



24 June 2019

Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: industrial@anmf.org.au

cc: Victorian Branch bmegennis@anmfvic.asn.au, New South Wales Branch gensec@nswnma.asn.au, and Northern Territory Branch fedsec@anmf.org.au

Dear Federal Secretary

**Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2018/91)**

I acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
17 December 2018	NSW	Branch Councillor	Yes
21 December 2018	VIC	Branch Councillor (2)	Yes
7 January 2019	VIC	Branch Councillor	No
9 January 2019	NT	Councillor	Yes

**Time frames**

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

**Late notification**

The notification from your organisation indicates that changes occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring.

GPO Box 2983, Melbourne VIC 3001  
Telephone: 1300 341 665 | Email: regorgs@roc.gov.au  
Website: [www.roc.gov.au](http://www.roc.gov.au)

## **Officer Induction Kit**

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

## **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

## **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe. Further information about training is provided in our [officer financial training fact sheet](#).

Thank you for your correspondence.

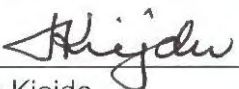
Yours faithfully,

**Astrid Glenister**  
**Registered Organisations Commission**

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Judith Kiejda, acting Branch Secretary of the Australian Nursing and Midwifery Federation New South Wales Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A change to office and the name, postal address and occupation of person holding office is attached to this declaration at Annexure A and forms part of this declaration.

Signed:   
Judith Kiejda  
Acting Branch Secretary  
Australian Nursing and Midwifery Federation NSW Branch

Dated:

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

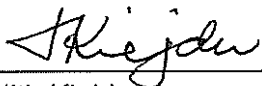
## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Officer Holder	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
NSW Branch	17/12/2018	Branch Councillor	Vacancy (notified on 7/12/18)	Casual Vacancy	Sylvia Moon	C/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse

Signed: \_\_\_\_\_



Judith Kiejda

Acting Branch Secretary


Australian Nursing and Midwifery Federation NSW Branch

Dated:

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, being the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 

Dated: 18 December 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Reason for change</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
Victoria	13.12.2018	Branch Councillor	N/A	Fill casual vacancy	Carol Munro	PO Box 12600 A'Beckett Street MELBOURNE VIC 8006	Registered nurse / midwife
Victoria	13.12.2018	Branch Councillor	N/A	Fill casual vacancy	Tara Nipe	PO Box 12600 A'Beckett Street MELBOURNE VIC 8006	Registered nurse / midwife

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Paul Gilbert, being the Assistant Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch) ("ANMF"), declare the following:

1. I am authorised to make this declaration pursuant to rule 82.1.2 of the ANMF.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Dated:

7 January 2019

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

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Victoria	30/09/2018	Branch Councillor	Anita Stirling	Resignation	N/A	N/A	N/A



**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Yvonne Falckh being the Branch Secretary of the Australian Nursing and Midwifery Federation, Northern Territory Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed : 

Dated : 9<sup>th</sup> January 2019

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

**ANNEXURE A**

**THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE**

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>ANMF NT</i>	<i>09/01/2019</i>	<i>Councillor</i>	<i>Elizabeth Ferrier</i>		<i>PO Box 42533 Casuarina NT</i>	<i>Registered Nurse</i>



24 June 2019

Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: industrial@anmf.org.au

cc: Tasmanian Branch enquiries@anmftas.org.au, Western Australian Branch  
anf@anfiuwp.org.au, and Victorian Branch bmegennis@anmfvic.asn.au

Dear Federal Secretary

**Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2018/91)**

I acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
7 February 2019	Tasmanian Branch	Branch Councillor	Yes
2 April 2019	Victorian Branch	Branch Executive	Yes
13 December 2018	Western Australian Branch	Branch Executive Committee Member, Branch Councillor (3)	Yes

**Time frames**

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

**Officer Induction Kit**

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific

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duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

### **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

### **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe. Further information about training is provided in our [officer financial training fact sheet](#).

Thank you for your correspondence.

Yours faithfully,

**Astrid Glenister**  
**Registered Organisations Commission**

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

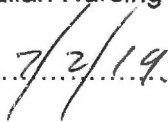
I, James Lloyd, being the Branch President of the Australian Nursing and Midwifery Federation (Tasmanian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: .....

  
James Lloyd  
Branch President  
Australian Nursing and Midwifery Federation (Tasmanian Branch)

Dated: .....

  
7/2/19

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

**ANNEXURE A**

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>Tasmania</i>	<i>17/01/2019</i>	<i>Branch Councillor</i>	<i>Deanna Butler</i>	<i>vacant</i>	<i>-</i>	<i>n/a</i>

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, being the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 

Dated: 1/4/2019

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

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<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Reason for change</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b> (for privacy reasons, we recommend NOT a private address)	<b>Occupation of <u>New</u> Office Holder</b>
Victoria	27/03/2019	Branch Executive	Jacqueline Kriz	Resignation	N/A	N/A	N/A



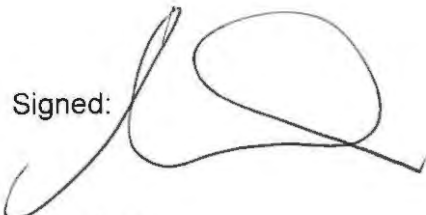
**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Mark Olson, being the Secretary of the Australian Nursing and Midwifery Federation WA Branch,  
declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:

A list of changes to offices and the names, postal address and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Mark Olson

Branch Secretary

Dated:

13/12/18

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

**ANNEXURE A**

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Changes to Offices and Office Holders in the Organisation and its Branches:

[Please note:

- *delete the italicised information: this is instructional or provided by way of example only*
- *the ROC must be notified within 35 days of the change*
- *the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change*
- *a notification of a person leaving office and a notification of person filling the vacant office may need to be lodged separately if the appointment or election process takes longer than 35 days.]*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
WA	30/11/2018	<i>Branch Executive Committee Member</i>	<i>Kerry Lee</i>	<i>Loreta Murphy</i>	<i>C/- ANMF 260 Pier Street Perth 6000</i>	<i>Registered Nurse</i>
WA	30/11/2018	<i>Branch Councillor</i>	<i>Loreta Murphy</i>	<i>Kerry Lee</i>	<i>C/- ANMF 260 Pier Street Perth 6000</i>	<i>Registered Nurse; Registered Midwife</i>
WA	30/11/2018	<i>Branch Councillor</i>	<i>Natalie Tai</i>			
WA	30/11/2018	<i>Branch Councillor</i>	<i>NA – casual vacancy</i>	<i>Vincent Mazoue</i>	<i>C/- ANMF 260 Pier Street Perth 6000</i>	<i>Registered Nurse</i>



17 December 2018

Ms Elizabeth Dabars  
Branch Secretary  
Australian Nursing and Midwifery Federation, South Australia Branch  
By e-mail: [enquiry@anmfsa.org.au](mailto:enquiry@anmfsa.org.au)  
CC: Federal Office, [industrial@anmf.org.au](mailto:industrial@anmf.org.au)

Dear Ms Dabars,

### Notification of changes made to records [AR2018/91]

I acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation.

This information was lodged with the Registered Organisations Commission (**the ROC**) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009 (the RO Act)*.

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
10/12/2018	South Australia	President, Vice President, Council members (2)	Yes

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

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Website: [www.roc.gov.au](http://www.roc.gov.au)

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**Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

**Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for the notification.

Yours faithfully,


**Kylie Ngo**  
**Registered Organisations Commission**

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Elizabeth Dabars, being the Branch Secretary of the Australian Nursing and Midwifery Federation South Australian Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
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Signed:



.....

Dated:

..... 10 Dec 2018 .....

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

*Changes as a result of the scheduled election process (E2018/100) conducted by the Australian Electoral Commission*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
South Australia	1-12-18	President	Jocelyn Douglass	Gay Martin	c/- ANMF South Australian Branch 191 Torrens Road RIDLEYTON SA 5008	Registered Nurse
South Australia	1-12-18	Vice President	Gay Martin	Jocelyn Douglass	As above	Registered Nurse
South Australia	1-12-18	Council member	Matthew Huxter	David Copley	As above	Registered Nurse
South Australia	1-12-18	Council member	Vacant position	Nanette Lawson	As above	Registered Nurse



17 December 2018

Mr Brett Holmes  
Branch Secretary  
Australian Nursing and Midwifery Federation, New South Wales branch  
By e-mail: [gensec@nswnma.asn.au](mailto:gensec@nswnma.asn.au)  
CC: Federal office, [industrial@anmf.org.au](mailto:industrial@anmf.org.au)

Dear Mr Holmes,

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Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
07/12/2018	New South Wales	Branch President, Branch Executives (4), Branch Councillors (8), Branch Councillor – vacancy, Branch Councillors – abolished (2)	Yes

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

### Notification of changes of records

Section 233(2) of the RO Act requires registered organisations to lodge a notification of change with the ROC whenever any changes occur in relation to certain records. For a notification of change of office holders, if a person has been re-elected to the same office position as the result of an election, there is no need to provide that to us as it is not a change to a record.

