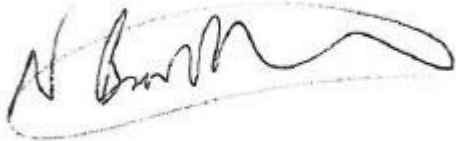


I, A/Prof. Nick Buckmaster, Federal Secretary of the Australian Salaried Medical Officers' Federation (ASMOF) declare that the following changes have occurred that require notification to the Fair Work Commission, and such changes are set out and contained in **Annexure A** to this declaration.

Declared on: 22 December 2014

A handwritten signature in black ink, appearing to read 'N. Buckmaster', enclosed within a faint, light-colored oval border.

---

**A/Prof Nick Buckmaster**  
**ASMOF Federal Secretary**

## ANNEXURE A

### AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION

As at 22 December 2014

#### Change to ASMOF Office Holders

1. Australian Capital Territory Branch

(a) **Branch President** Dr Lavinia Hallam - **appointed**

Dr Hallam was appointed to this position on 7 May 2014.

(b) **Branch Secretary** Dr Mark Hurwitz - **resigned**

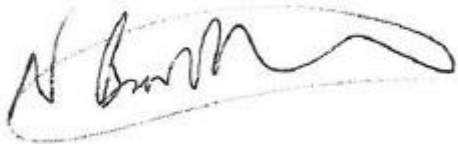
Dr Hurwitz resigned from this position on 29 October 2014.

(c) **Branch Secretary** Dr Richard Singer – **appointed**

Dr Singer was appointed to this position on 29 October 2014.

I, A/Prof. Nick Buckmaster, Federal Secretary of the Australian Salaried Medical Officers' Federation (ASMOF) declare that the following changes have occurred that require notification to the Fair Work Commission, and such changes are set out and contained in **Annexure A** to this declaration. Note that a number of the changes contained in sections 1-5 were identified and contained in the ASMOF Annual Return prepared for 2013, but additional information is now provided that was not available at that time. These are included in the attached Annexure for completeness.

Declared on: 29 July 2014

A handwritten signature in black ink, appearing to read 'N. Buckmaster', is written over a faint, light-colored signature line.

---

**A/Prof Nick Buckmaster**  
**ASMOF Federal Secretary**

**AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION**

As at 29 July 2014

**Change to ASMOF Office Holders****1. ASMOF Federal Executive:****(a) Federal Executive Member** Dr Guy Hibbins - **resigned**

Confirming, as per notification contained in the ASMOF Annual Return for 2013, that Dr Guy Hibbins (the representative on Federal Executive from the Commonwealth Branch of ASMOF - referred to as 'CASMOF'), notified administrative staff of ASMOF on 1 November 2013 that he was vacating this position due to a change in his employment circumstances.

**(b) Federal Executive Member** Dr David Chapman - **appointed**

Dr Chapman was appointed on 4 July 2014 to fill the vacancy created by the resignation of Dr Hibbins.

**2. ASMOF Federal Council:****(a) Federal Council Member** Dr Maarten Kamp (Qld) - **resigned**

Confirming, as per notification contained in the ASMOF Annual Return for 2013, that Dr Martin Kamp (a representative on Federal Council from the Queensland Branch of ASMOF) notified Qld staff of ASMOF on 29 January 2014 that he was resigning from this position.

**(b) Federal Executive Council** Dr David Chapman - **appointed**

Dr Chapman was appointed on 8 May 2014 to fill a pre-existing Commonwealth Branch of ASMOF vacancy on Council.

**3. ASMOF Victorian Branch**

- (a) Branch Councillor** Dr Allan Whitehead - **resigned**

Confirming, as per notification contained in the ASMOF Annual Return for 2013, that whilst completing such Annual Return, it was discovered that Dr Allan Whitehead had resigned his position on 15 February 2013.

