



25 January 2017

Ms Angela Stefani  
Executive Officer  
Australian Principals Federation-Victorian Branch  
astefani@apf.net.au

Dear Ms Stefani,

### **Reminder of actions required when persons elected to office**

The Australian Electoral Commission has provided the Fair Work Commission (the Commission) a declaration of results for the election of uncontested/contested offices/positions for VIC Branch [E2016/140]. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

#### **A notice must be published on the organisation's website**

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the Fair Work (Registered Organisations) Regulations 2009).

#### **Holders of office required to undertake approved training**

Section 154D(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires the rules of organisations (and branches of organisations) to require each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe. A list of approved training providers is attached.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be provided for in your organisation's rules.

#### **Organisation must notify the Commission of changes**

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Australian Principals Federation-Victorian Branch must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
  - the name of the office vacated;
  - the date of the change of office holder; and
  - the name of the person vacating the office.
  
2. Person(s) who have commenced to hold office:
  - the name of the office now held;
  - the date of the change of office holder;

11 Exhibition Street  
Melbourne VIC 3000  
GPO Box 1994  
Melbourne VIC 3001

Telephone:  
Email : [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Internet : [www.fwc.gov.au](http://www.fwc.gov.au)

- the name of the person now holding the office;
- the postal address of the person (generally the postal address of the organisation); and
- the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. A template notification of changes, which may assist you, is attached. If any change does not apply until a date in the future, you do not need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

Debbie Ball  
Regulatory Compliance Branch

# List of approved governance training packages

Approved training material	Provider	Contact person	Contact details
AHAWA Governance and Financial Training	Australian Hotels Association (WA Branch)	Mr Bradley Woods	(08) 9321 7701 <a href="mailto:ceo@ahawa.asn.au">ceo@ahawa.asn.au</a>
APTIA Governance and Financial Training Package	Australian Public Transport Industrial Association	Mr Ian MacDonald	(02) 6247 5900 <a href="mailto:imacdonald@bic.asn.au">imacdonald@bic.asn.au</a>
Handbook for Councillors of the Australian Industry Group	Australian Industry Group (for provision to Ai Group Councillors only. Not for external parties)	Ms Jenifer Leuba	(03) 9867 0174 <a href="mailto:jenifer.leuba@aigroup.asn.au">jenifer.leuba@aigroup.asn.au</a>
The Australian Workers' Union Professional Training Program Financial Duties of Officers	Australian Workers' Union	General enquiries	(02) 8005 3333 <a href="mailto:members@nat.awu.net.au">members@nat.awu.net.au</a>
In-Boardroom: Governance and Finance for Registered Organisations	Australian Institute of Company Directors	Various	<a href="#">AICD state-based contacts</a>
ACTU s.154C Training— Union Governance	Australian Council of Trade Unions (ACTU)	Organising Centre Enquiries	(03) 9664 7360 <a href="mailto:orgcentre@actu.org.au">orgcentre@actu.org.au</a>
Governance of Registered Organisations	Weston Woodley & Robertson Chartered Accountants	Mr Dennis Robertson	(02) 9264 9144 <a href="mailto:dennisr@wwr.com.au">dennisr@wwr.com.au</a>
Governance and Financial Accountability for Registered Organisations	Local Government New South Wales	Ms Sarah Artist	(02) 9242 4182 <a href="mailto:learning@lgnsw.org.au">learning@lgnsw.org.au</a>
Australian Hotels Association Financial Management Training	Australian Hotels Association (for provision to AHA officers only. Not for external parties)	Mr Stephen Ferguson	(02) 6273 4007 <a href="mailto:ceo@aha.org.au">ceo@aha.org.au</a>
Governance and Finance Training for Registered Organisations	Dickson Wohlsen Pty Ltd, trading as CTA Training	Mr Tom Streater	(07) 3878 9355 <a href="mailto:tom@dws.net.au">tom@dws.net.au</a>
The Registered Organisation Training Act for Organisations and Boards	Vibe Public Relations Consultancy	Ms Anne Andrews	0400 021 679 <a href="mailto:vibeprctraining@bigpond.com">vibeprctraining@bigpond.com</a>
Training Course for Registered Organisations - Governance and Finance	Western Australian Shire Councils, Municipal Road Boards, Health Boards, Parks, Cemeteries and Racecourse, Public Authorities, Water Boards Union	Mr Andrew Johnson	<a href="mailto:andrew.johnson@lgrceu.org">andrew.johnson@lgrceu.org</a>
MTAQ Registered Organisation Governance Course	Motor Trades Association of Queensland Industrial Organisation of Employers	Mr Paul Murray	<a href="mailto:paulm@mtaq.com.au">paulm@mtaq.com.au</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, [NAME], being the [OFFICER] of the [ORGANISATION NAME], 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*:

*[delete all that do not apply]*

- On [DATE] the address of the organisation changed to [STREET ADDRESS].<sup>1</sup>
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:<sup>2</sup>
  1. *[include OLD name and address and NEW name and address of every branch that has changed]*
  2. ...
- 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.
- On [DATE] the following branch[es]:<sup>3</sup>
  - COMMENCED operation:
    1. *[include name of each new branch]*
    2. ...
  - CEASED operation:
    1. *[include name of each closed branch]*
    2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

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<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(b) & (c)

## 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
National	1.1.2014	Secretary	Full Name	Full Name	c/- the Registered Organisation, postal address of Registered Organisation	Paid official
	25.12.2013	President	vacant	Full Name	As above	mechanic
...						
NSW	1.1.2014 (resigned) 7.1.2014 (appointed)	President	Full Name	Full Name	c/- the Branch, postal address of the Branch	mechanic
		Committee of Management Member	Full Name	Full Name	As above	mechanic
		Treasurer	Full Name	vacant	vacant	vacant
...						



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Executive Officer  
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#### **A notice must be published on the organisation's website**

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#### **Holders of office required to undertake approved training**

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Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be provided for in your organisation's rules.

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1. Person(s) who have ceased to hold office:
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  - the date of the change of office holder; and
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The Australian Workers' Union Professional Training Program Financial Duties of Officers	Australian Workers' Union	General enquiries	(02) 8005 3333 <a href="mailto:members@nat.awu.net.au">members@nat.awu.net.au</a>
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ACTU s.154C Training— Union Governance	Australian Council of Trade Unions (ACTU)	Organising Centre Enquiries	(03) 9664 7360 <a href="mailto:orgcentre@actu.org.au">orgcentre@actu.org.au</a>
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Governance and Financial Accountability for Registered Organisations	Local Government New South Wales	Ms Sarah Artist	(02) 9242 4182 <a href="mailto:learning@lgnsw.org.au">learning@lgnsw.org.au</a>
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Training Course for Registered Organisations - Governance and Finance	Western Australian Shire Councils, Municipal Road Boards, Health Boards, Parks, Cemeteries and Racecourse, Public Authorities, Water Boards Union	Mr Andrew Johnson	<a href="mailto:andrew.johnson@lgrceu.org">andrew.johnson@lgrceu.org</a>
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  - CEASED operation:
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Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

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<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(b) & (c)

## ANNEXURE A

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National	1.1.2014	Secretary	Full Name	Full Name	c/- the Registered Organisation, postal address of Registered Organisation	Paid official
	25.12.2013	President	vacant	Full Name	As above	mechanic
...						
NSW	1.1.2014 (resigned) 7.1.2014 (appointed)	President	Full Name	Full Name	c/- the Branch, postal address of the Branch	mechanic
		Committee of Management Member	Full Name	Full Name	As above	mechanic
		Treasurer	Full Name	vacant	vacant	vacant
...						