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Telephone: 1300 341 665 | Email: [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)  
Website: [www.roc.gov.au](http://www.roc.gov.au)



I note that the Notification of change lodged with the ROC on 7 December 2018 from New South Wales branch includes some records which have already been provided to the ROC in the Annual Return lodged on 23 March 2018. In the future, please ensure to only notify us the changes of your records. For more information, please visit the ROC's [Notification of Change Fact Sheet](#).

### **Officer Induction Kit**

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

### **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

### **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for the notification.

Yours faithfully,

**Kylie Ngo**  
**Registered Organisations Commission**





IN REPLY PLEASE QUOTE: BH:LR:MV  
Ref: 18/0119

7 December 2018

Mr Mark Bielecki  
Registered Organisations Commissioner  
Registered Organisations Commission  
GPO Box 2983  
MELBOURNE VIC 3001

By Email: [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

Dear Commissioner

**Re: Australian Nursing and Midwifery Federation New South Wales Branch  
Notification of Changes to Office Holders s233(2) Fair Work (Registered  
Organisations) Act 2009**

Please be advised that a change of office holders has occurred at the Australian Nursing and Midwifery Federation NSW Branch (ANMF NSW Branch) due to the conduct of the scheduled and subsequent collegiate elections for Branch offices and office holders. Enclosed are the following documents in support of this change:-

1. Signed Declaration dated 7 December 2018,
2. A list of changes to the officers of the above named employee organisation as at 30 November 2018 is attached as Annexure A, and
3. A consolidated list of office holders is attached as Annexure B.

In addition, the Independent Returning Officer, Mr Neale Dawson will provide ROC with a formal declaration. We kindly request that this declaration not be published with voting numbers.

If you have any queries, please contact Liz Robinson, Compliance Officer on 02 8595 1256.

Yours sincerely

**BRETT HOLMES**

Branch Secretary

Australian Nursing and Midwifery Federation NSW Branch


Address all correspondence to: 50 O'Dea Avenue Waterloo NSW 2017

☎ (02) 8595 1234 • 1300 367 962 ☎ (02) 9662 1414 🌐 [www.nswnma.asn.au](http://www.nswnma.asn.au) ✉ [gensec@nswnma.asn.au](mailto:gensec@nswnma.asn.au)

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Brett Holmes, being the Branch Secretary of the Australian Nursing and Midwifery Federation New South Wales Branch declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.
  - This list follows the election results declaration from the Australian Electoral Commission (AEC) and the collegiate election conducted by Returning Officer, Mr Neale Dawson.

Signed:   
Brett Holmes  
Branch Secretary  
Australian Nursing and Midwifery Federation NSW Branch

Dated: 7/12/2018

**ANNEXURE A**

**THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE**

**Changes to Offices and Office Holders in the Organisation and its Branches:**

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
NSW	30.11.18	Branch Secretary		Brett Holmes (re-elected)	C/- 50 O'Dea Avenue Waterloo NSW 2017	Paid Official
NSW	30.11.18	Branch Assistant Secretary		Judith Kiejda (re-elected)	C/- 50 O'Dea Avenue Waterloo NSW 2017	Paid Official
NSW	30.11.18	Branch President	Coral Levett	O'Bray Smith	C/- 50 O'Dea Avenue Waterloo NSW 2017	Midwifery Unit Manager
NSW	30.11.18	Branch Vice President		Lorna Scott (re-elected)	C/- 50 O'Dea Avenue Waterloo NSW 2017	Nurse Practitioner
NSW	30.11.18	Branch Executive		Gary Clark (re-elected)	C/- 50 O'Dea Avenue Waterloo NSW 2017	Nurse Manager
NSW	30.11.18	Branch Executive		Kerry Rodgers (re-elected)	C/- 50 O'Dea Avenue Waterloo NSW 2017	Nursing Unit Manager
NSW	30.11.18	Branch Executive	Lyn Hopper	Michelle Cashman	C/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	30.11.18	Branch Executive	O'Bray Smith	Edward Makepeace	C/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	30.11.18	Branch Executive	n/a – new position	Elizabeth McCall	C/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	30.11.18	Branch Executive	n/a – new position	Suzanne White	C/- 50 O'Dea Avenue Waterloo NSW 2017	Enrolled Nurse
NSW	30.11.18	Branch Councillor		Julie Goss (re-elected)	C/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	30.11.18	Branch Councillor		Richard Noort (re-elected)	C/- 50 O'Dea Avenue Waterloo NSW 2017	Clinical Nurse Consultant
NSW	30.11.18	Branch Councillor		Michelle Straub (re-elected)	C/- 50 O'Dea Avenue Waterloo NSW 2017	Nurse Manager
NSW	30.11.18	Branch Councillor		Gil Wilson (re-elected)	C/- 50 O'Dea Avenue Waterloo NSW 2017	Clinical Nurse Specialist
NSW	30.11.18	Branch Councillor	Edward Makepeace	Lyn Hopper	C/- 50 O'Dea Avenue Waterloo NSW 2017	Nursing Unit Manager

NSW	30.11.18	Branch Councillor	Annette Alldrick	Wing Besilos	C/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	30.11.18	Branch Councillor	Susan Brazil	Erin Francis	C/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	30.11.18	Branch Councillor	Natalie Ellis	Jocelyn Hofman	C/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	30.11.18	Branch Councillor	Peg Hibbert	Diane Lang	C/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	30.11.18	Branch Councillor	Deborah Lang	Lauren Lye	C/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	30.11.18	Branch Councillor	Lucille McKenna	Meg Pendrick	C/- 50 O'Dea Avenue Waterloo NSW 2017	Enrolled Nurse
NSW	30.11.18	Branch Councillor	Debra Smith	Jill Telfer	C/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	30.11.18	Branch Councillor	Suzanne White	VACANT		
NSW	30.11.18	Branch Councillor	Michelle Cashman	n/a		
NSW	30.11.18	Branch Councillor	Elizabeth McCall	n/a		

Signed: Brett Holmes Date: 7/12/18

Brett Holmes  
Branch Secretary  
Australian Nursing and Midwifery Federation NSW Branch

## ANNEXURE B

THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

- Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
NSW Branch	Branch Secretary	Brett Holmes	c/- 50 O'Dea Avenue Waterloo NSW 2017	Union official
NSW Branch	Branch Assistant Secretary	Judith Kiejda	c/- 50 O'Dea Avenue Waterloo NSW 2017	Union official
NSW Branch	Branch President	O'Bray Smith	c/- 50 O'Dea Avenue Waterloo NSW 2017	Midwifery Unit Manager
NSW Branch	Branch Vice President	Lorna Scott	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nurse Practitioner
NSW Branch	Branch Executive Member	Michelle Cashman	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW Branch	Branch Executive Member	Gary Clark	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nurse Manager
NSW Branch	Branch Executive Member	Edward Makepeace	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW Branch	Branch Executive Member	<i>Elizabeth McCall</i>	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW Branch	Branch Executive Member	Kerry Rodgers	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nursing Unit Manager
NSW Branch	Branch Executive Member	Suzanne White	c/- 50 O'Dea Avenue Waterloo NSW 2017	Enrolled Nurse
NSW Branch	Branch Councillor	Wing Besilos	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW Branch	Branch Councillor	Erin Francis	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW Branch	Branch Councillor	Julie Goss	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW Branch	Branch Councillor	Jocelyn Hofman	c/- 50 O'Dea Avenue	Registered Nurse

NSW Branch	Branch Councillor	Lynette Hopper	Waterloo NSW 2017 c/- 50 O'Dea Avenue Waterloo NSW 2017	Nursing Unit Manager
NSW Branch	Branch Councillor	Diane Lang	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW Branch	Branch Councillor	Lauren Lye	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW Branch	Branch Councillor	<i>Richard Noort</i>	c/- 50 O'Dea Avenue Waterloo NSW 2017	Clinical Nurse Consultant
NSW Branch	Branch Councillor	Meg Pendrick	c/- 50 O'Dea Avenue Waterloo NSW 2017	Enrolled Nurse
NSW Branch	Branch Councillor	Michelle Straub	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nurse Manager
NSW Branch	Branch Councillor	Jill Telfer	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW Branch	Branch Councillor	Gil Wilson	c/- 50 O'Dea Avenue Waterloo NSW 2017	Clinical Nurse Specialist
NSW Branch	Branch Councillor	Vacant Position	c/- 50 O'Dea Avenue Waterloo NSW 2017	

Signed: *Brett Holmes* Date: *5/12/2018*

Brett Holmes  
Branch Secretary  
Australian Nursing and Midwifery Federation NSW Branch



17 December 2018

The Federal Secretary  
Australian Nursing and Midwifery Federation  
By e-mail: [industrial@anmf.org.au](mailto:industrial@anmf.org.au)

CC: Victoria branch, [records@anmfvic.asn.au](mailto:records@anmfvic.asn.au)  
Northern Territory branch, [secretary@anmfnt.org.au](mailto:secretary@anmfnt.org.au)  
Australian Capital Territory Branch, [anmfact@anmfact.org.au](mailto:anmfact@anmfact.org.au)  
Tasmanian Branch, [enquiries@anmftas.org.au](mailto:enquiries@anmftas.org.au)

Dear Federal Secretary,

**Notification of changes made to records [AR2018/91]**

I acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation.