**4. ASMOF Queensland Branch**

- (a) Branch President** Dr Maarten Kamp - **resigned**

Confirming, as per notification contained in the ASMOF Annual Return for 2013, that Dr Martin Kamp notified Qld staff of ASMOF on 29 January 2014 that he was resigning from this position.

- (b) Branch President** Dr Stephen Morrison - **appointed**

Dr Morrison was appointed on 22 July 2014 to fill the vacancy created by the resignation of Dr Kamp.

- (c) Branch Council member** Dr Paul Ryan - **resigned**

Dr Ryan resigned from this position on 14 July 2014.

- (d) Branch Council member** Dr Annette Swift - **resigned**

Dr Swift resigned from this position on 23 July 2014.

**5. ASMOF Commonwealth Branch**

- (a) Branch President** Dr Guy Hibbins - **resigned**

Confirming, as per notification contained in the ASMOF Annual Return for 2013, that Dr Guy Hibbins notified administrative staff of ASMOF on 1 November 2013 that he was vacating this position due to a change in his employment circumstances.

- (b) Branch Council member** Dr Therese Paulson – **resigned**

Dr Paulson resigned from this position effective from 25 July 2014.

6. **ASMOF Tasmania Branch**

- (a) **Branch Council member** Dr Halley Messenger - **resigned**

Dr Messenger resigned from this position on 28 April 2014.

- (b) **Branch Council member** Dr Garry Pearce - **resigned**

Dr Pearce resigned from this position on 25 February 2014.

7. **ASMOF Australian Capital Territory Branch**

- (a) **Branch President** Prof Peter Collignon - **resigned**

Professor Collignon resigned from this position on 1 May 2014.



18 May 2014

Dr Nick Buckmaster  
Federal Secretary  
Australian Salaried Medical Officers Federation  
Locked Mail Bag No. 13  
Glebe NSW 2037

Dear Dr Buckmaster

**Australian Salaried Medical Officers Federation  
Annual Return of Information for 2014 [AR2014/130]**

I acknowledge that we have received the 2014 annual return of information lodged by the Australian Salaried Medical Officers Federation in accordance with section 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

I note that the documents comprising the annual return were not lodged with the Fair Work Commission until 9 April 2014. As you have been previously advised, section 233 of the RO Act requires an organisation to lodge an annual return of information by 31 March in each year.

Please note that should an organisation fail to lodge its annual return in accordance with the RO Act, the General Manager or the Delegate may commence an inquiry under section 330 of the RO Act as to whether a civil penalty provision has been contravened. Should non-compliance by the organisation occur again, an inquiry into the organisation's inability to meet the legislative timeframe may be commenced without further notice.

The documents lodged on 9 April 2014 otherwise cover the required information for the 2014 annual return of the Australian Salaried Medical Officers Federation and can be viewed on the Fair Work Commission website through the List of Registered Organisations - <http://www.fwc.gov.au/index.cfm?pagename=regorgslist>

If you wish to discuss this letter, please contact Robert Pfeiffer by email at [robert.pfeiffer@fwc.gov.au](mailto:robert.pfeiffer@fwc.gov.au) or by telephone on (03) 8661 7936.

Yours sincerely,

Carolyn Moloney  
Regulatory Compliance Branch

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

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

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

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

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

### Obligation to notify of changes within 35 days

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





AMA House  
147 Davey Street  
Hobart TAS7000  
Ph: 03 6223 2047

The General Manager  
Fair Work Australia  
GPO Box 1994  
Melbourne VIC 3001

**Australian Salaried Medical Officers Federation Tasmanian Branch – RESIGNATION**

Please find enclosed a copy of the resignation of Dr Garry Pearce from ASMOF Tasmania.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tony Steven', is written in a cursive style.