25 January 2017

Ms Angela Stefani  
Executive Officer  
Australian Principals Federation  
astefani@apf.net.au

Dear Ms Stefani

**Organisation must respond to the post-election report of the Australian Electoral Commission: E2016/142**

On 25 November 2016 the Fair Work Commission (the Commission) received a post election report from the Australian Electoral Commission (AEC) for election E2016/142 dated 25 November 2016. The AEC will have also provided the report to the organisation under section 197 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The report identifies rules that were difficult to interpret or apply, in particular rule(s) 10(h)(iv). This letter serves as a reminder of the obligations imposed on the organisation or branch as a consequence of the AEC's report. If a response has already been sent to the AEC and made available to all members please disregard this letter.

**A notice must be published on the organisation's website**

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regs 141(4) and (5)).

**A written response must be provided to the AEC**

A written response must be provided to the AEC within 30 days of receipt of the report. The organisation's response must include whether the organisation or branch intends to take action and if so what action the organisation or branch intends to take (s198(2)).

**Extract of report must be made available to members**

The organisation or branch must make the section of the report relating to the difficult rules available to its members (s198(3)). This extract from the report must be made available to the members before or at the same time as the organisation's response is made available to members.

**Written response must be made available to members**

A copy of the organisation's response to the AEC must be made available to members either:

- within 30 days after the response is given to the AEC, or
- published in the next edition of the organisation or branch journal (s198(5))

Subsection 198(6) and regulation 142 prescribe ways in which the relevant extract and the copy of the response can be made available to members. These do not limit the ways in which they can be made available to members. The organisation will comply if it does all of the following:-

- publish the report extract and the copy of the response in the next edition of the organisation or branch's journal; and

- within 30 days of giving the response to the AEC:
  - lodges with the Commission a copy of the relevant extract and response, together with a declaration that a copy will be provided to any member who so requests; and
  - give notice in the next edition of the organisation or branch's journal, or an appropriate newspaper, that a copy of the relevant extract and response are available on request to each member free of charge; and
- publish the relevant extract on the website within 14 days after receiving the report, and publish the response on the website within 14 days of giving the response to the AEC (reg 142(2)).

### **Penalties may apply**

If the organisation or branch does not:

- respond to the AEC within 30 days,
- make the extract of the report relating to the rules available to members no later than the organisation's response is made available to members, or
- make the organisation's response available to members within 30 days or in the next edition of the journal,

the organisation may face penalties under the RO Act. Each requirement listed above is a civil penalty provision that may result in fines for the organisation

As noted above, if the response and report have already been made available to members and the AEC, please disregard this letter. If you have any questions in relation to these obligations please contact the Commission for assistance by email to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).

### **If the organisation or branch decides to alter its rules in response to the AEC's report**

If the organisation or branch decides to alter its rules in response to the AEC's report, the Regulatory Compliance Branch of the Commission is able to provide advice and assistance regarding draft alterations, as well as about the processes required to make the alterations. We encourage the organisation or branch to forward drafts of proposed alterations to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)

Yours sincerely

Debbie Ball

Regulatory Compliance Branch

Fair Work (Registered Organisations) Act 2009

**POST ELECTION REPORT**

**Australian Principals Federation**

**ELECTION/S COVERED IN THIS REPORT**

Election Decision No/s: E2016/140

**RULES**

Rules used for the election: [300V: Incorporates alterations of 24/06/16]  
[R2016/107]  
(replaces rule book dated 01/01/2014  
R2013/389)

Rules difficult to apply/interpret: Branch rule 10(h) (iv) needs to be changed to  
allow receipt of nominations by other method  
than just post.

Model Rule reference (if any): N/A

**ROLL OF VOTERS**

Total number of voters on the Roll: Stages 1 & 2 - Ballot not required

Number of apparent workplace addresses: Various, however appropriate given the nature  
of the organization.

Number of non-current addresses: Nil

Other matters pertaining to the roll of voters: Nil

**IRREGULARITIES**

Details of written allegations of irregularities, Nil  
and action taken by AEC:

Other irregularities identified, and action taken: Nil

**ATTACHMENTS**

Declaration of results



Jeff Webb  
Returning Officer  
25 November 2016

# Australian Principals Federation Victorian Branch Executive – E2016/140

## Declaration of Results for Uncontested Offices

Below are the results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

### Victorian Branch

#### Branch President

Candidates

PODBURY, Julie

#### Branch Vice President

Candidates

DURKIN, Steve

#### Branch Treasurer

Candidates

FINNERTY, David

#### Branch Executive Member (Primary)

Candidates

DALGLEISH, Andrew

#### Branch Executive Member (Secondary)

Candidates

EELES, Christopher John

#### Branch Executive Member (Comprehensive Sector) (Vic Branch)

Candidates

No nomination was received

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Jeff Webb  
Returning Officer

25 November 2016

Fair Work (Registered Organisations) Act 2009

**POST ELECTION REPORT**

**Australian Principals Federation**

**ELECTION/S COVERED IN THIS REPORT**

Election Decision No/s: E2016/142

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Rules difficult to apply/interpret: Branch rule 10(h) (iv) needs to be changed to  
allow receipt of nominations by other method  
than just post.

Model Rule reference (if any): N/A

**ROLL OF VOTERS**

Total number of voters on the Roll: Ballot not required

Number of apparent workplace addresses: Nil.

Number of non-current addresses: Nil

Other matters pertaining to the roll of voters: Nil

**IRREGULARITIES**

Details of written allegations of irregularities, Nil  
and action taken by AEC:

Other irregularities identified, and action taken: Nil

**ATTACHMENTS**

Declaration of results



Jeff Webb  
Returning Officer  
25 November 2016

# Australian Principals Federation Federal Offices – E2016/142

## Declaration of Results for Uncontested Offices

Below are the results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

### Federal

#### Federal President

##### Candidates

BECKINGHAM, Peter

#### Federal Senior Vice President

##### Candidates

FINNERTY, David

#### Federal Junior Vice President

##### Candidates

KENDALL, Rodney

#### Federal Treasurer

##### Candidates

RIPP, Bevan

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Jeff Webb  
Returning Officer

25 November 2016





3 November 2016

Executive Officer  
Australian Principals Federation  
[apf@apf.net.au](mailto:apf@apf.net.au)

cc: Ron Bamford - President  
Australian Principals Federation  
Western Australian Branch  
[apf@apf.net.au](mailto:apf@apf.net.au)

Dear Executive Officer,

### **Reminder of actions required when persons elected to office**

The Australian Electoral Commission has provided the Fair Work Commission (the Commission) a declaration of results for the election of parts 1 and 2 uncontested positions for WA Branch [E2016/141]. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

#### **A notice must be published on the organisation's website**

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1. Person(s) who have ceased to hold office:
  - the name of the office vacated;

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Melbourne VIC 3001

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Email : [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Internet : [www.fwc.gov.au](http://www.fwc.gov.au)

- the date of the change of office holder; and
  - the name of the person vacating the office.
2. Person(s) who have commenced to hold office:
- the name of the office now held;
  - the date of the change of office holder;
  - the name of the person now holding the office;
  - the postal address of the person (generally the postal address of the organisation); and
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Marianne Kay  
Regulatory Compliance Branch

