



12 May 2014

Ms Jennifer Miragaya
Branch Secretary
Australian Capital Territory Branch
Australian Nursing and Midwifery Federation

FAX: (02) 6282 8447

Dear Ms Miragaya,

Annual Return of Information for 2014 [AR2014/83]

I acknowledge receipt on 28 March 2014 of your Declaration providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009*.

The documents lodged cover the required information for the 2014 Annual Return of Information of Australian Nursing and Midwifery Federation-Australian Capital Territory Branch.

The document can be viewed on the Fair Work Commission website through the List of Registered Organisations - <http://www.fwc.gov.au/index.cfm?pagename=regorgslist>

Yours sincerely

Michael Moutevelis
Regulatory Compliance Branch

MOUTEVELIS, Michael

From: ANMFACT [anmfact@anmfact.org.au]
Sent: Wednesday, 16 April 2014 9:36 AM
To: Orgs
Cc: Helen Agnew
Subject: FW: Message from "RNP22F578"
Attachments: 20140415173619691.pdf

Importance: High

Good morning

Pease find attached information relating to the Office bearers at ANMF ACT Branch.

Kind regards

Helen Agnew
Office Manager
Australian Nursing & Midwifery Federation ACT Branch P.O. Box 1995 Woden ACT 2606
Ph:02 6282 9455
F: 02 6282 8447
www.anmfact.org.au
email: anmfact@anmfact.org.au

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Australian
Nursing &
Midwifery
Federation

AUSTRALIAN CAPITAL TERRITORY

ABN: 41 698 088 660
President: A. Rosborough
Secretary: J. Miragaya

DECLARATION – INDUSTRIAL REGISTRAR, COMMONWEALTH OF AUSTRALIA

I, Jennifer Miragaya, residing at [REDACTED], Branch Secretary, Australian Nursing & Midwifery Federation ACT Branch, declare that:-

As per RO Act s.233(2) and RO Regulations r.151, I am obligated to notify of changes to the list of office holders within 35 days of the change.

As such:

BRANCH COUNCILLOR

Ann Clifton – PO Box 1995 Woden ACT 2606 – Nurse
1 January 2014 – 31 March 2014 (resigned)

BRANCH COUNCILLOR:

Ron Cawthron – PO Box 1995 Woden ACT 2606 – Nurse
31 March 2014 – appointed as per Federal Rule 51.1.2

Branch Council resolution as below:

CO14/018 – Out of Session Recommendation: 31 March 14

That Branch Council, consistent with Federal Rule 51.1.2, appoints Mr Ron Cawthron to the casual vacancy on Branch Council for the remainder to the term previously held by Councillor Ann Clifton.

I make this declaration conscientiously believing the statements contained in this declaration to be true in every particular.

Signed: _____

Jenny Miragaya

Branch Secretary

Date _____

16/4/14

MOUTEVELIS, Michael

From: ANMFACT [anmfact@anmfact.org.au]
Sent: Friday, 28 March 2014 11:52 AM
To: Orgs
Cc: Helen Agnew
Subject: FW: Message from "RNP22F578"
Attachments: 20140328115822098.pdf

Importance: High

Good morning

Please find attached documentation regarding the Annual Return of Information for the ANMF ACT Branch.

Kind regards

Helen Agnew
Office Manager
Australian Nursing & Midwifery Federation ACT Branch P.O. Box 1995 Woden ACT 2606
Ph: 02 6282 9455
F: 02 6282 8447
www.anmfact.org.au
email: anmfact@anmfact.org.au

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Australian
Nursing &
Midwifery
Federation

AUSTRALIAN CAPITAL TERRITORY

ABN: 41 698 088 660
President: A. Rosborough
Secretary: J. Miragaya

28 March 2014

Email: orgs@fwc.gov.au

Robert Pfeiffer
Organisations, Research & Advice
Fair Work Australia
Level 5, 11 Exhibition Street
Melbourne Vic 3000

Dear Mr Pfeiffer

**Re: Australian Nursing & Midwifery Federation – Australian Capital Territory Branch
Annual Return of Information 2013**

As per your letter dated 24 February 2014 please find attached a signed and dated Declaration certifying the matters prescribed in the *Fair Work (Registered Organisations) Act 2009* [the “**RO Act**”] as set out in the Checklist.

These matters include a list of the offices, a list of the office holders, the number of members, the address of the organisation. An election was not required in this (2013) calendar year.

The declaration has been signed and dated by the Branch Secretary as required by the rules.

Yours sincerely

Jenny Miragaya
Branch Secretary.