**Tony Steven**  
Agent for Australian Salaried Medical Officers Federation Tasmanian Branch

**Tony Steven**

---

**From:** Pearce, Garry [REDACTED]  
**Sent:** Monday, 25 February 2013 6:33 AM  
**To:** [REDACTED]  
**Subject:** [REDACTED]

Dear Tony

[REDACTED]

As it was going to be my last meeting I just wanted to say what a great honour that John and the Board has allowed me to serve in this capacity and have a role in Tasmania's AMA during my stay here. It does take a little while to hit one's straps in a new state but the role has helped me to understand the politics and issues a lot quicker. I will continue to be involved in the AMA [REDACTED]

I would also be grateful if you could formally inform Federal AMA that I will no longer be the Tasmanian Representative. I do have roles on two Federal Committees, the Ethics and Legal Committee and the Healthy Ageing Committee. I have informed both Chairs of my departure but may continue on the committees depending on some discussion with the Federal Executive.

I wish you all the very best in your endeavours. There will always be many challenges for Tassie Health and Tassie needs the AMA to fight on behalf of the people more than most states.

Look forward to catching up with everyone later in March. I will send you my forwarding address and contacts.  
Regards  
Garry

---

**From:** Tony Steven [REDACTED]  
**Sent:** Friday, 22 February 2013 3:57 PM  
[REDACTED]  
[REDACTED]  
[REDACTED]

See attached papers.

Tony Steven  
CEO  
AMA Tasmania  
[REDACTED]  
[REDACTED]  
[REDACTED]





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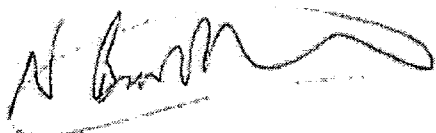
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I, A/Prof. Nick Buckmaster, Federal Secretary of the Australian Salaried Medical Officers' Federation (ASMOF) declare that the following information is a correct statement of the information contained in the records of ASMOF and its Branches:

1. ASMOF has, since at least 21 November 2012, kept and maintained its register of members in accordance with paragraph 230(1)(a) and subsection (2) of the *Fair Work (Registered Organisations) Act, 2009*. The period prior to 21 November 2012 is currently subject to an inquiry by the Fair Work Commission and once that inquiry is completed, ASMOF will respond further.
2. The offices in ASMOF and its Branches, along with the names, postal addresses and occupations of the persons holding such offices, were as stated in "Annexure A" to this declaration as at 31 December 2013.
3. The addresses of the offices of ASMOF and its Branches were as stated in "Annexure B" to this declaration as at 31 December 2013.
4. The number of members of ASMOF and its Branches were as stated in "Annexure C" to this declaration as at 31 December 2013.
5. There are no elections to be held during the year commencing 1 January 2014.
6. No branches started or ceased operation in the preceding 12 months.

Declared on: 28 March 2014



---

**A/Prof Nick Buckmaster**  
**ASMOF Federal Secretary**

**FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009 – s.230**

**LIST OF NAMES ETC. OF PERSONS HOLDING OFFICES**

**AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION**

**As at 31 December 2013**

**ASMOF Office Holders Postal Address**

Address for all correspondence to ASMOF Office Holders is:

Locked Mail Bag No 13  
GLEBE NEW SOUTH WALES 2037

**Federal Executives:**

<b>Federal President</b>	Dr Tony Sara, Medical Practitioner
<b>Federal Vice President</b>	Dr Roderick McRae, Medical Practitioner
<b>Federal Secretary</b>	A/Prof Nick Buckmaster, Medical Practitioner
<b>Federal Asst Secretary/Treasurer</b>	Dr Stuart Day, Medical Practitioner
<b>Federal Executive Member</b>	Dr David Pope, Medical Practitioner
<b>Federal Executive Member</b>	Prof Peter Collignon, Medical Practitioner
<b>Federal Executive Member</b>	Prof Geoff Dobb, Medical Practitioner
<b>Federal Executive Member</b>	Vacant (CASMOF) *

\* The previous occupant, Dr Guy Hibbins' employment circumstances have changed which has resulted in his resignation from ASMOF positions previously held. This will be the subject of separate notification.