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AHAWA Governance and Financial Training	Australian Hotels Association (WA Branch)	Mr Bradley Woods	(08) 9321 7701 <a href="mailto:ceo@ahawa.asn.au">ceo@ahawa.asn.au</a>
APTIA Governance and Financial Training Package	Australian Public Transport Industrial Association	Mr Ian MacDonald	(02) 6247 5900 <a href="mailto:imacdonald@bic.asn.au">imacdonald@bic.asn.au</a>
Handbook for Councillors of the Australian Industry Group	Australian Industry Group (for provision to Ai Group Councillors only. Not for external parties)	Ms Jenifer Leuba	(03) 9867 0174 <a href="mailto:jenifer.leuba@aigroup.asn.au">jenifer.leuba@aigroup.asn.au</a>
The Australian Workers' Union Professional Training Program Financial Duties of Officers	Australian Workers' Union	General enquiries	(02) 8005 3333 <a href="mailto:members@nat.awu.net.au">members@nat.awu.net.au</a>
In-Boardroom: Governance and Finance for Registered Organisations	Australian Institute of Company Directors	Various	<a href="#">AICD state-based contacts</a>
ACTU s.154C Training— Union Governance	Australian Council of Trade Unions (ACTU)	Organising Centre Enquiries	(03) 9664 7360 <a href="mailto:orgcentre@actu.org.au">orgcentre@actu.org.au</a>
Governance of Registered Organisations	Weston Woodley & Robertson Chartered Accountants	Mr Dennis Robertson	(02) 9264 9144 <a href="mailto:dennisr@wwr.com.au">dennisr@wwr.com.au</a>
Governance and Financial Accountability for Registered Organisations	Local Government New South Wales	Ms Sarah Artist	(02) 9242 4182 <a href="mailto:learning@lgnsw.org.au">learning@lgnsw.org.au</a>
Australian Hotels Association Financial Management Training	Australian Hotels Association (for provision to AHA officers only. Not for external parties)	Mr Stephen Ferguson	(02) 6273 4007 <a href="mailto:ceo@aha.org.au">ceo@aha.org.au</a>
Governance and Finance Training for Registered Organisations	Dickson Wohlsen Pty Ltd, trading as CTA Training	Mr Tom Streater	(07) 3878 9355 <a href="mailto:tom@dws.net.au">tom@dws.net.au</a>
The Registered Organisation Training Act for Organisations and Boards	Vibe Public Relations Consultancy	Ms Anne Andrews	0400 021 679 <a href="mailto:vibeprctraining@bigpond.com">vibeprctraining@bigpond.com</a>
Training Course for Registered Organisations - Governance and Finance	Western Australian Shire Councils, Municipal Road Boards, Health Boards, Parks, Cemeteries and Racecourse, Public Authorities, Water Boards Union	Mr Andrew Johnson	<a href="mailto:andrew.johnson@lgrceu.org">andrew.johnson@lgrceu.org</a>
MTAQ Registered Organisation Governance Course	Motor Trades Association of Queensland Industrial Organisation of Employers	Mr Paul Murray	<a href="mailto:paulm@mtaq.com.au">paulm@mtaq.com.au</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, [NAME], being the [OFFICER] of the [ORGANISATION NAME], 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*:

*[delete all that do not apply]*

- On [DATE] the address of the organisation changed to [STREET ADDRESS].<sup>1</sup>
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:<sup>2</sup>
  1. *[include OLD name and address and NEW name and address of every branch that has changed]*
  2. ...
- 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.
- On [DATE] the following branch[es]:<sup>3</sup>
  - COMMENCED operation:
    1. *[include name of each new branch]*
    2. ...
  - CEASED operation:
    1. *[include name of each closed branch]*
    2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

---

<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(b) & (c)

**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>National</i>	<i>1.1.2014</i>	<i>Secretary</i>	<i>Full Name</i>	<i>Full Name</i>	<i>c/- the Registered Organisation, postal address of Registered Organisation</i>	<i>Paid official</i>
	<i>25.12.2013</i>	<i>President</i>	<i>vacant</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
...						
<i>NSW</i>	<i>1.1.2014 (resigned) 7.1.2014 (appointed)</i>	<i>President</i>	<i>Full Name</i>	<i>Full Name</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>mechanic</i>
		<i>Committee of Management Member</i>	<i>Full Name</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
		<i>Treasurer</i>	<i>Full Name</i>	<i>vacant</i>	<i>vacant</i>	<i>vacant</i>
...						

# Australian Principals Federation Western Australian Branch Branch Executive Election

## Declaration of Results for Uncontested Offices

### E2016/141 – Part 2

Below are the results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

#### Branch Executive

##### Branch President

###### Candidates

SPENCE, Neil

##### Branch Vice President

###### Candidates

HUNT, Neil

##### Branch Treasurer

###### Candidates

PARTINGTON, Christopher John

##### Branch Executive Member (Primary Sector)

###### Candidates

BECKINGHAM, Peter

##### Branch Executive Member (Secondary Sector)

###### Candidates

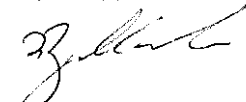
COTTRILL, Leigh

##### Branch Executive Member (District High)

###### Candidates

HUNT, Gregory James

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Simon Bulloch  
Returning Officer

31 October 2016

**Australian Principals Federation  
Federal and Branch Councillors  
Western Australian Branch**

**Declaration of Results for Uncontested Offices**

**E2016/141**

Below are the results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

**Federal Councillors - Primary Sector Representative (2)**

Candidates

BECKINGHAM, Peter Hugh  
RIPP, Bevan

**Federal Councillors - Secondary Sector Representative**

Candidates

COTTRILL, Leigh

**Branch Councillors**

**Branch Councillor from the Primary Sector (4)**

Candidates

BECKINGHAM, Peter Hugh  
PARTINGTON, Cristopher John  
RIPP, Bevan  
SPENCE, Neil

**Branch Councillor from the Secondary Sector (4)**

Candidates

COTTRILL, Leigh  
GEILES, Trevlyn  
GRAVES, Kya-Louise  
HUNT, Neil

**Branch Councillor from the District High School Sector (4)**

Candidates

GAZE, Fiona June  
HUNT, Gregory James  
LISTER, Adrian Bernard  
No further nomination was accepted

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Simon Bulloch  
Returning Officer

19 September 2016

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

**POST ELECTION REPORT**

**Client:** Australian Principals Federation Western Australian Branch  
**Contact details:** Ronald Bamford  
**Email:** [info@pfa.org.au](mailto:info@pfa.org.au)  
**Tel:** 08 6380 2344

**FWA contact officer:** Catherine Bebbington  
**Email:** [catherine.bebbington@fwc.gov.au](mailto:catherine.bebbington@fwc.gov.au)  
**Tel:** (Not provided)

**ELECTION/S COVERED IN THIS REPORT**

Election Decision No/s: E2016/141

**RULES**

Rules used for the election: [300V: Incorporates alterations of 24/06/16]  
[R2016/107] (replaces rule book dated 01/01/2014 R2013/389)

Model Rule reference (if any): N/A  
Rules difficult to apply/interpret: Nil

**ROLL OF VOTERS**

The roll of voters was supplied by the WA branch and used to post out the election notice and nomination form.

**IRREGULARITIES**

Details of written allegations of irregularities, and action taken by AEC: Nil

Other irregularities identified, and action taken: Nil

**ATTACHMENTS**

Declaration of Results for Uncontested Offices for Parts 1 and 2.



Simon Bulloch  
Returning Officer  
1 November 2016





31 October 2016

Ms Angela Stefani  
Executive Officer  
Australian Principals Federation  
apf@apf.net.au

Dear Ms Stefani,

cc: Victorian Branch

### **Reminder of actions required when persons elected to office**

The Australian Electoral Commission has provided the Fair Work Commission (the Commission) a declaration of results for the election of a contested office for the Victorian Branch [E2016/140]. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

#### **A notice must be published on the organisation's website**

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the Fair Work (Registered Organisations) Regulations 2009).

