	\$15,450
Bank Charges	\$16,580	\$15,108
Capitation Fees	\$139,292	\$142,977
Commission	\$3,388	\$3,709
Computer Expenses	\$25,926	\$16,963
Conference Expenses - Branch & National	\$6,241	\$6,862
Delegate Conference Expenses	\$366	\$5,186
Delegate & Executive Expenses	\$4,635	\$6,815
Depreciation	\$14,484	\$18,079
Donations	\$12,585	\$3,856
Fringe Benefits Tax - Officers	\$2,258	\$1,710
Fringe Benefits Tax - Staff	\$7,425	\$7,281
General Expenses	\$53,418	\$36,967
Industrial Campaign Expenses	\$25,094	\$2,409
Industry Division Levy	\$19,064	\$19,112
Insurance	\$10,581	\$5,186
Journal & Newsletter Expenses	\$24,233	\$20,203
Legal Costs	\$66,216	\$26,259
Loss on Disposal of Non-Current Assets	\$2,282	\$583
Member Training	\$8,826	\$8,044
Motor Vehicle Expenses	\$88,035	\$95,563
Organiser Expenses	\$8,541	\$5,245
Parking Fees	\$8,658	\$7,227
Payroll Tax	\$46,514	\$49,786

The accompanying notes form part of these financial statements.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30TH JUNE 2013**

	Year Ended 30/6/13. \$	Year Ended 30/6/12 \$
Photocopier Charges	\$13,348	\$7,107
Postage	\$12,775	\$12,154
Printing & Stationery	\$24,524	\$17,059
Provision for Accrued Annual Leave Expense - Officers	\$655	\$3,210
Provision for Accrued Annual Leave Expense - Staff	\$12,448	(\$25,195)
Provision for Long Service Leave Expense - Officers	\$1,912	\$4,431
Provision for Long Service Leave Expense - Staff	(\$5,481)	(\$35,683)
Rent & Outgoings	\$62,980	\$61,378
Repairs & Maintenance	\$1,176	\$62
Salaries & Allowances - Officers	\$212,096	\$180,449
Salaries & Allowances - Staff	\$667,744	\$611,250
Staff Amenities	\$2,683	\$3,481
Staff Training	\$2,845	\$2,052
Subscriptions	\$10,693	\$21,479
Superannuation - Officers	\$25,770	\$22,732
Superannuation - Staff	\$84,976	\$78,329
Telephone	\$23,364	\$24,412
Workcover	\$7,163	\$8,834
Total Expenditure	\$1,828,319	\$1,578,106
SURPLUS/(DEFICIT) FOR YEAR BEFORE ABNORMAL ITEM	\$185,687	\$289,460
ABNORMAL ITEM		
Redundancy & Leave Payments to Terminated Employees	-	\$268,838
SURPLUS/(DEFICIT) FOR YEAR AFTER ABNORMAL ITEM	\$185,687	\$20,622
OTHER COMPREHENSIVE INCOME		
Other Comprehensive Income	-	-
TOTAL COMPREHENSIVE INCOME FOR THE YEAR	\$185,687	\$20,622

The accompanying notes form part of these financial statements.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2013**

	2013 \$	2012 \$
<u>MEMBERS' FUNDS</u>		
Accumulated Funds	<u>\$1,143,153</u>	<u>\$957,466</u>
 <i>represented by:</i>		
<u>CURRENT ASSETS</u>		
Cash on Hand	\$103	\$324
Movie Tickets on Hand	\$16,582	\$7,388
Cash at Bank - Private Sector Account	\$141,919	\$218,929
Cash at Bank - Members Equity Savings Account	\$251,056	\$64,765
Bank Bills & Deposits	\$958,209	\$913,450
Sundry Debtors	\$45,039	\$28,232
Other Debtor - ASU National Office	\$280	-
Interest Receivable	\$1,794	\$1,226
Prepayments	<u>\$2,325</u>	<u>\$2,854</u>
Total Current Assets	\$1,417,307	\$1,237,168
<u>FIXED ASSETS</u>		
Computer Equipment	\$74,779	\$107,400
Less: Accumulated Depreciation	<u>\$64,788</u>	<u>\$95,678</u>
	\$9,991	\$11,722
Motor Vehicles	\$49,195	\$49,195
Less: Accumulated Depreciation	<u>\$30,557</u>	<u>\$25,203</u>
	\$18,638	\$23,992
Office Furniture & Equipment	\$76,720	\$77,432
Less: Accumulated Depreciation	<u>\$64,437</u>	<u>\$63,679</u>
	<u>\$12,283</u>	<u>\$13,753</u>
Total Fixed Assets	\$40,912	\$49,467
TOTAL ASSETS	<u>\$1,458,219</u>	<u>\$1,286,635</u>

The accompanying notes form part of these financial statements.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2013**