## ANNEXURE A

### Federal Councillors:

Dr Tom Karplus (NSW), Medical Practitioner

Prof Stephen Gatt (NSW), Medical Practitioner

Prof James Colebatch (NSW), Medical Practitioner

Dr David Rosenfeld (NSW), Medical Practitioner

Dr John Maloney (Vic), Medical Practitioner

Dr Stephen Parnis (Vic), Medical Practitioner

Dr Andrew Nunn (Vic), Medical Practitioner

Dr Christopher Verco (SA), Medical Practitioner

Dr Mark Fuller (SA), Medical Practitioner

Dr Stephanie Cooper (SA), Medical Practitioner

Dr Cassandra Host (WA), Medical Practitioner

Dr Tony Ryan (WA), Medical Practitioner

Dr Michael Lumsden-Steel (Tas), Medical Practitioner

Dr Lavinia Hallam (ACT) Medical Practitioner

Dr Maarten Kamp (Qld), Medical Practitioner \*

\* Dr Kamp has subsequently resigned and this will be the subject of separate notification.

## ANNEXURE A

### New South Wales Branch

#### **ASMOF NSW Branch Office Holders Postal Address**

Address for all correspondence to New South Wales Branch Office Holders is:

Locked Mail Bag No 13  
GLEBE NEW SOUTH WALES 2007

#### **ASMOF NSW Branch Office Holders**

<b>President</b>	Dr Tony Sara, Medical Practitioner
<b>Vice President</b>	A/Prof David Rosenfeld, Medical Practitioner
<b>Secretary</b>	Dr Tom Karplus, Medical Practitioner
<b>Assistant Secretary/Treasurer</b>	A/Prof David Milliss, Medical Practitioner

#### **Branch Councillors**

Dr Ross White, Medical Practitioner

Prof James Colebatch, Medical Practitioner

Dr Pesi Katrak, Medical Practitioner

Dr Subba Singh, Medical Practitioner

Dr Michael Boyd, Medical Practitioner

Prof Hans Peter Dietz, Medical Practitioner

Dr Robert Halliday, Medical Practitioner

Dr Charles Fisher, Medical Practitioner

A/Prof Stephen Gatt, Medical Practitioner

Prof Leo Leader, Medical Practitioner

Dr Roger Traill, Medical Practitioner

A/Prof Ian Rewell, Medical Practitioner

## ANNEXURE A

### Victorian Branch

#### ASMOF Victorian Branch Office Holders Postal Address

Address for all correspondence to Victorian Branch Office Holders is:

293 Royal Parade  
PARKVILLE VICTORIA 3052

#### ASMOF Victorian Branch Office Holders

<b>Branch President</b>	Dr Roderick McRae, Medical Practitioner
<b>Branch Vice President</b>	Dr Pearly Khaw, Medical Practitioner
<b>Branch Secretary</b>	Dr Richard Waller, Medical Practitioner
<b>Branch Asst Sec/Treasurer</b>	Dr John Moloney, Medical Practitioner

#### Branch Councillors

Dr Andrew Nunn, Medical Practitioner

Dr Allan Whitehead, Medical Practitioner \*

Dr Bernadette Wilks, Medical Practitioner

Dr Stephen Parnis, Medical Practitioner

Dr Xavier Xu, Medical Practitioner

Dr Arian Lasocki, Medical Practitioner \*\*

\* Whilst compiling this annual return, it was revealed that Dr Allan Whitehead had resigned his position on 15 February 2013. This will now be subject of separate notification.

\*\* ASMOF certificate following the 2012 election indicated that this Council member, Dr Lasocki, ceased office on 31 May 2012 (ie not re-elected). Hence this member did not appear in our 2012 annual return. However, whilst compiling this annual return, it was revealed that this previous advice was incorrect and an oversight. Dr Lasocki accordingly has in fact remained on Council following the 2012 election.