#### **Holders of office required to undertake approved training**

Section 154D(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires the rules of organisations (and branches of organisations) to require each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe. A list of approved training providers is attached.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be provided for in your organisation's rules.

#### **Organisation must notify the Commission of changes**

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Australian Principals Federation-Victorian Branch must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
  - the name of the office vacated;
  - the date of the change of office holder; and
  - the name of the person vacating the office.
  
2. Person(s) who have commenced to hold office:

11 Exhibition Street  
Melbourne VIC 3000  
GPO Box 1994  
Melbourne VIC 3001

Telephone: (03) 8656 4753  
Email : [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Internet : [www.fwc.gov.au](http://www.fwc.gov.au)

- the name of the office now held;
- the date of the change of office holder;
- the name of the person now holding the office;
- the postal address of the person (generally the postal address of the organisation); and
- the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. A template notification of changes, which may assist you, is attached. If any change does not apply until a date in the future, you do not need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

Marianne Kay  
Regulatory Compliance Branch

# List of approved governance training packages

Approved training material	Provider	Contact person	Contact details
AHAWA Governance and Financial Training	Australian Hotels Association (WA Branch)	Mr Bradley Woods	(08) 9321 7701 <a href="mailto:ceo@ahawa.asn.au">ceo@ahawa.asn.au</a>
APTIA Governance and Financial Training Package	Australian Public Transport Industrial Association	Mr Ian MacDonald	(02) 6247 5900 <a href="mailto:imacdonald@bic.asn.au">imacdonald@bic.asn.au</a>
Handbook for Councillors of the Australian Industry Group	Australian Industry Group (for provision to Ai Group Councillors only. Not for external parties)	Ms Jenifer Leuba	(03) 9867 0174 <a href="mailto:jenifer.leuba@aigroup.asn.au">jenifer.leuba@aigroup.asn.au</a>
The Australian Workers' Union Professional Training Program Financial Duties of Officers	Australian Workers' Union	General enquiries	(02) 8005 3333 <a href="mailto:members@nat.awu.net.au">members@nat.awu.net.au</a>
In-Boardroom: Governance and Finance for Registered Organisations	Australian Institute of Company Directors	Various	<a href="#">AICD state-based contacts</a>
ACTU s.154C Training— Union Governance	Australian Council of Trade Unions (ACTU)	Organising Centre Enquiries	(03) 9664 7360 <a href="mailto:orgcentre@actu.org.au">orgcentre@actu.org.au</a>
Governance of Registered Organisations	Weston Woodley & Robertson Chartered Accountants	Mr Dennis Robertson	(02) 9264 9144 <a href="mailto:dennisr@wwr.com.au">dennisr@wwr.com.au</a>
Governance and Financial Accountability for Registered Organisations	Local Government New South Wales	Ms Sarah Artist	(02) 9242 4182 <a href="mailto:learning@lgnsw.org.au">learning@lgnsw.org.au</a>
Australian Hotels Association Financial Management Training	Australian Hotels Association (for provision to AHA officers only. Not for external parties)	Mr Stephen Ferguson	(02) 6273 4007 <a href="mailto:ceo@aha.org.au">ceo@aha.org.au</a>
Governance and Finance Training for Registered Organisations	Dickson Wohlsen Pty Ltd, trading as CTA Training	Mr Tom Streater	(07) 3878 9355 <a href="mailto:tom@dws.net.au">tom@dws.net.au</a>
The Registered Organisation Training Act for Organisations and Boards	Vibe Public Relations Consultancy	Ms Anne Andrews	0400 021 679 <a href="mailto:vibeprctraining@bigpond.com">vibeprctraining@bigpond.com</a>
Training Course for Registered Organisations - Governance and Finance	Western Australian Shire Councils, Municipal Road Boards, Health Boards, Parks, Cemeteries and Racecourse, Public Authorities, Water Boards Union	Mr Andrew Johnson	<a href="mailto:andrew.johnson@lgrceu.org">andrew.johnson@lgrceu.org</a>
MTAQ Registered Organisation Governance Course	Motor Trades Association of Queensland Industrial Organisation of Employers	Mr Paul Murray	<a href="mailto:paulm@mtaq.com.au">paulm@mtaq.com.au</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, [NAME], being the [OFFICER] of the [ORGANISATION NAME], 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*:

*[delete all that do not apply]*

- On [DATE] the address of the organisation changed to [STREET ADDRESS].<sup>1</sup>
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:<sup>2</sup>
  1. *[include OLD name and address and NEW name and address of every branch that has changed]*
  2. ...
- 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.
- On [DATE] the following branch[es]:<sup>3</sup>
  - COMMENCED operation:
    1. [include name of each new branch]
    2. ...
  - CEASED operation:
    1. [include name of each closed branch]
    2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]*

---

<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(b) & (c)

## 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>
National	1.1.2014	Secretary	Full Name	Full Name	c/- the Registered Organisation, postal address of Registered Organisation	<i>Paid official</i>
...	25.12.2013	President	vacant	Full Name	As above	mechanic
NSW	1.1.2014 (resigned) 7.1.2014 (appointed)	President	Full Name	Full Name	c/- the Branch, postal address of the Branch	mechanic
		Committee of Management Member	Full Name	Full Name	As above	mechanic
		Treasurer	Full Name	vacant	vacant	vacant
...						

**Australian Principals Federation  
Federal Councillors and Branch Councillors - E2016/140**

**Declaration of Results for Contested Offices**

Below are the results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

**Victorian Branch**

Total number of names on the roll of voters	199
Ballot papers issued	199
Replacement ballot papers issued	0
<b>Total Ballot Papers Issued</b>	<b>199</b>
Ballot papers / envelopes returned for scrutiny	80
Less ballot papers / envelopes rejected at preliminary scrutiny	1
Adjusting balance	0
<b>Total Ballot Papers Admitted to Scrutiny</b>	<b>79</b>
Percentage of ballot papers returned to number issued	40
Ballot papers returned as unclaimed mail	2
Ballot papers not returned	117

**Branch Councillor from the Statewide Sector in the Statewide Secondary Sector**

<u>Candidates</u>	<u>Votes</u>
KENDALL, Rod	27
FINNERTY , David	50
Total votes	77
Formal ballot papers	77
Informal ballot papers	2

I declare David Finnerty elected.



Jeff Webb  
Returning Officer  
Australian Electoral Commission

28 October 2016



10 October 2016

Ron Bamford  
President  
Australian Principals Federation-Western Australian Branch  
apf@apf.net.au

Dear Mr Bamford,

### **Reminder of actions required when persons elected to office**

The Australian Electoral Commission has provided the Fair Work Commission (the Commission) a declaration of results for part 1 uncontested offices for the election [E2016/141] for WA Branch. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

#### **A notice must be published on the organisation's website**

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the *Fair Work (Registered organisations) Regulations 2009*).

#### **Holders of office required to undertake approved training**

Section 154D(1) of the Fair Work (Registered Organisations) Act 2009 (the RO Act) requires the rules of organisations (and branches of organisations) to require each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be provided for in your organisation's rules.

#### **Organisation must notify the Commission of changes**

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Australian Principals Federation-Western Australian Branch must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
  - ! the name of the office vacated;
  - ! the date of the change of office holder; and
  - ! the name of the person vacating the office.
  