	2013 \$	2012 \$
<u>CURRENT LIABILITIES</u>		
Sundry Creditors & Accruals	\$66,840	\$97,882
Other Creditor - ASU National Office	\$511	\$17,184
Legal Fees Payable	-	\$2,033
GST Payable	\$31,368	\$5,259
Provision for Accrued Annual Leave - Officers	\$33,155	\$32,500
Provision for Accrued Annual Leave - Staff	\$50,807	\$38,358
Provision for Long Service Leave - Officers	\$54,067	\$52,154
Provision for Long Service Leave - Staff	\$66,673	\$71,548
<i>Total Current Liabilities</i>	\$303,421	\$316,918
<u>NON-CURRENT LIABILITIES</u>		
Provision for Long Service Leave - Staff	\$11,645	\$12,251
<i>Total Non-Current Liabilities</i>	\$11,645	\$12,251
TOTAL LIABILITIES	\$315,066	\$329,169
<u>NET ASSETS</u>	\$1,143,153	\$957,466

The accompanying notes form part of these financial statements.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30TH JUNE 2013**

	Retained Profits \$	Total \$
Balance at 1 July 2011	936,844	936,844
Surplus/(Deficit) for year	20,622	20,622
	<hr/>	<hr/>
Balance at 30 June 2012	957,466	957,466
	<hr/>	<hr/>
Balance at 1 July 2012	957,466	957,466
Surplus/(Deficit) for year	185,687	185,687
	<hr/>	<hr/>
Balance at 30 June 2013	1,143,153	1,143,153
	<hr/>	<hr/>

The accompanying notes form part of these financial statements.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2013**

	NOTE	Year Ended 30/6/13 \$	Year Ended 30/6/12 \$
CASH INFLOW/(OUTFLOW) FROM OPERATING ACTIVITIES	6		
Receipts:			
Membership Fees		1,824,852	1,776,061
Interest Received		53,581	62,106
Directors Fees Received		35,105	-
Receipts from Other Branches		3,484	649
Other Receipts		76,054	53,201
GST Collected		41,236	49,484
		<u>2,034,312</u>	<u>1,941,501</u>
Payments:			
Affiliation Fees		(58,738)	(58,444)
Salaries & Related Payments		(993,536)	(924,840)
Capitation Payments		(139,292)	(178,856)
Payments to Other Branches		(88,323)	(78,493)
Redundancy & Leave Payments to Terminated Employees		(-)	(268,838)
Other Payments		(546,547)	(463,273)
GST Paid		(45,846)	(44,468)
		<u> </u>	<u> </u>
Net Cash Provided By/(Used In) Operating Activities		<u>162,030</u>	<u>(75,711)</u>
CASH INFLOW/(OUTFLOW) FROM NON-OPERATING ACTIVITIES			
Proceeds:			
Sale of Fixed Assets		-	-
Payments:			
Purchase of Fixed Assets		(8,211)	(6,863)
Purchase of Bank Bills		(44,759)	(55,085)
		<u> </u>	<u> </u>
Net Cash Provided By/(Used In) Non-Operating Activities		<u>(52,970)</u>	<u>(61,948)</u>
Net Increase/(Decrease) In Cash Held		109,060	(137,659)
Add: Cash Held 1 st July 2012		284,018	421,677
CASH HELD 30TH JUNE 2013		<u>393,078</u>	<u>284,018</u>

The accompanying notes form part of these financial statements.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2013**

	NOTE	Year Ended 30/6/13 \$	Year Ended 30/6/12 \$
	6		
REPRESENTED BY:			
Cash on Hand		103	324
Cash at Bank:			
- General Account		141,919	218,929
- Members Equity Savings Account		251,056	64,765
		<u>393,078</u>	<u>284,018</u>
		<u><u>393,078</u></u>	<u><u>284,018</u></u>

The accompanying notes form part of these financial statements.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2013**

1. STATEMENT OF ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards including Australian Accounting Interpretations and the reporting and disclosure requirements of the Fair Work (Registered Organisations) Act 2009. The financial statements are presented in Australian dollars.

The following is a summary of the material accounting policies adopted by the Union in the preparation of the financial report which, unless otherwise stated, have been consistently applied:-

(a) Basis of Accounting

The financial report has been prepared on the basis of historical costs and does not take into account changing money values or, except where otherwise stated, current valuations of fixed assets.

All income and expenditure of the Union has been brought to account on an accruals basis of accounting so as to match income for the period with expenditure incurred in earning that income.

(b) Employee Leave Entitlements

Provision has been made in the financial report for the Union's liability for accrued annual leave and long service leave arising from services rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries, annual and long service leave which will be settled after one year, have been measured at their nominal amount. Other employee entitlements payable later than one year have been measured at their expected present value of the estimated future cash outflows to be made for those entitlements.

(c) Income Tax

No provision has been made in the financial report for income tax on the basis that the Union is exempt under Section 50-15 of the Income Tax Assessment Act 1997.