## ANNEXURE A

### South Australian Branch

#### **ASMOF South Australian Branch Office Holders Postal Address**

Address for all correspondence to South Australian Branch Office Holders is:

1<sup>st</sup> Floor, 161 Ward Street  
NORTH ADELAIDE SOUTH AUSTRALIA 5006

#### **ASMOF South Australian Branch Office Holders**

<b>Branch President</b>	Dr David Pope, Medical Practitioner
<b>Branch Vice President</b>	Dr Christopher Verco, Medical Practitioner
<b>Branch Secretary</b>	Dr Stephanie Cooper, Medical Practitioner
<b>Branch Asst Sec/Treasurer</b>	Dr Mark Fuller, Medical Practitioner

#### **Branch Councillors**

Dr Hugh Harley, Medical Practitioner

Dr Julian White, Medical Practitioner

Dr Laura Willington, Medical Practitioner

Dr David Sainsbury, Medical Practitioner \*

\* Whilst compiling this annual return, it was revealed that Dr Sainsbury had in fact commenced in this position on 6 September 2012, and unfortunately did not appear in our 2012 annual returns due to an administrative oversight.

## ANNEXURE A

### Western Australian Branch

#### **ASMOF Western Australian Branch Office Holders Postal Address**

Address for all correspondence to Western Australian Branch Office Holders is:

14 Stirling Highway  
NEDLANDS WESTERN AUSTRALIA 6009

#### **ASMOF Western Australian Branch Office Holders**

**Branch President** Prof Geoffrey Dobb, Medical Practitioner

**Branch Vice President** Dr Melita Cirillo, Medical Practitioner

**Branch Secretary** Dr Gary Geelhoed, Medical Practitioner

**Branch Asst. Sec/Treasurer** Dr Ian Jenkins, Medical Practitioner

#### **Branch Councillors:**

Dr James Anderson, Medical Practitioner

Dr Dror Maor, Medical Practitioner

Dr Stephanie Bishop, Medical Practitioner

Dr Alan Duncan, Medical Practitioner

Dr Cassandra Host, Medical Practitioner

Dr David McCoubrie, Medical Practitioner

Dr Tony Ryan, Medical Practitioner

## ANNEXURE A

### Queensland Branch

#### ASMOF Queensland Branch Office Holders Postal Address

Address for all correspondence to Queensland Branch Office Holders is:

88 L'Estrange Terrace  
KELVINGROVE QUEENSLAND 4059

#### ASMOF Queensland Branch Office Holders

**Branch President** Dr Maarten Kamp, Medical Practitioner \*

**Branch Vice President** Vacant

**Branch Secretary** Dr James Finn, Medical Practitioner

**Branch Asst Sec/Treasurer** Vacant

#### **Branch Councillors**

A/Prof Nick Buckmaster, Medical Practitioner

Dr Annette Swift, Medical Practitioner

Dr Paul Bryan, Medical Practitioner

\* Dr Kamp has subsequently resigned and this will be the subject of separate notification.

## ANNEXURE A

### **Australian Capital Territory Branch**

#### **ASMOF Australian Capital Territory Branch Office Holders Postal Address**

Address for all correspondence to ACT Branch Office Holders is:

Locked Mail Bag No 13  
GLEBE NEW SOUTH WALES 2037

#### **ASMOF Capital Territory Branch Office Holders**

<b>Branch President</b>	Prof Peter Collignon, Medical Practitioner
<b>Branch Vice President</b>	Vacant
<b>Branch Secretary</b>	Dr Mark Hurwitz, Medical Practitioner
<b>Branch Asst Sec/Treasurer</b>	Dr Lavinia Hallam, Medical Practitioner
<b>Branch Councillor</b>	Vacant

## ANNEXURE A

### Commonwealth Branch

#### ASMOF Commonwealth Branch Office Holders Postal Address

Address for all correspondence to Commonwealth Branch Office Holders is:

Locked Mail Bag No 13  
GLEBE NEW SOUTH WALES 2037

#### ASMOF Commonwealth Branch Office Holders

<b>Branch President</b>	Vacant *
<b>Branch Vice President</b>	Vacant
<b>Branch Secretary</b>	Vacant
<b>Branch Asst Sec/Treasurer</b>	Vacant

#### **Branch Councillors**

Dr Therese Paulson, Medical Practitioner

Dr David Chapman, Medical Practitioner

\* The previous occupant, Dr Guy Hibbins' employment circumstances have changed which has resulted in his resignation from ASMOF positions previously held. This will be the subject of separate notification.