2. Person(s) who have commenced to hold office:
  - ! the name of the office now held;

11 Exhibition Street  
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GPO Box 1994  
Melbourne VIC 3001

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Email : [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Internet : [www.fwc.gov.au](http://www.fwc.gov.au)

- ! the date of the change of office holder;
- ! the name of the person now holding the office;
- ! the postal address of the person (generally the postal address of the organisation); and
- ! the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. I have attached a template notification of changes which may assist you. If any change does not apply until a specific date, you don't need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

Marianne Kay  
Regulatory Compliance Branch



**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, [NAME], being the [OFFICER] of the [ORGANISATION NAME], 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*:

*[delete all that do not apply]*

- On [DATE] the address of the organisation changed to [STREET ADDRESS].<sup>1</sup>
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:<sup>2</sup>
  1. *[include OLD name and address and NEW name and address of every branch that has changed]*
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- 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.
- On [DATE] the following branch[es]:<sup>3</sup>
  - COMMENCED operation:
    1. [include name of each new branch]
    2. ...
  - CEASED operation:
    1. [include name of each closed branch]
    2. ...

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<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(b) & (c)

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within **35 days** of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.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 Outgoing Office Holder	Name of New Office Holder	Postal Address of New Office Holder	Occupation of New Office Holder
National	1.1.2014	Secretary	Full Name	Full Name	c/- the Registered Organisation, postal address of Registered Organisation	Paid official
...	25.12.2013	President	vacant	Full Name	As above	mechanic
NSW	1.1.2014 (resigned) 7.1.2014 (appointed)	President	Full Name	Full Name	c/- the Branch, postal address of the Branch	mechanic
...		Committee of Management Member Treasurer	Full Name	Full Name	As above	mechanic
			Full Name	vacant	vacant	vacant



4 October 2016

Ms Angela Stefani  
Executive Officer  
Australian Principals Federation  
apf@apf.net.au

Dear Ms Stefani,

### **Reminder of actions required when persons elected to office**

The Australian Electoral Commission has provided the Fair Work Commission (the Commission) a declaration of results for the election [E2016/142] for the Australian Principals Federation. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

#### **A notice must be published on the organisation's website**

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the *Fair Work (Registered organisations) Regulations 2009*).

#### **Holders of office required to undertake approved training**

Section 154D(1) of the Fair Work (Registered Organisations) Act 2009 (the RO Act) requires the rules of organisations (and branches of organisations) to require each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be provided for in your organisation's rules.

#### **Organisation must notify the Commission of changes**

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Australian Principals Federation must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
  - ! the name of the office vacated;
  - ! the date of the change of office holder; and
  - ! the name of the person vacating the office.
  
2. Person(s) who have commenced to hold office:
  - ! the name of the office now held;

11 Exhibition Street  
Melbourne VIC 3000  
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Email : [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Internet : [www.fwc.gov.au](http://www.fwc.gov.au)

- ! the date of the change of office holder;
- ! the name of the person now holding the office;
- ! the postal address of the person (generally the postal address of the organisation); and
- ! the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. I have attached a template notification of changes which may assist you. If any change does not apply until a specific date, you don't need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

Marianne Kay  
Regulatory Compliance Branch

**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, [NAME], being the [OFFICER] of the [ORGANISATION NAME], 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*:

*[delete all that do not apply]*

- On [DATE] the address of the organisation changed to [STREET ADDRESS].<sup>1</sup>
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:<sup>2</sup>
  1. *[include OLD name and address and NEW name and address of every branch that has changed]*
  2. ...
- 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.
- On [DATE] the following branch[es]:<sup>3</sup>
  - COMMENCED operation:
    1. [include name of each new branch]
    2. ...
  - CEASED operation:
    1. [include name of each closed branch]
    2. ...

---

<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(b) & (c)

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within **35 days** of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.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 Outgoing Office Holder</b>	<b>Name of New Office Holder</b>	<b>Postal Address of New Office Holder</b>	<b>Occupation of New Office Holder</b>
National	1.1.2014	Secretary	Full Name	Full Name	c/- the Registered Organisation, postal address of Registered Organisation	Paid official
...	25.12.2013	President	vacant	Full Name	As above	mechanic
NSW	1.1.2014 (resigned) 7.1.2014 (appointed)	President	Full Name	Full Name	c/- the Branch, postal address of the Branch	mechanic
		Committee of Management Member	Full Name	Full Name	As above	mechanic
		Treasurer	Full Name	vacant	vacant	vacant
...						



**Australian Principals Federation  
Federal and Branch Councillors  
Western Australian Branch**

**Declaration of Results for Uncontested Offices**

**E2016/141**

Below are the results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

**Federal Councillors - Primary Sector Representative (2)**

Candidates

BECKINGHAM, Peter Hugh  
RIPP, Bevan

**Federal Councillors - Secondary Sector Representative**

Candidates

COTTRILL, Leigh

**Branch Councillors**

**Branch Councillor from the Primary Sector (4)**

Candidates

BECKINGHAM, Peter Hugh  
PARTINGTON, Cristopher John  
RIPP, Bevan  
SPENCE, Neil

**Branch Councillor from the Secondary Sector (4)**

Candidates

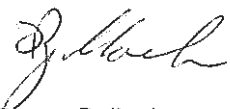
COTTRILL, Leigh  
GEILES, Trevlyn  
GRAVES, Kya-Louise  
HUNT, Neil

**Branch Councillor from the District High School Sector (4)**

Candidates

GAZE, Fiona June  
HUNT, Gregory James  
LISTER, Adrian Bernard  
No further nomination was accepted

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Simon Bulloch  
Returning Officer

19 September 2016

# Nominations accepted listing

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## Australian Principals Federation Scheduled Elections E2016/140 Federal Councillors and Branch Councillors

File Number: VIC 2016/423  
Returning Officer: Jeff Webb

---

Nominations in the above election closed at 5:00pm on Friday, 9 September 2016. The following nominations have been accepted. Where an office is identified as contested a ballot will be necessary.

### Federal Councillors and Branch Councillors

#### Federal

Office: Federal Councillor from the Primary Sector Representatives      None  
No. of positions: 2  
No. of nominees: 0  
Contested: No

Office: Federal Councillor from the Secondary Sector Representatives      Finnerty , David  
Kendall , Rod  
No. of positions: 2  
No. of nominees: 2  
Contested: No

#### Victorian Branch

Office: Branch Councillor from the Primary Sector in the North Eastern Victoria Region      Sloane , Ian  
No. of positions: 2  
No. of nominees: 1  
Contested: No

Office: Branch Councillor from the Primary Sector in the South Eastern Victoria Region      MacKay, Kevin John  
Arnold, Kathie  
No. of positions: 2  
No. of nominees: 2  
Contested: No

Office: Branch Councillor from the Primary Sector in the North Western Victoria Region No. of positions: 2 No. of nominees: 1 Contested: No	Piazza, Loretta
Office: Branch Councillor from the Primary Sector in the South Western Victoria Region No. of positions: 2 No. of nominees: 2 Contested: No	Dagleish, Andrew Durkin, Steve
Office: Branch Councillor from the Secondary Sector in the North Eastern Victoria Region No. of positions: 2 No. of nominees: 0 Contested: No	None
Office: Branch Councillor from the Secondary Sector in the South Eastern Victoria Region No. of positions: 2 No. of nominees: 2 Contested: No	Podbury, Julie Moir, Mark
Office: Branch Councillor from the Secondary Sector in the North Western Victoria Region No. of positions: 2 No. of nominees: 1 Contested: No	Eeles, Christopher John
Office: Branch Councillor from the Secondary Sector in the South Western Victoria Region No. of positions: 2 No. of nominees: 2 Contested: No	Walker, Meridith Kendall , Rod
Office: Branch Councillor from the Comprehensive Sector in the North Eastern Victoria Region No. of positions: 1 No. of nominees: 0 Contested: No	None
Office: Branch Councillor from the Comprehensive Sector in the South Eastern Victoria Region No. of positions: 1 No. of nominees: 1 Contested: No	Mooney, John Nimon