This information was lodged with the Registered Organisations Commission (**the ROC**) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009 (the RO Act)*.

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
22/11/2018	Victoria	Branch Vice-President – name change	No – 17 days late
30/11/2018	Northern Territory	Branch Councillor – vacancy, Branch Vice-President, Branch Executive members (2), Branch Council members (2)	Yes
04/12/2018	Australian Capital Territory	Branch Executive members (2), Branch Councillors (2)	Yes
10/12/2018	Tasmania	Branch President, Branch Vice President, Branch Executive members (4), Branch Council members (9), Branch Council Members – vacancies (2)	Yes

## **Time frames**

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

## **Late notification**

The notification from your organisation indicates that changes occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring.

## **Officer Induction Kit**

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

## **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

## **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for the notifications.

Yours faithfully,

**Kylie Ngo**  
**Registered Organisations Commission**



**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Yvonne Falckh being the Branch Secretary of the Australian Nursing and Midwifery Federation, Northern Territory Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 

Dated : 30<sup>th</sup> November 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

**ANNEXURE A**

**THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE**

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
ANMF NT	29/11/2018	Councillor	Claudia Griffiths – did not nominate	nil	nil	nil
	30/11/18	Vice President		Amanda Gill	PO Box 42533, Casuarina, NT 0810	RN
	30/11/18	Executive		Mary Hill	PO Box 42533, Casuarina, NT 0810	EN
	30/11/18	Executive		Emil Tabbada	PO Box 42533, Casuarina, NT 0810	RN
	30/11/18	Council		Pauline Otieno	PO Box 42533, Casuarina, NT 0810	RN
	30/11/18	Council		Ruth Preuss	PO Box 42533, Casuarina, NT 0810	RN



**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Matthew David Daniel, being the Secretary of the Australian Nursing and Midwifery Federation, ACT Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:

Dated: 3 December 2018



ANNEXURE A: Changes to Offices and Office Holders – ANMF ACT Branch Elections

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
ACT	30/11/2018	Branch Executive Member	Vacant	Susana Lloyd (elected)	Unit 2/53 Dundas Crt Phillip ACT 2606	Registered Nurse
ACT	30/11/2018	Branch Executive Member	Vacant	Vanessa Hoban (elected)	Unit 2/53 Dundas Crt Phillip ACT 2606	Registered Nurse
ACT	30/11/2018	Branch Councillor	Susana Lloyd (elected to Branch Council Executive)	Rachel Backhouse (elected)	Unit 2/53 Dundas Crt Phillip ACT 2606	Registered Nurse
ACT	30/11/2018	Branch Councillor	Vanessa Hoban (elected to Branch Council Executive)	Claudia Corradini (elected)	Unit 2/53 Dundas Crt Phillip ACT 2606	Registered Nurse

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Emily Shepherd, being the Branch Secretary of the Australian Nursing and Midwifery Federation (Tasmanian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Emily Shepherd  
Branch Secretary  
Australian Nursing and Midwifery Federation (Tasmanian Branch)

Dated: 10 December 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Tasmania	30 November 2018	Branch President		James Lloyd	C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000	Registered Nurse
Tasmania	30 November 2018	Branch Vice President		Monica Werner	C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000	Registered Nurse
Tasmania	30 November 2018	Branch Executive Member		Kylie Atwell	C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000	Registered Nurse
Tasmania	30 November 2018	Branch Executive Member		Sarah Hill	C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000	Registered Nurse
Tasmania	30 November 2018	Branch Executive Member		Andrew Ostler	C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000	Registered Nurse
Tasmania	30 November 2018	Branch Executive Member		Astrid Tiefholz	C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000	Registered Nurse
Tasmania	30 November 2018	Branch Council Member		Deanna Butler	C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000	Registered Nurse
Tasmania	30 November 2018	Branch Council Member		Helen Evans	C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000	Registered Nurse
Tasmania	30 November	Branch Council Member		Anne Sands	C/- the Registered Organisation, 182 Macquarie Street, Hobart,	Registered Nurse

	<i>2018</i>				<i>Tasmania 7000</i>	
<i>Tasmania</i>	<i>30 November 2018</i>	<i>Branch Council Member</i>		<i>Roseanne O'Keeffe</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Nurse</i>
<i>Tasmania</i>	<i>30 November 2018</i>	<i>Branch Council Member</i>		<i>Grace Patten</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Nurse</i>
<i>Tasmania</i>	<i>30 November 2018</i>	<i>Branch Council Member</i>		<i>Katherine Loader</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Nurse</i>
<i>Tasmania</i>	<i>30 November 2018</i>	<i>Branch Council Member</i>		<i>Carole Scaife</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Midwife</i>
<i>Tasmania</i>	<i>30 November 2018</i>	<i>Branch Council Member</i>		<i>Tristan Streefland</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Nurse</i>
<i>Tasmania</i>	<i>30 November 2018</i>	<i>Branch Council Member</i>		<i>Kylie Stubbs</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Nurse</i>
<i>Tasmania</i>	<i>30 November 2018</i>	<i>Branch Council Member</i>	<i>Peter Fraser</i>			
<i>Tasmania</i>	<i>30 November 2018</i>	<i>Branch Council Member</i>	<i>Matthew Hunnibell</i>			

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, being the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Dated:

22/11/2018

**[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]**



## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

Branch	Date of Change	Name of Office	Former name of Office Holder	New name of Office Holder
Victoria	1/10/2018	Branch Vice-President	Jessica Maclean	Jessica Foley



19 November 2018

Ms Lisa Fitzpatrick  
Australian Nursing and Midwifery Federation-Victorian Branch  
lfitzpatrick@anmfvic.asn.au

CC: industrial@anmf.org.au

Dear Ms Fitzpatrick,

### Notification of changes made to records [AR2018/91]

I acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
15/11/2018	Victorian	Branch Councillor	Yes

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

### Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

**Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

**Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

**Christine Hibberd**  
**Registered Organisations Commission**

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, being the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 

Dated: 14/11/2018

**[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]**

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Reason for change</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)</b>	<b>Occupation of <u>New</u> Office Holder</b>
Victoria	13/11/2018	Branch Councillor	Kitsa Soulounias	Resignation	Marie Jones	PO Box 12600 A'Beckett Street Melbourne VIC 8006	Registered nurse/midwife



16 November 2018

Mr Mark Olson  
Australian Nursing and Midwifery Federation-Western Australian Branch  
anf@anfwa.asn.au  
CC: industrial@anmf.org.au

Dear Mr Olson,

### Notification of changes made to records [AR2018/91]

I acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
1-11-2018 Amendment 15-11-2018	Western Australia	Office of Vice President vacant	Yes

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

### Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please

direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

### **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

### **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

**Christine Hibberd**  
**Registered Organisations Commission**



ANMF WA Branch

260 Pier St Perth WA 6000

Phone (08) 6218 9444

Fax (08) 9218 9455

anmf@anmfwa.org.au

**Australian  
Nursing &  
Midwifery  
Federation**

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009**

I, Mark Olson, being the Secretary of the Australian Nursing and Midwifery Federation WA Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Fair Work (Registered Organisations) Act 2009:

Arrangements for an election for the vacant position of Vice President will be arrange in due course. The WA branch is in the process of grieving for a much loved and long serving Vice President and will arrange the election within a reasonable time period.