(d) Fixed Assets

Fixed assets are stated in the financial report at historical cost less, where applicable, any accumulated depreciation.

The carrying amount of all non-current assets is reviewed to ensure that the amount at which each asset is recorded does not exceed its recoverable amount. Fixed assets are depreciated on a diminishing value basis over the period of their estimated effective lives.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2013 (Continued)**

(e) Comparatives

Where necessary, comparative information has been reclassified to achieve consistency in disclosure with current financial year information and other disclosures.

(f) Goods & Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the assets or as part of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

(g) Other Disclosure Requirements under Sec 253

There were no penalties imposed on the reporting unit under the Act or Regulations during the reporting period.

2. FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272, which reads –

- (1) A member of a reporting unit, or the General Manager of FWA, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under subsection (1).

3. CONTINGENT LIABILITIES

The members of the Committee of Management are unaware of any contingent liability, the effect of which may be material in relation to the financial report.

4. EVENTS SUBSEQUENT TO BALANCE DATE

No event has arisen subsequent to balance date, the effect of which may be material in relation to the financial report.

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2013 (Continued)**

5. AUDITORS' REMUNERATION

	30/6/13	30/6/12
	\$	\$
Auditing of the Accounts	15,750	15,450
Accountancy Services	1,100	2,427
Auditors' Remuneration	16,850	17,877

**6. RECONCILIATION OF CASH INFLOW/(OUTFLOW) FROM
OPERATING ACTIVITIES WITH OPERATING SURPLUS/(DEFICIT)
FOR YEAR**

	Year Ended 30/6/13	Year Ended 30/6/12
	\$	\$
Operating Surplus/(Deficit) for Year	185,687	20,622
ADD: Back Non Cash Flow Items:		
Depreciation	14,484	18,079
Loss on Disposal of Non-Current Assets	2,282	583
Accrued Annual Leave and Long Service Leave	9,534	(53,237)
	<u>211,987</u>	<u>(13,953)</u>
Change in Assets & Liabilities:		
(Increase)/Decrease in Movie Tickets on Hand	(9,194)	(7,388)
(Increase)/Decrease in Sundry Debtors	(16,807)	34,600
(Increase)/Decrease in Other Debtors – ASU National Office	(280)	-
(Increase)/Decrease in Interest Receivable	(568)	279
(Increase)/Decrease in Prepayments	529	(1,034)
Increase/(Decrease) in Sundry Creditors & Accruals	(31,040)	(22,047)
Increase/(Decrease) in Other Creditor – ASU National Office	(16,673)	(45,379)
Increase/(Decrease) in Legal Fees Payable	(2,033)	2,033
Increase/(Decrease) in GST Payable	26,109	(22,822)
Net Cash Provided By/(used In) Operating Activities	162,030	(75,711)

**AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2013 (Continued)**

7. RELATED PARTY DISCLOSURES

- (i) The following persons have held office in the Union during the year ended 30th June 2013:

Vicki Rogers	-	Branch President
Enza Peers	-	Branch Vice President
Ingrid Stitt	-	Branch Secretary
David Leydon	-	Assistant Branch Secretary
Alan Hall	-	Committee Member
Lindsay Hesketh	-	Committee Member
Steve McInerney	-	Committee Member
Amanda Dando	-	Committee Member
Robyn Bull	-	Committee Member
Carita Kazakoff	-	Committee Member

- (ii) The aggregate amount of remuneration paid to elected persons during the financial year is disclosed in the Statement of Comprehensive Income under Salaries & Allowances – Officers.

The aggregate amount paid during the financial year to a superannuation plan in connection with the retirement of elected persons is disclosed in the Statement of Comprehensive Income under Superannuation – Officers.

- (iii) There were no other transactions between the officers of the Union other than those relating to their membership of the Union and the reimbursement by the Union in respect of expenses incurred by them in the performance of their duties. Such transactions have been on conditions no more favourable than those which it is reasonable to expect would have been adopted by parties at arm's length.

**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

We have audited the accompanying general purpose financial report of the Australian Services Union – Victorian Private Sector Branch for the year ended 30th June 2013 comprising Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity, Cash Flow Statement, Notes to and Forming Part of the Financial Statements and Committee of Management Statement.

Committee of Management’s Responsibility for the Financial Report

The Union’s Committee of Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the Fair Work (Registered Organisations) Act 2009 and for such internal control as the Committee determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor’s judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF AUSTRALIAN SERVICES UNION
VICTORIAN PRIVATE SECTOR BRANCH**

Audit Opinion

In our opinion the financial report presents fairly, in all material respects, the financial position as at 30 June 2013 and of its financial performance and cash flows for the year then ended in accordance with Australian Accounting Standards and the Fair Work (Registered Organisations) Act 2009.

Signed at Melbourne, this 17th day of September, 2013.

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Certified Practising Accountants.



David James Eddy, CPA
Registered Company Auditor.
Holder of a Current Public Practice Certificate