Office: Branch Councillor from the Comprehensive Sector in the North Western Victoria Region  
No. of positions: 1  
No. of nominees: 0  
Contested: No

None

Office: Branch Councillor from the Comprehensive Sector in the South Western Victoria Region  
No. of positions: 1  
No. of nominees: 0  
Contested: No

None

Office: Branch Councillor from the Statewide Sector in the Statewide Primary Sector  
No. of positions: 1  
No. of nominees: 0  
Contested: No

None

Office: Branch Councillor from the Statewide Sector in the Statewide Secondary Sector  
No. of positions: 1  
No. of nominees: 2  
Contested: Yes

Finnerty , David  
Kendall, Rod

Office: Branch Councillor from the Statewide Sector in the Statewide Comprehensive Sector  
No. of positions: 1  
No. of nominees: 0  
Contested: No

None



Reference: V2016/423 & V2016/325

Ms Angela Stefani  
Executive Officer  
Australian Principals Federation  
Suite 1315A  
401 Docklands Drive  
DOCKLANDS VIC 3008

Dear Ms Stefani

**Australian Principals Federation  
Federal Councillors and Branch Councillors  
E2016/140 & E2016/142**

I have accepted nominations in the above election from those members whose names are included in the attachment. If an office is identified as being contested a ballot will be necessary.

I will conduct a draw in my office at 10am on Thursday 22 September 2016 to determine the order in which candidates names will appear on the ballot paper. Candidates and their representatives are invited to attend.

The scrutiny of ballot papers will be held in this office immediately the ballot closes.

Candidates may appoint scrutineers to represent them during the course of the election. Any such appointment must be advised to me in writing. Scrutineers should contact me if they wish to be present at any stage of the ballot including the scrutiny. Scrutineers must produce a letter of authority or suitable identification on their initial introduction. Absence of a scrutineer will not delay any step in the election.

The Roll of Voters is available to members for inspection or copying. Any member wishing to inspect or copy the Roll should make an appointment with me. Supplementary lists of changes to the Roll will also be available upon request.

The ballot will open on Friday, 7 October 2016 and close at 10:00am on Friday, 28 October 2016.

Yours sincerely



Jeff Webb  
Returning Officer

20 September 2016

cc: all candidates

# Australian Principals Federation Federal Councillors and Branch Councillors

E2016/140 and E2016/142

## Declaration of Results for Uncontested Offices

Below are the results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

### Federal

#### **Federal Councillor from the Primary Sector Representatives (2)**

##### Candidates

No nominations were received

#### **Federal Councillor from the Secondary Sector Representatives (2)**

##### Candidates

FINNERTY , David

KENDALL , Rod

### Victorian Branch

#### **Branch Councillor from the Primary Sector in the North Eastern Victoria Region (2)**

##### Candidates

SLOANE , Ian

No further nomination was accepted

#### **Branch Councillor from the Primary Sector in the South Eastern Victoria Region (2)**

##### Candidates

ARNOLD, Kathie

MACKAY, Kevin John

#### **Branch Councillor from the Primary Sector in the North Western Victoria Region (2)**

##### Candidates

PIAZZA, Loretta

No further nomination was accepted

#### **Branch Councillor from the Primary Sector in the South Western Victoria Region (2)**

##### Candidates

DALGLEISH, Andrew

DURKIN, Steve

#### **Branch Councillor from the Secondary Sector in the North Eastern Victoria Region (2)**

##### Candidates

No nominations were received

#### **Branch Councillor from the Secondary Sector in the South Eastern Victoria Region (2)**

##### Candidates

MOIR, Mark

PODBURY, Julie

**Branch Councillor from the Secondary Sector in the North Western Victoria Region (2)**  
Candidates

EELES, Christopher John  
No further nomination was accepted

**Branch Councillor from the Secondary Sector in the South Western Victoria Region (2)**  
Candidates

KENDALL , Rod  
WALKER, Meridith

**Branch Councillor from the Comprehensive Sector in the North Eastern Victoria Region**  
Candidates

No nomination was received

**Branch Councillor from the Comprehensive Sector in the South Eastern Victoria Region**  
Candidates

MOONEY, John Nimon

**Branch Councillor from the Comprehensive Sector in the North Western Victoria Region**  
Candidates

No nomination was received

**Branch Councillor from the Comprehensive Sector in the South Western Victoria Region**  
Candidates

No nomination was received

**Branch Councillor from the Statewide Sector in the Statewide Primary Sector**

Candidates

No nomination was received

**Branch Councillor from the Statewide Sector in the Statewide Comprehensive Sector**  
Candidates

No nomination was received

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Jeff Webb  
Returning Officer  
20 September 2016



**Reference:** V2016/325 & V2016/423

Ms Angela Stefani  
Executive Officer  
Australian Principals Federation  
Suite 1315A  
401 Docklands Drive  
DOCKLANDS VIC 3008

Dear Ms Stefani,

**Australian Principals Federation  
Federal Councillors and Branch Councillors  
E2016/140 and E2016/142**

The declaration of the election for uncontested offices is attached.

The election is not yet complete.

Yours sincerely



Jeff Webb  
Returning Officer

20 September 2016

cc all candidates





# DECISION

*Fair Work (Registered Organisations) Act 2009*  
s.189—Arrangement for conduct of an election

**Australian Principals Federation**  
(E2016/140, E2016/141 & E2016/142)

MR ENRIGHT

MELBOURNE, 24 JUNE 2016

*Arrangement for conduct of election.*

[1] On 9 May 2016, the Australian Principals Federation (the organisation) and its branches lodged with the Fair Work Commission the prescribed information in relation to an election for the following offices:

- Federal President
- Federal Senior Vice President
- Federal Junior Vice President
- Federal Treasurer

## **Victorian Branch**

Federal Councillors comprising:  
Primary Sector Representative (2)  
Secondary Sector Representative (2)

Branch Executive comprising:  
Branch President  
Branch Vice President  
Branch Treasurer  
Branch Executive Members from the following sectors:  
Primary Sector  
Secondary Sector  
Comprehensive Sector

Branch Councillors comprising:  
Primary Sector Representatives from the following regions:  
North Eastern Victoria region (2)  
South Eastern Victoria region (2)  
North Western Victoria region (2)  
South Western Victoria region (2)  
Secondary Sector Representatives from the following regions:  
North Eastern Victoria region (2)  
South Eastern Victoria region (2)

North Western Victoria region (2)  
South Western Victoria region (2)  
Comprehensive Sector Representatives from the following regions:  
North Eastern Victoria region  
South Eastern Victoria region  
North Western Victoria region  
South Western Victoria region  
Statewide Sector Representatives from the following Sectors:  
Statewide Primary Sector  
Statewide Secondary Sector  
Statewide Comprehensive Sector

### **Western Australian Branch**

Federal Councillors comprising:  
Primary Sector Representative (2)  
Secondary Sector Representative

Branch Executive comprising:  
Branch President  
Branch Vice President  
Branch Treasurer  
Branch Executive Members from the following sectors:  
Primary Sector  
Secondary Sector  
District High School Sector

Branch Councillors comprising representatives from the following Sectors:  
Primary Sector (4)  
Secondary Sector (4)  
District High School Sector (4)

[2] Today I certified, in part, rule alterations that impact upon the election process.<sup>1</sup> I draw the organisation's attention to alterations I did not certify which would have allowed the organisation and its branches to appoint to offices that were vacant because insufficient nominations were received at an election. I remind the organisation that offices must be filled by election in accordance with the rules.<sup>2</sup> Should insufficient nominations be received further prescribed information is to be lodged as soon as possible for another election.