Signed:

Mark Olson WA ANMF Branch Secretary

Dated: 01/11/2018



**ANNEXURE A**

**THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE**

Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

[Please note:

- *delete the italicised information: this is instructional or provided by way of example only*
- *the ROC must be notified within 35 days of the change*
- *the 35 days begins at the earliest event (for instance when the officer retires) and **cannot be notified in advance** of the change*
- *a notification of a person leaving office and a notification of person filling the vacant office may need to be lodged separately if the appointment or election process takes longer than 35 days.]*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
WA	06/10/2018	<i>Vice President</i>	<i>Dianne Pember</i>	<i>Vacant</i>		



14 November 2018

The Federal Secretary  
Australian Nursing and Midwifery Federation  
industrial@anmf.org.au

CC: Victorian Branch, lfitzpatrick@anmfvic.asn.au  
QNU Branch, secretary@qnmua.org.au

Dear Federal Secretary,

### Notification of changes made to records [AR2018/91]

I acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
13/09/2018	Victoria	Branch Councillor	Yes
10/10/2018	Victoria	Branch Councillor vacancy	Yes
24/10/2018	Queensland NU	Branch Councillor	Yes

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

### Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please

direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

### **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

### **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

**Christine Hibberd**  
**Registered Organisations Commission**

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Elizabeth Mohle, being the Secretary of the Australian Nursing and Midwifery Federation QNMU Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:   
Elizabeth Mohle  
Australian Nursing and Midwifery Federation QNMU Branch Secretary

Dated: 23 October 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Australian Nursing and Midwifery Federation QNMU Branch	28 September 2018	Branch Councillor	Leanne Jiggins	-	-	-
Australian Nursing and Midwifery Federation QNMU Branch	19 October 2018	Branch Councillor	-	Michael Hall	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Midwife

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, being the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 

Dated: 10 October 2018

**[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]**

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

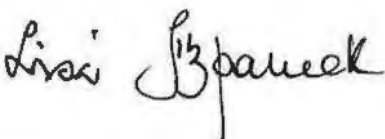
*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Reason for change</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)</b>	<b>Occupation of <u>New</u> Office Holder</b>
Victoria	9/10/2018	Branch Councillor	Hannah Metcher	Resignation	N/A	N/A	N/A

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, being the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 

Dated: 12/09/2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*



## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Reason for change</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)</b>	<b>Occupation of <u>New</u> Office Holder</b>
Victoria	11/09/2018	Branch Councillor	N/A	Fill casual vacancy	Kate Reid	PO Box 12600 A'Beckett Street Melbourne VIC 8006	Registered nurse



22 August 2018

The Federal Secretary  
Australian Nursing and Midwifery Federation  
[industrial@anmf.org.au](mailto:industrial@anmf.org.au)

CC: Northern Territory Branch, [secretary@anmfnt.org.au](mailto:secretary@anmfnt.org.au)  
Victorian Branch, [lfitzpatrick@anmfvic.asn.au](mailto:lfitzpatrick@anmfvic.asn.au)

Dear Federal Secretary,

### Notification of changes made to records [AR2018/91]

I acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
16/08/2018	Northern Territory	Councillor	No – 3 days
16/08/2018	Northern Territory	Executive Councillor	Yes
16/08/2018	Victorian	Branch Councillor	Yes

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

### Late notification

One notification from the Northern Territory Branch of your organisation indicates that a change occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring.

## **Officer Induction Kit**

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

## **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

## **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

**Christine Hibberd**  
**Registered Organisations Commission**

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, being the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 

Dated: 15 August 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

**ANNEXURE A**

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Reason for change</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)</b>	<b>Occupation of <u>New</u> Office Holder</b>
Victoria	14/08/2018	Branch Councillor	N/A	Fill casual vacancy	Lara Jeffery	PO Box 12600 A'Beckett Street Melbourne VIC 8006	Registered nurse

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Yvonne Falckh being the Branch Secretary of the Australian Nursing and Midwifery Federation, Northern Territory Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed : 

Dated : 16<sup>th</sup> August 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

**ANNEXURE A**

**THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE**

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
ANMF NT	30/07/2018	Executive Councillor	Karen Brown		PO Box 42533 Casuarina NT	Registered Enrolled Nurse

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Yvonne Falckh being the Branch Secretary of the Australian Nursing and Midwifery Federation, Northern Territory Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 

Dated : 15<sup>th</sup> August 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*



**ANNEXURE A**

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- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>ANMF NT</i>	<i>09/07/2018</i>	<i>Councillor</i>		<i>Elizabeth Ferrier</i>	<i>PO Box 42533 Casuarina NT</i>	<i>Registered Nurse/ Registered Midwife</i>



24 July 2018

The Federal Secretary  
Australian Nursing and Midwifery Federation  
industrial@anmf.org.au

CC: South Australian Branch, elizabeth.dabars@anmfsa.org.au  
Tasmanian Branch, enquiries@anmftas.org.au  
Victorian Branch, lfitzpatrick@anmfvic.asn.au

Dear Federal Secretary,

**Notification of changes made to records [AR2018/91]**

I acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
29/06/2018	South Australian	Committee of Management Member/Council Member vacancy	Yes
29/06/2018 Amended 24/07/2018	Federal	Federal Vice President, Federal Secretary, Assistant Federal Secretary	Yes
09/07/2018	Tasmanian	Branch Council Member (3) vacancies, Branch Executive Member and Branch council Member	Yes
11/07/2018	Victorian	Branch Councillor vacancy, Branch Vice President	Yes

**Time frames**

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of

the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

### **Officer Induction Kit**

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

### **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

### **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

**Christine Hibberd**  
**Registered Organisations Commission**

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, being the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Dated: 10/07/2018

***[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]***

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Reason for change</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)</b>	<b>Occupation of <u>New</u> Office Holder</b>
Victoria	10/07/2018	Branch Councillor	Jessica Maclean	Resignation	N/A	PO Box 12600 A'Beckett Street Melbourne VIC 8006	N/A
Victoria	10/07/2018	Branch Vice-President	N/A	Fill casual vacancy	Jessica Maclean	PO Box 12600 A'Beckett Street Melbourne VIC 8006	Registered nurse/midwife

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Emily Shepherd, being the Branch Secretary of the Australian Nursing and Midwifery Federation (Tasmanian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Emily Shepherd  
Branch Secretary  
Australian Nursing and Midwifery Federation (Tasmanian Branch)

Dated: 9 July 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>Tasmania</i>	<i>12 June 2018</i>	<i>Branch Council Member</i>	<i>Jenna Bowling</i>	<i>n/a</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>n/a</i>
<i>Tasmania</i>	<i>23 June 2018</i>	<i>Branch Council Member</i>	<i>Erin Kemp</i>	<i>n/a</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>n/a</i>
<i>Tasmania</i>	<i>4 July 2018</i>	<i>Branch Council Member</i>	<i>Kylie Atwell</i>	<i>n/a</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>n/a</i>
<i>Tasmania</i>	<i>4 July 2018</i>	<i>Branch Executive Member</i>	<i>Vacant</i>	<i>Kylie Atwell</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Nurse</i>
<i>Tasmania</i>	<i>4 July 2018</i>	<i>Branch Council Member</i>	<i>Vacant</i>	<i>Tristan Shay Streefland</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Nurse</i>



**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Annie Butler, being the Federal Secretary of the Australian Nursing and Midwifery Federation,  
declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: \_\_\_\_\_

Annie Butler

Federal Secretary

Dated: 24 July 2018 \_\_\_\_\_



## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>Federal Office</i>	<i>8.6.2018</i>	<i>Federal Vice President</i>	<i>Lori-Anne Sharp</i>	<i>vacant</i>	<i>Level 1, 365 Queen Street, Melbourne 3000</i>	<i>Unpaid official</i>
<i>Federal Office</i>	<i>14.6.2018</i>	<i>Federal Secretary</i>	<i>Lee Thomas</i>	<i>vacant</i>	<i>Level 1, 365 Queen Street, Melbourne 3000</i>	<i>Paid official</i>
<i>Federal Office</i>	<i>18.6.2018</i>	<i>Federal Secretary</i>	<i>vacant</i>	<i>Annie Butler</i>	<i>Level 1, 365 Queens Street Melbourne 3000</i>	<i>Paid official</i>
<i>Federal Office</i>	<i>18.6.2018</i>	<i>Assistant Federal Secretary</i>	<i>Annie Butler</i>	<i>Lori-Anne Sharp</i>	<i>Level 1, 365 Queen Street, Melbourne 3000</i>	<i>Paid official</i>
<i>Federal Office</i>	<i>18.6.2018</i>	<i>Federal Vice President</i>	<i>vacant</i>	<i>James Lloyd</i>	<i>Level 1, 365 Queens Street Melbourne 3000</i>	<i>Registered Nurse</i>

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Elizabeth Dabars, being the Branch Secretary of the ANMF South Australian Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
3. A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.



Signed: Adj Assoc Professor Elizabeth Dabars AM

Dated: 29 June 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

**ANNEXURE A**

- Changes to Offices and Office Holders in the Organisation and its Branches [South Australian Branch]::

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
SA	20/6/18	Committee of Management Member   Council member	Jason O'Neil	Vacant	c/- ANMF South Australian Branch PO Box 861 REGENCY PARK SA 5942	Registered Nurse

Given an election for all Officer Holders, with the exception of Branch Secretary, is required to be held in 2018 (Decision E2018/100) the ANMF South Australian Branch Executive determined to leave the position vacant.