Australian Nursing Federation ACT Branch

ABN: 41 698 088 660

President: A Rosborough Secretary: J Miragaya

DECLARATION – INDUSTRIAL REGISTRAR, COMMONWEALTH OF AUSTRALIA

I, Jennifer Miragaya, residing at [REDACTED], Branch Secretary, Australian Nursing & Midwifery Federation ACT Branch, declare that:-

- (a) The register of members has, during the immediately preceding calendar year, been kept and maintained during 2013, as required by ss230(1)(a) and (2) [s233(1)(a)]
- (b) The office of the ANMF ACT Branch is situated at Unit 3, 36 Botany Street Phillip ACT 2606.
- (c) The list of office holders as at 31 December 2013, are as follows:

President:

Athalene Rosborough- PO Box 1995 Woden ACT 2606 – Nurse

Secretary

Jennifer Miragaya – PO Box 1995 Woden ACT 2606 – Nurse

Vice President:

Matthew Daniel – PO Box 1995 Woden ACT 2606 – Nurse

1 January 2013 – 24 October 2013

Leave of Absence: – 25 October 2013 – 31 December 2013

Nancy Smith – 26 November 2013 – 31 December 2013

Branch Executive:

Nancy Smith – PO Box 1995 Woden ACT 2606 – Nurse

1 January 2013 – 26 November 2013

Janice Flaherty- PO Box 1995 Woden ACT 2606 – Nurse

John Acs - PO Box 1995 Woden ACT 2606 – Nurse

1 January 2013 – 30 July 2013

Resigned: 30 July 2013

Sandra Mahlberg- PO Box 1995 Woden ACT 2606 – Nurse

Leave of Absence: 5 August 2013 – 2 October 2013



Branch Council:

Ann Clifton – PO Box 1995 Woden ACT 2606 – Nurse

Louise Murphy – PO Box 1995 Woden ACT 2606 – Nurse

Leanne Ehrlich – PO Box 1995 Woden ACT 2606 – Nurse

Lyndsey Ohman – PO Box 1995 Woden ACT 2606 – Nurse

Janet Blandford – PO Box 1995 Woden ACT 2606 – Nurse

Peter Carter – PO Box 1995 Woden ACT 2606 – Nurse

5 August 2013 – 31 December 2013

(d) Elections are due for offices within the ANMFACT Branch within the next twelve month period.

(e) The number of members on 31 December 2013 = 2326

I make this declaration conscientiously believing the statements contained in this declaration to be true in every particular.

Signed: _____

Jenny Miragaya

Branch Secretary

Date: _____

27/3/14



19 March 2014

Ms Jenny Miragaya
Branch Secretary
Australian Nursing and Midwifery Federation-Australian Capital Territory
Branch
Sent by fax: (02) 6282 8447

Dear Ms Miragaya

**Australian Nursing and Midwifery Federation-Australian Capital Territory Branch
Annual Return of Information for 2014 [AR2014/83]**

I refer to our letter dated 26 February 2014 reminding you of the obligation to lodge an Annual Return of Information for 2014 in respect of the above by **31 March 2014**. While the branch has until the end of the month in which to lodge the information, we provide the following as a second and final reminder. Please ignore this letter if you have lodged the Annual Return for 2014 in the last few days.

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

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. A declaration signed by a non-elected person does not meet this requirement. The Secretary or other prescribed officer must also notify the FWC within 35 days of any changes to such records.

Once an Annual Return or change of records has been lodged, a copy will be posted on our website at www.fwc.gov.au— under *Registered organisations - List of registered organisations*. In order to protect the privacy of the relevant office holders listed in declarations, you may wish to list their official mailing address rather than personal home address.

We encourage you to lodge all returns electronically e.g. as pdf files at orgs@fwc.gov.au . Please ensure that emailed documents include signatures where required.

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$51,000 for a body corporate and \$10,200 for an individual per contravention) - see s.305 of the RO Act. Further, 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.

Please do not hesitate to contact me on (03) 8661 7936 or by e-mail at robert.pfeiffer@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely

Robert Pfeiffer
Senior Adviser
Regulatory Compliance Branch

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)] Note: 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 office and officer 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 office and officer 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)] Note: 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 list of offices, list of officeholders, list of branches (where relevant) and 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].



26 February 2014

Ms Jenny Miragaya
Branch Secretary
Australian Capital Territory Branch
Australian Nursing and Midwifery Federation

Sent by fax: (02) 6282 8447

Dear Ms Miragaya

**Australian Nursing and Midwifery Federation - Australian Capital Territory Branch
Annual Return of Information for 2014 [AR2014/83]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2014 in respect of the above by **31 March 2014**.

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

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. The Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records.

Once an Annual Return or change of records has been lodged, a copy will be posted on the Commission's website at www.fwc.gov.au – under *Registered organisations - List of registered organisations*. In order to protect the privacy of the relevant office holders listed in the declarations, you may wish to list their official mailing address rather than personal home address.

The Commission encourages you to lodge all returns electronically e.g. as pdf or tif files at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$33,000 for a body corporate and \$6,600 for an individual per contravention), see s.305 of the RO Act. Further, 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.

Should you seek any clarification in relation to the above, please contact Mr Robert Pfeiffer on (03) 8661 7936 or via email at robert.pfeiffer@fwc.gov.au.

Yours sincerely

Ingrid Fraser
Adviser
Regulatory Compliance Branch

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').

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If there are any changes during the year to the list of offices, list of officeholders, list of branches (where relevant) and 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].