---

<sup>1</sup> [2016] FWCD 4123.

<sup>2</sup> Section 143(1)(a) of the *Fair Work (Registered Organisations) Act 2009*.

[3] I am satisfied that an election for the abovenamed offices is required to be held under the rules of the organisation and, under subsection 189(3) of the *Fair Work (Registered Organisations) Act 2009*, I am making arrangements for the conduct of the election by the Australian Electoral Commission.



DELEGATE OF THE GENERAL MANAGER

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**Australian Principals Federation**  
ABN: 57 322 696 251

**APF**

Suite1315A  
401 Docklands Drive  
Docklands Vic 3008  
Tel: 03 8566 7627  
Email: [apf@apf.net.au](mailto:apf@apf.net.au)

Prescribed Information for Election – (Sec 189 (1)) – *Fair Work (Registered Organisations) Act 2009*

I, Ron Bamford, President of the Australian Principals Federation (APF), make the following statement:

I am the Federal President.

I am authorized to lodge the following prescribed information concerning forthcoming elections of the Australian Principals' Federation – Federal Office.

I confirm that the following information is being lodged under subsection 189 (1) of the Fair Work (Registered Organisations) Act 2009 and Regulation 138 of the Regulations.

Ron Bamford  
President – Federal

10<sup>th</sup> May 2016

*Pursuant to Regulation 138 Prescribed Information for Election, Fair Work (Registered Organisations) Regulations 2009, the following is provided:*

## **FEDERAL OFFICE ELECTIONS**

(a) The name of each office or position for which an election is required;

### **1. Federal Offices**

- Federal President 1 position
- Federal Senior Vice President 1 position
- Federal Junior Vice President 1 position
- Federal Treasurer 1 position

### **2. Federal Council**

Federal Councillor – Victorian Branch 4 positions

Comprising:

- Primary Sector Representative 2 positions
- Secondary Sector Representative 2 positions  
(Incorporating one representative per each 500 members)

Federal Councillor – West Australian Branch 3 positions

Comprising:

- Primary Sector Representative 2 positions
- Secondary Sector Representative 1 position

- (b) The reason for the election is that:
- (i) The term of the office or position has expired or is due to expire in the normal course of events;
- (c) If more than one of the offices or positions for which an election is required has the same name, and the number of offices or positions can, under the rules of the relevant organization or branch, be determined before the prescribed day – the number of those offices or positions;

This is addressed and detailed above.

- (d) If the electorate comprises only members of a branch, section or other division of an organization – the name of the branch, section or division;

**The Federal Councillors from Victoria** are elected by secret ballot by and from financial members of the Victorian Branch. (Rules 17 and 21 (b)(i))

**The Federal Councillors from Western Australia** shall be elected by secret ballot by and from the financial members of the Western Australian Branch. (Rules 17 and 21 (b) (ii))

The Federal Officers of Federal President, Federal Senior Vice President, Federal Junior Vice President and Federal Treasurer are elected by the members of the Federal Electoral College by secret ballot from among the members of the Federal Electoral College constituted under Rule 20A who are eligible to hold such office or position by ballot commencing at the first meeting of the Federal Electoral College after the declaration of the election of the ballot referred to in the preceding rule. The Federal Electoral College shall meet within one month of the said declaration. (Rule 15 and 21A(b)).

Rule 15 provides that the Federal President and Federal Junior Vice President shall come from the opposite sector to the Federal Senior Vice President and Federal Treasurer and that at least one member of the Federal Executive, which is comprised of the Federal Officers shall be from Western Australia.

- (e) The date and time of the beginning and end of the period in which nominations of candidates will be called for or may be made under the rules of the organization or branch in relation to the election;

These are to be the following:

19 <sup>th</sup> August 2016	Call for nominations by 5.00pm
9 <sup>th</sup> September 2016	Nominations close by 5.00pm
7 <sup>th</sup> October 2016	Ballot opens
28 <sup>th</sup> October 2016	Ballot Closes

In respect of the Federal Executive as follows under Rule 21A Election of Federal President, Federal Senior Vice President, Federal Junior Vice President and Federal Treasurer by Federal Electoral College

25 <sup>th</sup> November 2016	Election of President, Federal Senior Vice President, Federal Junior Vice President and Federal Treasurer
--------------------------------	---

- (f) The day provided for in the rules of the organization as the day on which the roll of voters is to be closed;

12 <sup>th</sup> August 2016	Closure of electoral roll by 5.00pm (Rule 21 (e) (xv))
------------------------------	--

- (g) The kind of voting system to be used in the conduct of the election is:
  - (i) A direct voting system
  - (ii) A collegial voting system for the Federal Officers by and from the Federal Electoral College
- (2) The prescribed information lodged by an organization or branch under subsection 189 (1) of the Act must contain a statement, signed by an officer of the organization or branch who is authorized to sign the statement, that the information is lodged under subsection 189 (1) of the Act.

This is addressed and provided above.



**Australian Principals Federation**  
ABN: 57 322 696 251

**APF**

PO Box 3496  
Success WA 6964  
Tel: 0403 262049  
Email: [info@pfwa.org.au](mailto:info@pfwa.org.au)

Prescribed Information for Election – (Sec 189 (1)) – *Fair Work (Registered Organisations) Act 2009*

I, Ron Bamford, President of the Australian Principals Federation – Western Australian Branch (APF), make the following statement:

I am the President of the Australian Principals Federation - Western Australian Branch.

I am authorised to lodge the following prescribed information concerning forthcoming elections of the Australian Principals' Federation – Western Australian Branch.

I confirm that the following information is being lodged under subsection 189 (1) of the Fair Work (Registered Organisations) Act 2009 and Regulation 138 of the Regulations.

Ron Bamford  
President Western Australian Branch  
10<sup>th</sup> May 2016

*Pursuant to Regulation 138 Prescribed Information for Election, Fair Work (Registered Organisations) Regulations 2009, the following is provided:*

## **VICTORIAN BRANCH ELECTIONS**

(a) The name of each office or position for which an election is required;

### **1. Western Australian Branch Offices/Branch Executive Positions**

- Branch President 1 position
- Branch Vice President 1 position
- Branch Treasurer 1 position
- Branch Executive Member from the Primary Sector 1 position
- Branch Executive Member from the Secondary Sector 1 position
- Branch Executive Member from the District High School Sector 1 position

### **2. Western Australian Branch Council**

**Twelve Councilors as follows:**

- State Councilor from the Primary Sector 4 positions
- State Councilor from the Secondary Sector 4 positions
- State Councilor from the District High School Sector 4 positions

- (b) The reason for the election is that:
- (i) The terms of the offices and existing Branch Executive and Branch Councilor positions are due to expire in the normal course of events;
  - (ii) The Branch Council has resolved in accordance with Rules 6(e), 47(8)(b) and 47(14)(f) as to the number of Branch Councilors to apply and the allocation of members to sectors.
- (c) If more than one of the offices or positions for which an election is required has the same name, and the number of offices or positions can, under the rules of the relevant organization or branch, be determined before the prescribed day – the number of those offices or positions;
- This is addressed and detailed above.
- (d) If the electorate comprises only members of a branch, section or other division of an organisation – the name of the branch, section or division;

#### **Western Australian Branch Offices/ Branch Executive Positions**

The offices of Branch President, Branch Vice President and Branch Treasurer and the positions of Branch Executive Members from each of the Primary, Secondary and District High sectors shall be elected by the members of the Branch Electoral College by secret ballot among the members of the Branch Electoral College eligible to hold such office or position within one month of its election pursuant to the Rule 47(15)(b). The Branch Executive is to comprise:

Branch President  
 Branch Vice President  
 Branch Treasurer  
 Branch Executive member from the Primary Sector  
 Branch Executive member from the Secondary Sector  
 Branch Executive member from the District High School Sector

#### **Western Australian Branch Councilor Positions - Sector Representatives**

The Branch Council Primary Sector Representatives from each Region are to be elected by and from the members in that sector from each region.