15 June 2018

The Federal Secretary  
Australian Nursing and Midwifery Federation  
industrial@anmf.org.au

CC: QNU Branch, qnmu@qnmu.org.au  
Tasmanian Branch, enquiries@anmftas.org.au  
Victorian Branch, lfitzpatrick@anmfvic.asn.au

Dear Federal Secretary,

**Notification of changes made to records [AR2018/91]**

I acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
31/05/2018	QNU Branch	Branch Councillor vacancy, new Branch Councillor	Yes
7/06/2018	Tasmanian Branch	Branch Executive Member vacancy, new Branch Councillors (2)	Yes
13/06/2018	Victorian Branch	Branch Vice-President vacancy, Branch Councillor vacancy	Yes

**Time frames**

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

## **Officer Induction Kit**

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

## **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

## **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

**Christine Hibberd**  
**Registered Organisations Commission**

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Lisa Fitzpatrick, being the Secretary of the Australian Nursing and Midwifery Federation (Victorian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 

Dated: 13 June 2018

***[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]***

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Reason for change</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)</b>	<b>Occupation of <u>New</u> Office Holder</b>
Victoria	12/06/2018	Branch Vice-President	Lori-Anne Sharp	Resignation	N/A	N/A	N/A
Victoria	12/06/2018	Branch Councillor	Rita Moreno-Diaz	Resignation	N/A	N/A	N/A

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Emily Shepherd, being the Branch Secretary of the Australian Nursing and Midwifery Federation (Tasmanian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Emily Shepherd  
Branch Secretary  
Australian Nursing and Midwifery Federation (Tasmanian Branch)

Dated: 7 June 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*



## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:


*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>Tasmania</i>	<i>1 June 2018</i>	<i>Branch Executive Member</i>	<i>Scott Butler</i>	<i>Vacant</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>n/a</i>
<i>Tasmania</i>	<i>1 June 2018</i>	<i>Branch Councillor</i>	<i>Vacant</i>	<i>Carole Jane Scaife</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Midwife</i>
<i>Tasmania</i>	<i>1 June 2018</i>	<i>Branch Councillor</i>	<i>Vacant</i>	<i>Kylie Ann Stubbs</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Nurse</i>

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Elizabeth Mohle, being the Secretary of the Australian Nursing and Midwifery Federation QNMU Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:   
Elizabeth Mohle  
Australian Nursing and Midwifery Federation QNMU Branch Secretary

Dated: 30 May 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Australian Nursing and Midwifery Federation QNMU Branch	10 May 2018	Branch Councillor	Janet Baillie	-	-	-
Australian Nursing and Midwifery Federation QNMU Branch	28 May 2018	Branch Councillor	-	Julie Burgess	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse



22 May 2018

Annie Butler

Acting Federal Secretary  
Australian Nursing and Midwifery Federation  
Email: [industrial@anmf.org.au](mailto:industrial@anmf.org.au)

CC: Yvonne Falckh, Secretary, Northern Territory Branch, [info@anmfnt.org.au](mailto:info@anmfnt.org.au)

Matthew David Daniel, Secretary, ACT Branch, [anmfact@anmfact.org.au](mailto:anmfact@anmfact.org.au)

Emily Shepherd, Secretary, Tasmanian Branch, [enquiries@anmftas.org.au](mailto:enquiries@anmftas.org.au)

Dear Ms Butler,

**Declaration and information lodged under subsection 233(1) [Annual Return] for 2018 [AR2018/91]**

I acknowledge receipt by the Registered Organisations Commission (the ROC) on 23 March 2018 of your organisation's Annual Return which provides information under subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

Thank you for providing your Annual Return.

The documents lodged provide the required information for the 2018 Annual Return of the Australian Nursing and Midwifery Federation.

The Annual Return has been filed. Annual returns are publicly available on the website through the [List of Registered Organisations](#).

**Notifications of Change**

Any changes to these records must be notified to the ROC within 35 days of the change. A template Notification of Change Declaration is available on the [fact-sheets](#) page of our website. The Australian Nursing and Midwifery Federation is encouraged to use this template if any changes occur.

The ROC will accept notifications of change from the relevant branches or from the national office. If the national office of the Australian Nursing and Midwifery Federation does NOT intend to file notifications of change, please ensure that all branches are aware of their continuing obligation to notify changes and the requisite time frames within which that must happen.

If a branch lodges a notification of change with the ROC, the branch should also provide the information to the national body in order to ensure that the organisation is able to comply with its obligations under section 233 of the RO Act.

## Notification of changes made to records

I acknowledge receipt of Notification of Changes to the office holders.

This information was lodged with the ROC pursuant to the notification requirements in section 233(2) of the RO Act.

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
5 April 2018	Northern Territory	Councillor (1)	Yes
19 April 2018	ACT	Branch Councillor (1)	Yes
26 April 2018	Tasmania	Branch Executive Member (1) Branch Councillor (3)	Yes
10 May 2018	ACT	Branch Councillor (1)	Yes
17 May 2018	Federal Office	Federal Vice President	No, (1 year and 11 days late)

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

### Late notification

The notification from your organisation indicates that changes occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring.

### Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

### Mandatory disclosures

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

### Mandatory training

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the

requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

If you have any queries regarding this correspondence I can be contacted on 1300 341 665 or by email at [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

Yours faithfully

**Michael Moutevelis**  
**Registered Organisations Commission**



17 May 2018

Registered Organisations Commission  
GPO Box 2983  
MELBOURNE VIC 3001

Via email: [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

Dear Commissioner,

**Re: NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009**

Please be advised that a change of office holders occurred at the Australian Nursing and Midwifery Federation Federal Office. Enclosed are the following documents supporting this change:-

1. Signed Declaration dated 17 May 2018 and
2. List of change to the officers as at 1 April 2017 (Annexure A).

It is with utmost regret that this information was not provided within the prescribed period of 35 days. We have been reviewing our processes and re-defining some of our roles internally specifically related to compliance. Unfortunately, due to miscommunication this lodgement was overlooked.

The ANMF prides itself on diligence and its usually excellent performance with regard to meeting reporting requirements for governance and compliance. The ANMF continuously strives for improvement and endeavours to update and implement best practice processes to achieve this.

If you require further information on this matter, please contact Dorothy Abicic, Finance/Compliance Officer on 03 9602 8500.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Annie Butler', written over a light blue horizontal line.

Annie Butler

A/Federal Secretary

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**Canberra Office**

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Kingston ACT 2604  
Australia

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W. [www.anmf.org.au](http://www.anmf.org.au)

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**Melbourne Office**

Level 1, 365 Queen Street  
Melbourne VIC 3000  
Australia

T. +61 3 9602 8500  
F. +61 3 9602 8567  
E. [anmfederal@anmf.org.au](mailto:anmfederal@anmf.org.au)  
W. [www.anmf.org.au](http://www.anmf.org.au)

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**ANMF Journals**

Australian Nursing and  
Midwifery Journal (ANMJ)  
E. [anmj@anmf.org.au](mailto:anmj@anmf.org.au)

Australian Journal of  
Advanced Nursing (AJAN)  
E. [ajan@anmf.org.au](mailto:ajan@anmf.org.au)

ABN 41 816 898 298





**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, ANNIE BUTLER, being the ACTING FEDERAL SECRETARY of the AUSTRALIAN NURSING AND MIDWIFERY FEDERATION, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: Annie Butler

A/Federal Secretary

Dated: 17 May 2018







**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Matthew David Daniel, being the Secretary of the Australian Nursing and Midwifery Federation, ACT Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:

Dated: 9 May 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*



## ANNEXURE A

THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

- Changes to Offices and Office Holders in the Organisation and its Branches

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
ACT	25/4/2018	Branch Councillor	Carlyn Fidow	vacant	n/a	n/a

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Emily Shepherd, being the Branch Secretary of the Australian Nursing and Midwifery Federation (Tasmanian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Emily Shepherd  
Branch Secretary  
Australian Nursing and Midwifery Federation (Tasmanian Branch)

Dated: 26 April 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>Tasmania</i>	<i>6 April 2018</i>	<i>Branch Executive Member</i>	<i>Vacant</i>	<i>Astrid Tiefholz</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Midwife</i>
<i>Tasmania</i>	<i>6 April 2018</i>	<i>Branch Councillor</i>	<i>Vacant</i>	<i>Roseanne O'Keeffe</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Nurse</i>
<i>Tasmania</i>	<i>6 April 2018</i>	<i>Branch Councillor</i>	<i>Vacant</i>	<i>Grace Patten</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Nurse</i>
<i>Tasmania</i>	<i>6 April 2018</i>	<i>Branch Councillor</i>	<i>Vacant</i>	<i>Katherine Loader</i>	<i>C/- the Registered Organisation, 182 Macquarie Street, Hobart, Tasmania 7000</i>	<i>Registered Nurse</i>

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Matthew David Daniel, being the Secretary of the Australian Nursing and Midwifery Federation, ACT Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 

Dated: 19 April 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

**ANNEXURE A**

**THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE**

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>ACT</i>	<i>21.3.18</i>	<i>Branch Councillor</i>	<i>Ronald Colin Cawthron</i>	<i>vacant</i>	<i>n/a</i>	<i>n/a</i>

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Yvonne Falckh being the Branch Secretary of the Australian Nursing and Midwifery Federation, Northern Territory Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed: 

Dated : 5<sup>th</sup> April 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*



**ANNEXURE A**

**THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE**

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
ANMF NT	21/03/2018	Councillor	Daniel Dalladay -resigned	nil	nil	nil



**ANNUAL RETURN OF INFORMATION (organisation with branches) in accordance with Regulation 147 Fair Work (Registered Organisations) Regulations 2009 and Sections 230 and 233 Fair Work (Registered Organisations) Act 2009**