## ANNEXURE A

### Tasmanian Branch

#### **ASMOF Tasmanian Branch Office Holders Postal Address**

Address for all correspondence to Tasmanian Branch Office Holders is:

147 Davey Street  
HOBART TASMANIA 7000

#### **ASMOF Tasmanian Branch Office Holders**

<b>Branch President</b>	Dr Stuart Day, Medical Practitioner
<b>Branch Vice President</b>	Dr Tim Greenaway, Medical Practitioner
<b>Branch Secretary</b>	Dr Michael Lumsden-Steel, Medical Practitioner
<b>Branch Asst Sec/Treasurer</b>	Vacant
<b>Branch Councillor</b>	
Dr Halley Messenger, Medical Practitioner	
Dr Garry Pearce, Medical Practitioner	

## ANNEXURE B

### FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009

#### ADDRESS OF REGISTERED OFFICE

#### AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION

As at 31 December 2013

##### **FEDERAL OFFICE**

**Registered Office:** Suite 46, Level 3  
330 Wattle Street  
ULTIMO NEW SOUTH WALES 2007

**Postal Address:** Locked Mail Bag No. 13  
GLEBE NEW SOUTH WALES 2037

##### **BRANCH OFFICES**

###### **New South Wales Branch**

Suite 46, Level 3, 330 Wattle Street, ULTIMO NSW 2007

###### **Commonwealth**

Suite 46, Level 3, 330 Wattle Street, ULTIMO NSW 2007

###### **Australian Capital Territory**

Suite 46, Level 3, 330 Wattle Street, ULTIMO NSW 2007

###### **South Australia**

1<sup>st</sup>Floor, 161 Ward Street, NORTH ADELAIDE SA 5006

###### **Victoria**

293 Royal Parade, PARKVILLE VIC 3052

###### **Queensland**

88 L'Estrange Terrace, KELVINGROVE QLD 4059

###### **Western Australia**

14 Stirling Highway, NEDLANDS WA 6009

###### **Tasmania**

147 Davey Street, HOBART TAS 7000

## ANNEXURE C

### FAIR WORK (REGISTERED ORGANISATIONS) ACT 2009

#### MEMBERSHIP AS AT 31 DECEMBER 2013

#### AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION

NEW SOUTH WALES BRANCH	3570
QUEENSLAND BRANCH	1999
VICTORIAN BRANCH	1463
SOUTH AUSTRALIAN BRANCH	1204
WESTERN AUSTRALIAN BRANCH	797
TASMANIAN BRANCH	278
AUSTRALIAN CAPITAL TERRITORY BRANCH	177
COMMONWEALTH BRANCH	152
<b>TOTAL</b>	<b>9640</b>





FAIR WORK  
COMMISSION

9 April 2014

Dr Nick Buckmaster  
Federal Secretary  
Australian Salaried Medical Officers Federation  
Sent by email: [asmof@asmof.org.au](mailto:asmof@asmof.org.au)

Dear Dr Buckmaster

**Australian Salaried Medical Officers Federation  
Annual Return of Information for 2014 [AR2014/130]**

It would appear from our records that the organisation has failed to lodge its annual return of information by **31 March 2014** despite the Fair Work Commission ("the Commission") reminding the organisation of its obligation to do so by letters dated 17 February and 17 March 2014.

As you have previously been advised, section 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires each organisation to lodge with the Commission by 31 March in each year certain information relating to records required to be kept and maintained by the organisation under section 230 of the RO Act and regulation 147 of the *Fair Work (Registered Organisations) Regulations 2009*. I reiterate our previous advice to you that failure to comply with these obligations is subject to a civil penalty provision under section 305 of the RO Act.