The Branch Council Secondary Sector Representatives from each Region are to be elected by and from the members in that sector from each region.

The Branch Council District High School Sector Representative from each region is to be elected by and from the members in that sector from each region.

- (e) The date and time of the beginning and end of the period in which nominations of candidates will be called for or may be made under the rules of the organisation or branch in relation to the election;

In respect of the Western Australian Branch Council elections these are to be the following in accordance with Rule 47(10) (h):

19 <sup>th</sup> August 2016	Call for nominations by 5.00pm
9 <sup>th</sup> September 2016	Nominations close by 5.00pm
7 <sup>th</sup> October 2016	Ballot opens



28<sup>th</sup> October 2016          Ballot Closes

In respect of the Western Australian Branch Offices and Branch Executive Positions as follows under Rule 47(15)

28th November 2016          Election of President, Vice President, Treasurer and Branch Executive  
by Branch Electoral College

- (f) The day provided for in the rules of the organisation as the day on which the roll of voters is to be closed;

12th August 2016          Closure of electoral roll by 5.00pm (Rule 47 (10) (h) (xv))

- (g) The kind of voting system to be used in the conduct of the election is:

- (i)          A direct voting system
- (ii)        A Collegial Voting system for the Branch Offices and Branch Executive Positions.

- (2) The prescribed information lodged by an organization or branch under subsection 189 (1) of the Act must contain a statement, signed by an officer of the organization or branch who is authorized to sign the statement, that the information is lodged under subsection 189 (1) of the Act.

This is addressed and provided above.



**Australian Principals Federation**  
ABN: 57 322 696 251

**APF**

Suite 1315A  
401 Docklands Drive  
Docklands Vic 3008  
Tel: 03 8566 7627  
Fax: 03 8566 7630  
Email: [apf@apf.net.au](mailto:apf@apf.net.au)

Prescribed Information for Election – (Sec 189 (1)) – *Fair Work (Registered Organisations) Act 2009*

I, Julie Podbury, President of the Australian Principals Federation – Victorian Branch (APF), make the following statement:

I am the President of the Australian Principals Federation - Victorian Branch.

I am authorized to lodge the following prescribed information concerning forthcoming elections of the Australian Principals' Federation – Victorian Branch.

I confirm that the following information is being lodged under subsection 189 (1) of the Fair Work (Registered Organisations) Act 2009 and Regulation 138 of the Regulations.

Julie Podbury  
President Victorian Branch  
10<sup>th</sup> May 2016

*Pursuant to Regulation 138 Prescribed Information for Election, Fair Work (Registered Organisations) Regulations 2009, the following is provided:*

## **VICTORIAN BRANCH ELECTIONS**

(a) The name of each office or position for which an election is required;

### **1. Victorian Branch Offices/Branch Executive Positions**

- Branch President 1 position
- Branch Vice President 1 position
- Branch Treasurer 1 position
- Branch Executive Member from the Primary Sector 1 position
- Branch Executive Member from the Secondary Sector 1 position
- Branch Executive Member from the Comprehensive Sector 1 position

### **2. Victorian Branch Council**

#### **Twenty-three Councilors as follows:**

Primary Sector Representatives for the APF Victorian Branch Council from the following regions:

- North Eastern Victoria Region 2 positions
- South Eastern Victoria Region 2 positions
- North Western Victoria Region 2 positions
- South Western Victoria Region 2 positions

Secondary Sector Representatives for the APF Victorian Branch Council from the following regions:

- North Eastern Victoria Region 2 positions
- South Eastern Victoria Region 2 positions
- North Western Victoria Region 2 positions
- South Western Victoria Region 2 positions

Comprehensive Sector Representatives for the APF Victorian Branch Council from the following regions:

- North Eastern Victoria Region 1 position
- South Eastern Victoria Region 1 position
- North Western Victoria Region 1 position
- South Western Victoria Region 1 position

Statewide Sector Representatives for the APF Victorian Branch Council from the following Sectors:

- Statewide Primary Sector Representative 1 position
- Statewide Secondary Sector Representative 1 position
- Statewide Comprehensive Sector Representative 1 position

(b) The reason for the election is that:

- (i) The terms of the offices and existing Branch Executive and Branch Councillor and positions are due to expire in the normal course of events;
- (ii) The Branch Council has resolved in accordance with Rules 6(e), 47(8)(b) and 47(14)(f) as to the number of Branch Councillors, the Sectors and Geographic Regions to apply and the allocation of members to sectors and for Branch Executive membership from the Comprehensive sector.

(c) If more than one of the offices or positions for which an election is required has the same name, and the number of offices or positions can, under the rules of the relevant organization or branch, be determined before the prescribed day – the number of those offices or positions;

This is addressed and detailed above.

(d) If the electorate comprises only members of a branch, section or other division of an organization – the name of the branch, section or division;

#### **Victorian Branch Offices/ Branch Executive Positions**

The offices of Branch President, Branch Vice President and Branch Treasurer and the positions of Branch Executive Members from the Primary, Secondary and Comprehensive sectors shall be elected by members of the Branch Electoral College by secret ballot among the members of the Branch Electoral College eligible to hold such office or position within one month of its election pursuant to the Rule 47(15)(b). The Branch Executive is to comprise:

- Branch President
- Branch Vice President
- Branch Treasurer
- Branch Executive member from the Primary Sector
- Branch Executive member from the Secondary Sector
- Branch Executive member from the Comprehensive Sector

#### **Victorian Branch Councillor Positions - Sector and Regional Representatives**

The Branch Council Primary Sector Representatives from each Region are to be elected by and from the members in that sector from each region.

The Branch Council Secondary Sector Representatives from each Region are to be elected by and from the members in that sector from each region.

The Branch Council Comprehensive Sector Representative from each region is to be elected by and from the members in that sector from each region.

The Victorian Statewide Branch Council Representative from each Sector is to be elected by and from the members in that sector.

- (e) The date and time of the beginning and end of the period in which nominations of candidates will be called for or may be made under the rules of the organization or branch in relation to the election;

In respect of the Victorian Branch Council elections these are to be the following in accordance with Rule 47(10) (h):

19<sup>th</sup> August 2016                      Call for nominations by 5.00pm

9<sup>th</sup> September 2016                      Nominations close by 5.00pm

7<sup>th</sup> October 2016                      Ballot opens

28<sup>th</sup> October 2016                      Ballot Closes

In respect of the Victorian Branch Offices and Branch Executive Positions as follows under Rule 47(15)

25<sup>th</sup> November 2016                      Election of President, Vice President, Treasurer and Branch Executive by Branch Electoral College

- (f) The day provided for in the rules of the organization as the day on which the roll of voters is to be closed;

12<sup>th</sup> August 2016                      Closure of electoral roll by 5.00pm (Rule 47 (10) (h) (xv))

- (g) The kind of voting system to be used in the conduct of the election is:

- (i) A direct voting system
- (ii) A Collegial Voting system for the Branch Offices and Branch Executive Positions

- (2) The prescribed information lodged by an organization or branch under subsection 189 (1) of the Act must contain a statement, signed by an officer of the organization or branch who is authorized to sign the statement, that the information is lodged under subsection 189 (1) of the Act.

This is addressed and provided above.