I, ANNIE BUTLER, being the ACTING FEDERAL SECRETARY of the AUSTRALIAN NURSING AND MIDWIFERY FEDERATION, declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the *Fair Work (Registered Organisations) Act 2009* (the Act).
3. The following is a correct statement of the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Act:

The address of the organisation is Unit 3, 28 Eyre Street, Kingston, ACT 2604<sup>1</sup>

- The name and address of each branch of the organisation is:<sup>2</sup>

1.	ANMF ACT Branch	2/53 Dundas Court	Phillip, ACT	2606
2.	ANMF NSW Branch	50 O'Dea Avenue	Waterloo, NSW	2017
3.	ANMF NT Branch	16 Caryota Court	Coconut Grove, NT	0810
4.	ANMF QNMU Branch	106 Victoria Street	West End, QLD	4101
5.	ANMF SA Branch	191 Torrens Rd	Ridleyton, SA	5008
6.	ANMF Tasmanian Branch	182 Macquarie Street	Hobart, TAS	7000
7.	ANMF Victorian Branch	535 Elizabeth Street	Melbourne, VIC	3000
8.	ANMF WA Branch	260 Pier Street	Perth, WA	6000

- On 31 December in the previous year the number of members was 250,959.<sup>3</sup>

<sup>1</sup> s.230(1)(d); reg.147(d)

<sup>2</sup> s.230(1)(d); reg.147(a) & (d)

<sup>3</sup> s.230(1)(d); reg.147(f)

- A list of offices and the names, postal addresses and occupations of persons holding those offices as at the date of this declaration is attached at Annexure A and forms part of this declaration.
- Under the rules of the organisation, the following elections must be held between 1 January and 31 December of 2018:<sup>4</sup>

1. There are no elections scheduled for this organisation (Federal Office).

2. Branch elections

ANMF ACT Branch Committee of Management (11)

ANMF NSW Branch Secretary (1)

ANMF NSW Branch Assistant Secretary (1)

ANMF NSW Branch Councillors (21)

ANMF NT Branch President (1)

ANMF NT Branch Vice President (1)

ANMF NT Branch Executive Councillors (4)

ANMF NT Branch Councillors (8)

ANMF QNMU Branch – No elections scheduled

ANMF Tasmanian Branch President (1)

ANMF Tasmanian Branch Vice President (1)

ANMF Tasmanian Branch Executive Committee Members (4)

ANMF Tasmanian Branch Council Members (14)

ANMF SA Branch President (1)

ANMF SA Branch Vice President (1)

ANMF SA Branch Executive members (4)

ANMF SA Branch Councillors (15)

ANMF Victorian Branch – No elections scheduled

ANMF WA Branch Secretary (1)  
ANMF WA Branch Vice President (1)  
ANMF WA Branch Executive Councillors (2)  
ANMF WA Branch Councillors (6)

- During the previous 12 months:<sup>5</sup>
  - NO branches COMMENCED or CEASED operation.
  - The organisation has not entered into an agreement under s.151(1) of the Act with a state union.



Signed: Annie Butler

A/Federal Secretary

Dated: 22 March 2018

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<sup>4</sup> s.230(1)(d); reg.147(e)

<sup>5</sup> s.230(1)(d); reg.147(b) & (c)

**ANNEXURE A**

- Offices and Office Holders in the Organisation and its Branches:

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Federal Office	Federal Secretary	Leanne Thomas	c/- PO Box 4239, Kingston, ACT, 2604	Paid official
Federal Office	Assistant Federal Secretary	Annie Butler	c/- PO Box 4239, Kingston, ACT, 2604	Paid official
Federal Office	Federal President	Sally-Anne Jones	c/- PO Box 4239, Kingston, ACT, 2604	Registered Nurse
Federal Office	Federal Vice President	Lori-anne Sharp	c/- PO Box 4239, Kingston, ACT, 2604	Registered Nurse
...				



## ANNEXURE A

- Offices and Office Holders in the Organisation and its Branches:

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
ACT	President	Athalene Rosborough	PO Box 4 Woden ACT 2606	Registered Nurse
ACT	Vice President	Shane Carter	PO Box 4 Woden ACT 2606	Registered Nurse
ACT	Branch Secretary	Matthew Daniel	PO Box 4 Woden ACT 2606	Paid Official
ACT	Executive Councillor	Leanne Ehrlich	PO Box 4 Woden ACT 2606	Registered Nurse
ACT	Executive Councillor	Lyndsey Ohman	PO Box 4 Woden ACT 2606	Registered Nurse
ACT	Executive Councillor	Ronald Cawthron	PO Box 4 Woden ACT 2606	Registered Nurse
ACT	Branch Councillor	Carlyn Fidow	PO Box 4 Woden ACT 2606	Registered Nurse
ACT	Branch Councillor	Vanessa Hoban	PO Box 4 Woden ACT 2606	Registered Nurse
ACT	Branch Councillor	Fiona Dawes	PO Box 4 Woden ACT 2606	Registered Nurse
ACT	Branch Councillor	Wendy Burton	PO Box 4 Woden ACT 2606	Registered Nurse
ACT	Branch Councillor	Susana Lloyd	PO Box 4 Woden ACT 2606	Registered Nurse
ACT	Branch Councillor	Melissa Brown	PO Box 4 Woden ACT 2606	Enrolled Nurse

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
NSW	Branch Secretary	Brett Holmes	c/- 50 O'Dea Avenue Waterloo NSW 2017	<i>Union official</i>
NSW	Branch Assistant Secretary	Judith Kiejda	c/- 50 O'Dea Avenue Waterloo NSW 2017	<i>Union official</i>
NSW	Branch President	Coral Levett	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nurse Manager
NSW	Branch Vice President	Lorna Scott	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nurse Practitioner
NSW	Branch Executive Member	Gary Clark	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nurse Manager
NSW	Branch Executive Member	Lynette Hopper	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nursing Unit Manager
NSW	Branch Executive Member	Kerry Rodgers	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nursing Unit Manager
NSW	Branch Executive Member	O'Bray Smith	c/- 50 O'Dea Avenue Waterloo NSW 2017	Midwifery Unit Manager
NSW	Branch Councillor	Annette Alldrick	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Midwife
NSW	Branch Councillor	Susan Brazil	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nurse Manager
NSW	Branch Councillor	Michelle Cashman	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Natalie Ellis	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Julie Goss	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Peg Hibbert	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse

<b>Branch</b>	<b>Name of Office (include any offices that are vacant)</b>	<b>Name of Office Holder</b>	<b>Postal Address of Office Holder</b>	<b>Occupation of Office Holder</b>
NSW	Branch Councillor	Deborah Lang	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Edward Makepeace	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Elizabeth McCall	c/- 50 O'Dea Avenue Waterloo NSW 2017	Registered Nurse
NSW	Branch Councillor	Lucille McKenna	c/- 50 O'Dea Avenue Waterloo NSW 2017	Director of Nursing
NSW	Branch Councillor	Michelle Straub nee (Nicholson)	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nurse Manager
NSW	Branch Councillor	Richard Noort	c/- 50 O'Dea Avenue Waterloo NSW 2017	Clinical Nurse Consultant
NSW	Branch Councillor	Debra Smith	c/- 50 O'Dea Avenue Waterloo NSW 2017	Nursing Unit Manager
NSW	Branch Councillor	Suzanne White	c/- 50 O'Dea Avenue Waterloo NSW 2017	Enrolled Nurse
NSW	Branch Councillor	Gil Wilson	c/- 50 O'Dea Avenue Waterloo NSW 2017	Clinical Nurse Specialist



Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
NT	Branch Secretary	Yvonne Falckh	PO Box 42533, Casuarina, NT, 0810	Paid Official
NT	Branch President	Cath Hatcher	PO Box 42533, Casuarina, NT, 0810	Enrolled Nurse
NT	Vice President	Jan Hercus	PO Box 42533, Casuarina, NT, 0810	Registered Nurse
NT	Executive Councillor	Karen Brown	PO Box 42533, Casuarina, NT, 0810	Enrolled Nurse
NT	Executive Councillor – 3 vacant		PO Box 42533, Casuarina, NT, 0810	Enrolled Nurse
NT	Councillor	Mary Hill	PO Box 42533, Casuarina, NT, 0810	Registered Nurse
NT	Councillor	Daniel Dalladay	PO Box 42533, Casuarina, NT, 0810	Registered Nurse
NT	Councillor	Claudia Griffiths	PO Box 42533, Casuarina, NT, 0810	Registered Nurse Midwife
NT	Councillor	Amanda Gill	PO Box 42533, Casuarina, NT, 0810	Registered Nurse
NT	Councillor	Emil Tabbada	PO Box 42533, Casuarina, NT, 0810	
NT	Councillor – 3 vacant			

