



**Australian Government**  
**Australian Industrial Registry**

Level 36, 80 Collins Street  
Melbourne, VIC 3000  
GPO Box 1994, Melbourne, VIC 3001  
Telephone: (03) 8661 7777  
Fax: (03) 9655 0401  
Email: melbourne@air.gov.au

Mr Philip Lovel  
Acting Secretary/Treasurer  
Australian Road Transport Industrial Association  
Victorian Branch  
PO Box 5  
SOUTH MELBOURNE VIC 3205

**RE: Schedule 1B of the Workplace Relations Act 1996 (the RAO Schedule) Financial Reports for year ended 30 June 2005 – FR2005/338**

I have received the financial documents of the Victorian Branch of the Australian Road Transport Industrial Organisation for the year ended 30 June 2005. The documents were lodged in the Industrial Registry on 21 December 2005.

The documents have now been filed.

Although the documents have been filed, I would like to comment on some issues arising out of the reports. I make these comments to assist you when you next prepare financial reports. You do not need to take any further action in respect of the financial reports already lodged.

**1. General Purpose Financial Report**

**Information to be provided to members or Registrar**

Please note the references to ss274(1), (2) and (3) of the Workplace Relations Act 1996 to provide information to members have now been superseded by ss272(5).

The new legislation now requires the report to include a notice drawing attention to ss272(1), (2) and (3) and the requirements under those subsections. Would you please ensure those subsections are copied into the GPFR in the next financial report of the Branch.

Should you wish to discuss this letter or if you require further information on the financial reporting requirements of the Act, I may be contacted on (03) 8661 7764 or by email at [dimitra.doukas@air.gov.au](mailto:dimitra.doukas@air.gov.au).

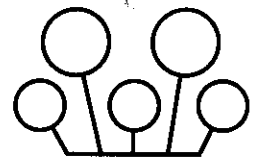
**Electronic Lodgement**

I encourage you to take advantage of the electronic lodgement service provided by the Registry for future lodgements. You may register as a user and then lodge your documents via the Electronic Lodgement page of the AIRC website at [www.airc.gov.au](http://www.airc.gov.au). Alternatively, you may send an email with the documents attached to [riateam3@air.gov.au](mailto:riateam3@air.gov.au).

Yours sincerely,

Dimitra Doukas  
Statutory Services Branch

14 March 2006

**ARTIO**Australian Road Transport  
Industrial Organisation

The Industrial Registrar  
Australian Industrial Registry  
Level 35, Nauru House  
80 Collins St  
MELBOURNE VIC 3000

20 December 2005

Att: Larry Powell

Dear Larry

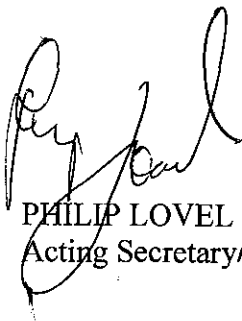
**RE: ARTIO Vic Branch Financial Statements for 2004/2005**

Please find attached financial statements for ARTIO Vic Branch for the 2004/2005 year along with all necessary paperwork required under the RAO Schedule of the Workplace Relations Act 1996.

Also, as advised in earlier correspondence I can inform you that the 2003/2004 accounts for ARTIO Vic Branch were put to the same meeting of members.

Please contact the Paul Ryan on 0415331031 if you require any further information.

Yours Faithfully



PHILIP LOVEL  
Acting Secretary/Treasurer

- **ARTIO** PO Box 5 South Melbourne Victoria 3205 T 03 9646 8590 F 03 9646 8596 E reception@vta.com.au
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- **ARTIO WA** 37 Cohn Street Carlisle Western Australia 6101 T 08 9355 3022 F 08 9355 3122 E reception@transportforumwa.com.au
- **ARTIO QLD** PO Box 325 Stones Corner Queensland 4120 T 07 3394 4388 F 07 3397 9324 E admin@qta.com.au

Affiliated associations:

New South Wales Road Transport Association Inc PO Box 7048 Wetherill Park BC New South Wales 2164 T 1300 679 782 F 9756 6274 E enquiries@nswrta.com.au

**Certificate of Secretary or other Authorised Officer**  
s268 of Schedule 1B Workplace Relations Act 1996

I *Philip Lovel* being the *Secretary/Treasurer* of the Australian Road Transport Industrial Organization Victorian Branch certify:

- that the documents lodged herewith are copies of the full report referred to in s268 of the RAO Schedule; and
- that the full report was provided to members on *14 October 2005*; and
- that the full report was presented to a *general meeting of members* of the reporting unit on 30 November 2005 in accordance with section 266 of the RAO Schedule.

Signature



Date:

*20/12/05*

*RAO regulation 162 prescribes the designated officer for the purpose of RAO schedule s268 as:*

- (a) the secretary; or
- (b) an officer of the organisation other than the secretary who is authorised by the organisation or by the rules of the organisation to sign the certificate mentioned in that paragraph.

**AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION, VICTORIAN  
BRANCH**

**OPERATING REPORT FOR THE YEAR ENDED 30 JUNE 2005**

**Principal Activities**

The principal activities of the Association during the financial year were to promote, protect and advance the interests of its members through the maintenance of AIRC Awards, the development of EBA's and representation of members in various state and federal industrial courts and commissions.

**Results of Principal Activities**

The Association's principal activities resulted in maintaining and improving the position of its members within the Industrial Relations framework.

**Significant Changes in Nature of Principal Activities**

There were no significant changes in the nature of the Association's principal activities during the financial year.

**Significant Changes in Association's Financial Affairs**

No matters or circumstances arose during the reporting year which significantly affected the financial affairs of the Association.

**Trustee or Director of Trustee Company of Superannuation Entity or Exempt Public Sector Superannuation Scheme**

The following officers of the Branch held reserved positions in the following entities:

Philip Lovel is a Director of TWU Superannuation Nominees Pty Ltd, a trustee company that is the trustee of the TWU Superannuation Fund.

**Number of Members**

The number of persons who, at the end of the financial year, were recorded on the Register of Members was 220.

**Rights of Members to Resign**

Any member has the right to resign from Association in accordance with the provisions of Rule 11 of the organisations's rules.

**Number of Employees**

The number of persons who were, at the end of the financial year, employees of the Association was 0.25 measured on a full time equivalent basis.


**Members of Committee of Management**

The persons who held office as members of the Committee of Management of the Association at the beginning of the financial year were:

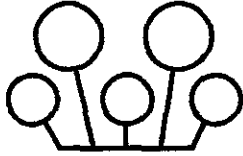
David Sinclair  
Tom O'Bryan  
Rod Lemish

Paul Freestone  
Philip Lovel

During the year, there were no changes in the Committee of Management.

  
Philip Lovel  
Secretary/Treasurer

Date: 5 October 2005



**ARTIO**

Australian Road Transport  
Industrial Organisation

To	_____
Company	_____
Facsimile	_____
Date	_____
Re	_____
No. of pages	_____

## NOTICE of ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of the Victorian Branch of the Australian Road Transport Industrial Organisation will be held at 12.45pm on Wednesday, 30 November at the offices of the Victorian Transport Association, Wirraway Dve, Fishermen's Bend.

### Order of Business:

1. To confirm the Minutes of the last AGM
2. To receive a report on the affairs of the organisation in 2004/2005.
3. To receive the attached Financial Reports, and related paperwork, of the Branch for the years 2003/2004 and 2004/2005.
4. Any other business.

By order of the Secretary/Treasurer.

for Philip Lovel  
Acting Secretary/Treasurer  
14 October 2005

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### Committee of Management Statement

On 5 October 2005 the Committee of Management of the Australian Road Transport Industrial Organization, Victorian Branch passed the following resolution to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 30 June 2005:

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

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply\* with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
  - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
  - (iv) no request of a member of the reporting unit or Registrar was made under section 272 of the RAO Schedule; and
  - (vi) there has been no order for inspection of financial records made by the Commission under s. 273 of the RAO Schedule

For Committee of Management: *Philip Lovel*

Title of Office held: Secretary/Treasurer

  
Signature:

Date: 5 October 2005

**AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION**

**VICTORIA BRANCH**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
JUNE 30, 2005**



**AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION  
VICTORIA BRANCH**

**BALANCE SHEET  
AS AT 30TH JUNE, 2005**

	NOTE	2005 \$	2004 \$
<b>CURRENT ASSETS</b>			
Cash		<u>695</u>	<u>976</u>
<b>TOTAL CURRENT ASSETS</b>		<u>695</u>	<u>976</u>
<b>TOTAL ASSETS</b>		<u>695</u>	<u>976</u>
<b>CURRENT LIABILITIES</b>			
Creditors and Borrowings		<u>275</u>	<u>275</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u>275</u>	<u>275</u>
<b>TOTAL LIABILITES</b>		<u>275</u>	<u>275</u>
<b>NET ASSETS</b>		<u><u>420</u></u>	<u><u>701</u></u>
<b>SHAREHOLDERS EQUITY</b>			
Accumulated Surpluses		<u>420</u>	<u>701</u>
<b>TOTAL SHAREHOLDERS EQUITY</b>		<u><u>420</u></u>	<u><u>701</u></u>

**AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION  
VICTORIA BRANCH**

**PROFIT AND LOSS STATEMENT  
FOR THE YEAR ENDED 30TH JUNE, 2005**

	NOTE	2005 \$	2004 \$
<b>INCOME</b>			
Members Subscriptions		<u>15,400</u>	<u>14,000</u>
<b>TOTAL INCOME</b>		<u>15,400</u>	<u>14,000</u>
<b>EXPENDITURE</b>			
<b>Office Expenses:</b>			
Audit Fees		275	275
Bank Charges & Interest		<u>6</u>	<u>4</u>
		281	279
<b>Professional Expenses:</b>			
Subscriptions - National Association		<u>15,400</u>	<u>11,462</u>
<b>TOTAL EXPENDITURE</b>		<u>15,681</u>	<u>11,741</u>
<b>OPERATING SURPLUS/(DEFICIT) FOR THE YEAR</b>		<u><u>(281)</u></u>	<u><u>2,259</u></u>

**AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION  
VICTORIA BRANCH**

**PROFIT AND LOSS APPROPRIATION ACCOUNT  
FOR THE YEAR ENDED 30TH JUNE, 2005**

	NOTE	2005 \$	2004 \$
<b>Operating Surplus/(Deficit) brought forward</b>		(281)	2,259
Accumulated surpluses at the beginning of the financial year.		<u>701</u>	<u>(1,558)</u>
<b>Total available for appropriation</b>		420	701
<b>Transfers to Reserves</b>		-	-
<b>Accumulated surpluses at the end of the year</b>		<u><u>420</u></u>	<u><u>701</u></u>

The accompanying notes form part of these financial accounts.

**AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION**  
**VICTORIA BRANCH**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**AS AT 30<sup>TH</sup> JUNE, 2004**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with applicable Australian Accounting Standards and the historical cost convention on the basis that the Organisation is a non reporting entity.

The financial statements are not purported to be general purpose financial reports and have been prepared exclusively for the use of the Organisation and its Committee of Management. The applicable Accounting Standards adopted are detailed in the notes to and forming part of the accounts.

The accounting policies adopted are consistent with those of the previous year unless otherwise stated.

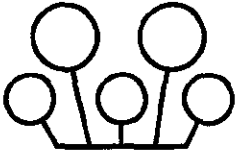
**Income Tax Expense**

The organisation is registered as an "Industrial Organisation" and has an exemption from income tax under Section 23(f) of the Income Tax Assessment Act.

**2. INFORMATION PROVIDED TO MEMBERS OR REGISTRAR**

In accordance with the requirements of the Industrial Relations Act 1988, as amended, the attention of Members is drawn to the provisions of Sub-Sections (1), (2) and (3) of Section 274 which reads as follows:-

- (1) A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.
- (2) An organisation shall, on application made under sub-section (1) by a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time as is prescribed.
- (3) A Registrar may only make an application under sub-section (1) at the request of a member of the organisation concerned, and the registrar shall provide to a member information received because of an application made at the request of the member."



**ARTIO**

Australian Road Transport  
Industrial Organisation

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<input type="checkbox"/>	Company	_____	<input type="checkbox"/>
<input type="checkbox"/>	Facsimile	_____	<input type="checkbox"/>
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6 March 2006.

Dimitra,

Further to our recent phone  
conversation, please find attached  
Auditor's Report for ARTIO Vic Branch.  
I assume it will be filed with the  
other papers.

Please contact me on [REDACTED]  
to confirm receipt.

Regards

NATIONAL INDUSTRIAL ADVISOR.

- ARTIO** PO Box 5 South Melbourne Victoria 3205 T 03 9646 8590 F 03 9646 8596 E reception@vta.com.au
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# Anderson & Associates

Certified Practising Accountants

## AUDITORS REPORT

### TO THE MEMBERS:

### AUSTRALIAN ROAD TRANSPORT INDUSTRIAL ORGANISATION – VICTORIA BRANCH

#### Scope

We have audited the accompanying accounts being the Committee of Management Statement, Statement of Financial Position, Statement of Financial Performance, Statement of Cash Flows and notes to and forming part of the accounts of Australian Road Transport Industrial Organisation - Victoria Branch for the year ended 30<sup>th</sup> June, 2005. The organisation's officers are responsible for the preparation and presentation of the accounts and the information they contain. We have conducted an independent audit of these accounts in order to express an opinion on them to the members of the organisation.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the accounts are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the accounts, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the accounts are presented fairly in accordance with Accounting Standards, statutory requirements and mandatory professional reporting requirements so as to present a view which is consistent with our understanding of the financial position and the results of its operation.

The audit opinion expressed in this report has been formed on the above basis.

#### Audit Opinion

In our opinion:

- (i) the organisation maintained satisfactory accounting records detailing the sources and nature of income (including income from members) and the nature and purpose of expenditure;
- (ii) in accordance with Section 276(2) of the Workplace Relations Act 1996 we were provided with access to all necessary records and documents and received satisfactory explanations from the organisation's officers and employees where necessary; and
- (iii) the accompanying accounts, which have been prepared from the accounting records and in accordance with Section 273 of the Workplace Relations Act 1996, as amended and applicable Accounting Standards, are properly drawn up so as to give a true and fair view of :-
  - the financial affairs of the organisation as at 30<sup>th</sup> June, 2005, and
  - the income, expenditure and financial result and cash flows of the organisation for the year ended on that date.

#### ANDERSON & ASSOCIATES



**JOHN V. ANDERSON** CPA  
Registered Company Auditor  
Signed at Ringwood 5 October 2005

Suite 102  
17 Heatherdale Road  
Ringwood Vic 3134

Phone: +61 3 9872 5544  
Fax: +61 3 9872 5588  
frontdesk@anderson-assoc.com.au

**All correspondence to: PO Box 438 Ringwood Vic 3134**

Challenging the Future Together