Paragraph 7.4 of the FWC Regulatory Compliance Policy provides that:

- 7.4 *Where the possible contravention involves failure by an organisation, branch or reporting unit to lodge a matter with FWC in accordance with the timeframes specified in the RO Act, RO Regulations or the rules of the organisation, branch or reporting unit:*
- a. *The Regulatory Compliance Branch will contact the organisation, branch or reporting unit, by telephone and/or in writing, within two weeks to advise that lodgement is overdue;*
  - b. *If lodgement has not occurred within one month of the timeframe specified in the RO Act, RO Regulations or rules, the Regulatory Compliance Branch will advise the organisation, branch or reporting unit that it is seeking voluntary compliance within a specified timeframe and that, in the absence of such voluntary compliance without cause, FWC will commence an inquiry or investigation or initiate court proceedings; and*
  - c. *If lodgement has not occurred within the timeframe specified in the correspondence referred to in paragraph b and the organisation, branch or reporting unit has not been able to show cause regarding why it should not do so, FWC will commence an inquiry or investigation or initiate court proceedings in accordance with this policy as soon as reasonably practicable.*

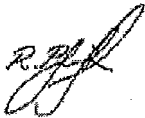
Section 310 of the RO Act empowers the General Manager of the Commission to apply to the Federal Court for an order against the persons or organisation whose conduct contravened the civil penalty provisions under Part 2 of Chapter 10 by way of a pecuniary penalty (**up to \$51,000 for a body corporate and \$10,200 for an individual per contravention**) see section 305 of the RO Act..

In accordance with the processes specified in paragraph 7.4(b) of the *FWC Regulatory Compliance Policy* which are set out above, the organisation is required to lodge its outstanding annual return of information with the Commission by no later than 18 April 2014. For your assistance I attach a copy of the information required to be lodged and a pro-forma annual return for your completion and return.

Should the organisation fail to do so without reasonable cause, the General Manager or her Delegate may commence action under s.310 of the RO Act without further notice.

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

Yours sincerely

A handwritten signature in black ink, appearing to read 'R. Pfeiffer', written in a cursive style.

Robert Pfeiffer  
Senior Adviser  
Regulatory Compliance Branch

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

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

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

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

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

### Obligation to notify of changes within 35 days

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

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

I, [NAME], being the [OFFICER] of the [ORGANISATION NAME], declare the following:

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

- The address of the organisation is [STREET ADDRESS].<sup>1</sup>
- The name and address of each branch of the organisation is:<sup>2</sup>
  1. [include name and address of every branch]
  2. ...
- On 31 December in the previous year the number of members was [NUMBER OF MEMBERS].<sup>3</sup>
- A list of 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.
- Under the rules of the organisation, the following elections must be held between 1 January and 31 December of THIS YEAR:<sup>4</sup>

1. Organisation elections

[For example: *President (1),  
Committee of Management Members (7).*]

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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(f)

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

2. Branch elections

[For example: President (1),  
Committee of Management Members (7), OR  
No Elections are Required.]

- During the previous 12 months:<sup>5</sup> [Delete any that do not apply]
  - NO branches COMMENCED or CEASED operation.
  - The following branches COMMENCED operation:
    1. [include name of each new branch]
    2. ...
  - The following branches CEASED operation:
    1. [include name of each closed branch]
    2. ...
  