<b>Branch</b>	<b>Name of Office (include any offices that are vacant)</b>	<b>Name of Office Holder</b>	<b>Postal Address of Office Holder</b>	<b>Occupation of Office Holder</b>
QNMU Branch	Branch Secretary	Elizabeth Mohle	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Branch Secretary
QNMU Branch	Branch Assistant Secretary	Sandra Eales	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Branch Assistant Secretary
QNMU Branch	Branch President	Sally-Anne Jones	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Vice-President	Lucynda Maskell	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Executive Member	Kym Volp	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Executive Member	David Lewis	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Executive Member	Karen Cooke	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Executive Member	Christine Cocks	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Charmaine Wicking	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
QNMU Branch	Branch Councillor	Christopher Johnson	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Dallas Meyers	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Damien Lawson	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Deborah Watt	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Dianne Corbett	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Fiona C.A. Monk	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Janelle Taylor	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Janet Baillie	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Jean Crabb	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Assistant-in-Nursing



<b>Branch</b>	<b>Name of Office (include any offices that are vacant)</b>	<b>Name of Office Holder</b>	<b>Postal Address of Office Holder</b>	<b>Occupation of Office Holder</b>
QNMU Branch	Branch Councillor	Karen Shepherd	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Katy Taggart	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Leanne Jiggins	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Melanie Price	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Raquel How	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Nurse Practitioner
QNMU Branch	Branch Councillor	Shelley Howe	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Susan Pitman	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Nurse
QNMU Branch	Branch Councillor	Tammy Copley	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Registered Midwife/ Registered Nurse

<b>Branch</b>	<b>Name of Office (include any offices that are vacant)</b>	<b>Name of Office Holder</b>	<b>Postal Address of Office Holder</b>	<b>Occupation of Office Holder</b>
SA	Branch Secretary	Adj Assoc Professor Elizabeth Dabars AM	c/- ANMF South Australian Branch PO Box 861 REGENCY PARK SA 5942	Paid official
SA	President	Ms Jocelyn Douglass	As above	Registered Nurse
SA	Vice President	Ms Gay Martin	As above	Registered Nurse
SA	Committee of Management Member	Ms Tammy Bornhoeft	As above	Enrolled Nurse
SA	Committee of Management Member	Ms Kristen Bull	As above	Registered Nurse
SA	Committee of Management Member	Ms Shareece Carr	As above	Registered Nurse
SA	Committee of Management Member	Ms Janice Clifford	As above	Registered Nurse
SA	Committee of Management Member	Ms Lynn Croft	As above	Registered Nurse
SA	Committee of Management Member	Ms Joann Duffy	As above	Registered Nurse
SA	Committee of Management Member	Ms Sharon Horn	As above	Registered Nurse
SA	Committee of Management Member	Ms Wendy Husker	As above	Enrolled Nurse
SA	Committee of Management Member	Ms Matthew Huxter	As above	Registered Nurse
SA	Committee of Management Member	Ms Marcelle Johnson	As above	Registered Nurse
SA	Committee of Management Member	Ms Nicole Kelly	As above	Registered Nurse
SA	Committee of Management Member	Ms Deborah Lewington	As above	Registered Nurse

<b>Branch</b>	<b>Name of Office (include any offices that are vacant)</b>	<b>Name of Office Holder</b>	<b>Postal Address of Office Holder</b>	<b>Occupation of Office Holder</b>
SA	Committee of Management Member	Mr Jason O'Neil	As above	Registered Nurse
SA	Committee of Management Member	Mr Stuart Smith	As above	Registered Nurse
SA	Committee of Management Member	Mr Chanmakara Sun	As above	Registered Nurse
SA	Committee of Management Member	Ms Jan Thompson	As above	Registered Nurse
SA	Committee of Management Member	Ms Sharon Whitehead	As above	Enrolled Nurse
SA	Committee of Management Member	Ms Jayne Williams	As above	Registered Nurse
SA	Committee of Management Member	Ms Brigitte Winton	As above	Personal Care Assistant



Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Tas	Branch President	James Lloyd	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Branch Vice President	Monica Werner	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Branch Secretary	Emily Shepherd	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Paid Official
Tas	Executive Committee Member	Andrew Ostler	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Executive Committee Member	Astrid Tiefholz	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Midwife (resigned 27/2/18)
Tas	Executive Committee Member	Scott Butler	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Executive Committee Member	Sarah Hill	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Branch Council Member	Deanna Butler	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Branch Council Member	Helen Evans	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Branch Council Member	Anne Sands	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Branch Council Member	Kylie Atwell	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Branch Council Member	Peter Fraser	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Branch Council Member	Erin Kemp	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Branch Council Member	Matthew Hunnibell	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Branch Council Member	Jenna Bowling	c/- ANMF Tas Branch, 182 Macquarie St, Hobart, Tas, 7000	Registered Nurse
Tas	Branch Council Member	Vacant		
Tas	Branch Council Member	Vacant		
Tas	Branch Council Member	Vacant		
Tas	Branch Council Member	Vacant		
Tas	Branch Council Member	Vacant		
Tas	Branch Council Member	Vacant		

<b>Branch</b>	<b>Name of Office (include any offices that are vacant)</b>	<b>Name of Office Holder</b>	<b>Postal Address of Office Holder</b>	<b>Occupation of Office Holder</b>
Victoria	Branch Secretary	Lisa Fitzpatrick	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Paid official
Victoria	Branch Assistant Secretary	Paul Gilbert	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Paid official
Victoria	Branch Assistant Secretary	Paula Carew	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Paid official
Victoria	Branch President	Maree Burgess	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse/midwife
Victoria	Branch Vice-President	Lori-Anne Sharp	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse
Victoria	Branch Executive Member	Jacqueline Kriz	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse
Victoria	Branch Executive Member	Rachel Weaver	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse
Victoria	Branch Executive Member	Fiona Cresswell	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse
Victoria	Branch Executive Member	Stephen McKenzie	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse
Victoria	Branch Councillor	Jessica Maclean	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse/midwife
Victoria	Branch Councillor	Lisa Auchettl	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse/midwife
Victoria	Branch Councillor	Deborah Holloway	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Enrolled nurse
Victoria	Branch Councillor	Lynette Mauger	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Enrolled nurse
Victoria	Branch Councillor	Hannah Metcher	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse/midwife
Victoria	Branch Councillor	Rita Moreno-Diaz	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse
Victoria	Branch Councillor	Andrew Morgan	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse
Victoria	Branch Councillor	Timothy O'Brien	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse
Victoria	Branch Councillor	Kimberley Pentreath	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse
Victoria	Branch Councillor	Melanie Carron	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Enrolled nurse
Victoria	Branch Councillor	Ruth Bloom	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Enrolled nurse
Victoria	Branch Councillor	Anita Stirling	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse
Victoria	Branch Councillor	Therese Smyth	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse/midwife
Victoria	Branch Councillor	Kitsa Soulounias	PO Box 12600 A'Beckett Street. Melbourne VIC 8006	Registered nurse



Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
WA	Branch Secretary	Mark Olson	c/- 260 Pier Street, Perth WA 6000	Union Official/ Registered Nurse
WA	Branch President	Patricia Fowler	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Vice President	Dianne Pember	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Executive	Kerry Lee	c/- 260 Pier Street, Perth WA 6000	Registered Nurse/Midwife
WA	Executive	Treena Evans	c/- 260 Pier Street, Perth WA 6000	Registered Nurse/midwife
WA	Executive	Megan McDermott	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Executive	Michael Clancy	c/- 260 Pier Street, Perth WA 6000	Industrial Officer/ Registered Nurse
WA	Councillor	Dean Casey	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Sam Cook-Barron	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Elaine Daniels	c/- 260 Pier Street, Perth WA 6000	Registered Nurse/midwife
WA	Councillor	Andrea Magill	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Loreta Murphy	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Lisa Natoli	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Janet Reah	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Raymond Sinclair	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Natalie Tai	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Lynette Tutt	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Stephen Voke	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Elizabeth Waters	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Tanya Wooller	c/- 260 Pier Street, Perth WA 6000	Registered Nurse
WA	Councillor	Loreta Murphy	c/- 260 Pier Street, Perth WA 6000	Registered Nurse



15 March 2018

The Federal Secretary  
Australian Nursing and Midwifery Federation  
industrial@anmf.org.au

CC: South Australian Branch, enquiry@anmfsa.org.au  
Tasmanian Branch, enquiries@anftas.org  
QNU Branch, qnmu@qnmu.org.au

Dear Federal Secretary,

### Notification of changes made to records [AR2018/91]

I acknowledge receipt of a Notification of Change to the office holders of the Australian Nursing and Midwifery Federation.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
7/02/2018	QNMU	New Branch Councillor	Yes
9/02/2018	Tasmanian	Branch Councillor vacancy	Yes
28/02/2018	South Australian	New Committee of Management Member/Council Members (2)	Yes
28/02/2018	Tasmanian	Branch Executive Member vacancy	Yes

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

### Mandatory disclosures

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

## **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

**Christine Hibberd**  
**Registered Organisations Commission**



5 March 2018

Ms Leanne Thomas  
Federal Secretary  
Australian Nursing and Midwifery Federation  
Sent via email: [industrial@anmf.org.au](mailto:industrial@anmf.org.au)

Dear Ms Thomas,

**Australian Nursing and Midwifery Federation  
Annual Return of Information for 2018 [AR2018/91]**

I refer to our letter dated 1 February 2018 reminding you of the obligation to lodge an Annual Return of Information (Annual Return). Please ignore this letter if you have lodged the Annual Return in the last few days.

**When must you lodge the Annual Return?**

The Annual Return 2018 must be lodged no later than **31 March 2018**.

**What must you lodge?**

Two signed declarations certifying matters prescribed in the Fair Work (Registered Organisations) Act 2009 (the RO Act) must be lodged along with copies of some of your records. The required declarations and records are set out in the table that follows this letter.

Please refer to our previous correspondence which provides information about maintaining the register of members, a recommendation that private information not be provided and which explains who must sign the declarations.

**Consider using the ROC's template**

The ROC provides a template Annual Return for an organisation without branches and a template Annual Return for an organisation with branches on our [Factsheets, templates and webinars](#) page. We recommend that you use this template to ensure that you make the correct declarations and include all the required information.

**Failure to comply**

**Failure to comply with these obligations exposes your organisation to financial penalties** (up to \$63 000 for a body corporate and \$12 600 for an individual per contravention), under s.305 of the RO Act.

## Need more information?

If you require further information about an Annual Return you can refer to the [Annual returns](#) page on our website and, in particular, our Webinar slides. You can also contact the ROC by phone on 1300 341 665 or by e-mail at [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).

Yours sincerely



Sam Gallichio  
Adviser  
Registered Organisations Commission

## Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the RO Regulations).

The following declarations and a copy of each of the following records must be lodged with the ROC between 1 January and 31 March each year.

Requirement	Details of requirement
Declaration regarding 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 ss.230(1)(a) and (2) [s.233(1)(a)] <b>Note:</b> In maintaining the register of members, your attention is drawn to ss.171A and 230(2)(b) of the RO Act which sets out certain circumstances where membership ceases to exist and when their names must be removed from the register, and s.172 which sets out when unfinancial members must be removed from the register
Declaration that correct statement of	A declaration stating by the Secretary or other prescribed officer that the copy of the records is a correct statement of the information contained in the records [s.233(1)(b)]
List of Offices	A list of the offices in the organisation and each branch (note the definition of <b>office</b> and <b>officer</b> in ss.6 and 9) [s.230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of <b>office</b> and <b>officer</b> in ss.6 and 9) [s.230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s.230(1)(d) and r.147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s.230(1)(d) and r.147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s.230(1)(d) and r.147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s.230(1)(d) and r.147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation. [s.230(1)(d) and r.147(e)] <b>Note:</b> this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
The number of members	A record of the number of members on 31 December in the previous year
The number of ineligible State members (if applicable)	If the organisation has entered into an agreement relating to members of State unions under s.151(1) of the RO Act, - 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 s.150 of the RO Act. [s.230(1)(d) and r.147(g)]


### Obligation to notify of changes within 35 days

If there are any changes to the records listed above an organisation must, within 35 days of the change, lodge with the ROC, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s.233(2) and RO Regulations r.151].

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Emily Shepherd, being the Branch Secretary of the Australian Nursing and Midwifery Federation (Tasmanian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:   
Emily Shepherd  
Branch Secretary  
Australian Nursing and Midwifery Federation (Tasmanian Branch)

Dated: 28 February 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>Tasmania</i>	<i>27.02.2018</i>	<i>Branch Executive Member</i>	<i>Astrid Tiefholz</i>	<i>Vacant</i>	<i>n/a</i>	<i>n/a</i>



**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Elizabeth Dabars, being the Branch Secretary of the ANMF South Australian Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
3. A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:

Adj Assoc Professor Elizabeth Dabars AM

Dated:

27.2.18

**[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]**

**ANNEXURE A**

- Changes to Offices and Office Holders in the Organisation and its Branches [South Australian Branch]::

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
SA	14/2/18	Committee of Management Member   Council member	Vacant position filled by appointment	Brigitte Winton	c/- ANMF South Australian Branch PO Box 861 REGENCY PARK SA 5942	Personal Care Assistant
SA	14/2/18	Committee of Management Member   Council member	Vacant position filled by appointment	Chanmakara Sun	c/- ANMF South Australian Branch PO Box 861 REGENCY PARK SA 5942	Registered Nurse

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Emily Shepherd, being the Branch Secretary of the Australian Nursing and Midwifery Federation (Tasmanian Branch), declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Emily Shepherd  
Branch Secretary  
Australian Nursing and Midwifery Federation (Tasmanian Branch)

Dated: 9 February 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:


*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b>	<b>Occupation of <u>New</u> Office Holder</b>
<i>Tasmania</i>	<i>11.01.2018</i>	<i>Branch Councillor</i>	<i>Joanne Crawford</i>	<i>Vacant</i>	<i>c/- the Registered Organisation, 182 Macquarie Street, Hobart, Tas, 7000</i>	<i>Registered Nurse</i>

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Elizabeth Mohle, being the Secretary of the Australian Nursing and Midwifery Federation QNMU Branch, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:   
Elizabeth Mohle  
Branch Secretary  
Australian Nursing and Midwifery Federation QNMU Branch

Dated: 6 February 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
Australian Nursing and Midwifery Federation QNMU Branch	19 January 2018	Branch Councillor	-	Raquel How	c/- Qld Nurses and Midwives' Union GPO Box 1289 Brisbane Qld 4001	Nurse Practitioner



1 February 2018

Ms Leanne Thomas  
The Federal Secretary  
Australian Nursing and Midwifery Federation

Sent via email: [industrial@anmf.org.au](mailto:industrial@anmf.org.au)

Dear Ms Thomas,

**Australian Nursing and Midwifery Federation  
Annual Return of Information for 2018 [AR2018/91]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2018 in respect of the Australian Nursing and Midwifery Federation by **31 March 2018**.

**What must be lodged?**

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* (the RO Act) must be lodged with the Registered Organisations Commission (the Commission). The matters to be included in the declaration are set out in the attached checklist.

*In maintaining the register of members, your attention is drawn to the circumstances where membership ceases to exist (s.230(2)(b) and s.171A of the RO Act).*

Once an Annual Return has been lodged, a copy will be posted on our website at [List of Registered Organisations](#). Therefore, to protect the privacy of the relevant office holders listed in the declarations, it is recommended that officers list their official mailing address rather than personal home address.

**Who must sign the declaration?**

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement.

**Who lodges the Annual Return of information?**

Section 233 places the onus of lodgement on the organisation and not on each individual branch. It is therefore the national body that is obliged to collate and lodge all of the required information. Annual Return templates are available on the Commission website at [Registered Organisations fact sheets](#), one for an [organisation with branches](#) and one for an [organisation without branches](#).

**What happens if the information changes?**

The Secretary, or other prescribed officer, must notify the Commission within 35 days of any changes to such records that may occur throughout the year.

**Failure to comply with these obligations is subject to a civil penalty provision** (up to \$63,000 for a body corporate and \$12,600 for an individual per contravention), under s.305 of the RO Act.

Please do not hesitate to contact the Commission by phone on 1300 341 665 or by e-mail at [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au) if you wish to discuss the requirements outlined in this correspondence.

Yours faithfully,



**Sam Gallichio**  
**Adviser**  
**Registered Organisations Commission**



## Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the RO Regulations).

A copy of each of the following records must be lodged with the Fair Work Commission (the Commission) between 1 January and 31 March each year. They must be certified by a declaration stating that it is a correct statement of the information contained in that record, signed by the Secretary or such other elected official who is required under the rules, or by resolution of the organisation, to keep the relevant records (**other prescribed officer** see r.150 of the RO Regulations).

**Failure to comply with these obligations is subject to a civil penalty provision – see s.305 of the RO Act.**

Requirement	Details of requirement
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 ss.230(1)(a) and (2) [s.233(1)(a)] <b>Note:</b> In maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.
List of Offices	A list of the offices in the organisation and each branch (note the definition of <b>office</b> and <b>officer</b> in ss.6 and 9) [s.230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of <b>office</b> and <b>officer</b> in ss.6 and 9) [s.230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s.230(1)(d) and r.147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s.230(1)(d) and r.147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s.230(1)(d) and r.147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s.230(1)(d) and r.147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation . [s.230(1)(d) and r.147(e)] <b>Note:</b> this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
Statement concerning number of members	A record of the number of members on 31 December in the previous year; and If the organisation has entered into an agreement relating to members of State unions under s.151(1) of the RO Act,- 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 s.150 of the RO Act. [s.230(1)(d) and rr.147(f) and (g)]

## Obligation to notify of changes within 35 days

If there are any changes during the year to the offices, officeholders, branches (where relevant) or the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with the Commission, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s.233(2) and RO Regulations r.151 refer].