- The organisation: [Delete the dot point that does not apply]
  - Has not entered into an agreement under s.151(1) with a state union.
  - Has entered into an agreement under s.151(1) with a state union and the number of members of the state union who were not eligible to be members of the organisation on 31 December in the previous year is [NUMBER OF MEMBERS].<sup>6</sup>

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission by 31 March. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au). If at any time in the year this information changes a Notification of Changes form must be lodged with the Commission within 35 days of the change.]*

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

<sup>6</sup> s.230(1)(d); reg.147(g)



**ANNUAL RETURN OF INFORMATION (organisation with no branches) in accordance with Regulation 147 *Fair Work (Registered Organisations) Regulations 2009* and Sections 230 and 233 *Fair Work (Registered Organisations) Act 2009***

I, [NAME], being the [OFFICER] of the [ORGANISATION NAME], declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the *Fair Work (Registered Organisations) Act 2009*.
3. The following is a correct statement of the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
  - The address of the organisation is [STREET ADDRESS].<sup>1</sup>
  - The organisation has no branches and no branches have ceased or commenced in the previous 12 months.<sup>2</sup>
  - On 31 December in the previous year the number of members was [NUMBER OF MEMBERS].<sup>3</sup>
  - A list of 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.
  - Under the rules of the organisation, the following elections must be held between 1 January and 31 December of THIS YEAR:<sup>4</sup>

*[For example: President (1),  
Committee of Management Members (7), OR  
No Elections are Required.]*

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

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

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

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

- The organisation: *[Delete the dot point that does not apply]*
  - Has not entered into an agreement under s.151(1) with a state union.
  - Has entered into an agreement under s.151(1) with a state union and the number of members of the state union who were not eligible to be members of the organisation on 31 December in the previous year is [NUMBER OF MEMBERS].<sup>5</sup>

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission by 31 March. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au). If at any time in the year this information changes a Notification of Changes form must be lodged with the Commission within 35 days of the change.]*

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<sup>5</sup> s.230(1)(d); reg.147(g)







17 March 2014

Dr Nick Buckmaster  
Federal Secretary  
Australian Salaried Medical Officers Federation  
asmof@asmof.org.au

Dear Dr Buckmaster

**Australian Salaried Medical Officers Federation  
Annual Return of Information for 2014 [AR2014/130]**

I refer to our letter dated 17 February 2014 reminding you of the obligation to lodge an Annual Return of Information for 2014 in respect of the above by **31 March 2014**. As it is noted that you have not as yet lodged your Annual Return, we provide the following as a second and final reminder. Please ignore this letter if you have lodged the Annual Return for 2014 in the last few days.

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

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records. A declaration signed by a non-elected person does not meet this requirement. The Secretary or other prescribed officer must also notify the FWC within 35 days of any changes to such records.

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

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

**Please note: failure to comply with these obligations is subject to a civil penalty provision** (up to \$51,000 for a body corporate and \$10,200 for an individual per contravention) - see s.305 of the RO Act. Further, in maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.

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

Yours sincerely

Robert Pfeiffer  
Senior Adviser  
Regulatory Compliance Branch

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

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

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

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

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

### Obligation to notify of changes within 35 days

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



17 February 2014

Dr Nick Buckmaster  
Federal Secretary  
Australian Salaried Medical Officers Federation  
Sent by email: [fedsec@asmof.org.au](mailto:fedsec@asmof.org.au)

Dear Dr Buckmaster

**Australian Salaried Medical Officers Federation  
Annual Return of Information for 2014 [AR2014/130]**

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

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

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement. The Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records.

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

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

**Please note: failure to comply with these obligations is subject to a civil penalty provision** (up to \$33,000 for a body corporate and \$6,600 for an individual per contravention), see s.305 of the RO Act. Further, in maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.

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

Yours sincerely

Ingrid Fraser  
Adviser  
Regulatory Compliance Branch

CC: Mr Peter Sommerville, Acting Executive Director, [peters@alaea.asn.au](mailto:peters@alaea.asn.au)

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Melbourne VIC 3000  
GPO Box 1994  
Melbourne VIC 3001

Telephone: (03) 8661 7777  
Email : [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)  
Internet : [www.fwc.gov.au](http://www.fwc.gov.au)

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

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

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

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Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s.230(1)(d) and r.147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s.230(1)(d) and r.147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation. [s.230(1)(d) and r.147(e)] <b>Note:</b> this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
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### Obligation to notify of changes within 35 days

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