



27 February 2017

Dr Stuart Day
Federal Secretary
Australian Salaried Medical Officers Federation

Sent by email: marikad@asmof.org.au

Dear Dr Day,

Notification of changes to records - s233(2) Fair Work (Registered Organisations) Act 2009 - [AR2016/89]

I acknowledge receipt on 21 February 2017 of the notification to changes to records pursuant to sub-section 233(2) of the *Fair Work (Registered Organisations) Act 2009*.

The document has been filed.

Yours sincerely



Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

From: KELLETT, Stephen
Sent: Monday, 27 February 2017 5:42 PM
To: 'marikad@asmof.org.au'
Subject: Notification of changes to records - s233(2) - filing

Dear Ms De Vecchis,

Please see attached my letter in relation to the above.

Yours faithfully

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283
(mob.) 0429 462 979
(email) stephen.kellett@fwc.gov



ASMOF AR2016-89
acknowledgement_nc

From: Marika De Vecchis [mailto:marikad@asmof.org.au]
Sent: Tuesday, 21 February 2017 3:31 PM
To: Orgs
Subject: Notification of changes to records

Please find attached Notification of changes to records.

Regards

Marika De Vecchis

Federal Executive Officer

Australian Salaried Medical Officers' Federation

Ph.: 02 9212 6900



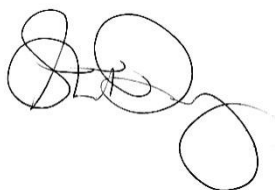
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changes to records F\

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, Dr Stuart DAY, being the Federal Secretary of the Australian Salaried Medical Officers' Federation, declare the following:

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

Signed:



Dr Stuart DAY
Federal Secretary

Dated: 21 February 2017

[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.]

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	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
New South Wales	30.1.17	Branch Councillor	Andrew Tan	Resignation	Vacant	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner



14 February 2017

Dr Stuart Day
Federal Secretary
Australian Salaried Medical Officers Federation

Sent by email: marikad@asmof.org.au

Dear Dr Day,

Notification of changes to records - s233(2) Fair Work (Registered Organisations) Act 2009 - [AR2016/89]

I acknowledge receipt on 13 February 2017 of the notification to changes to records pursuant to sub-section 233(2) of the *Fair Work (Registered Organisations) Act 2009*.

The document has been filed.

I take this opportunity to remind you that under section 154D(1) of the RO Act the rules of organisations must 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. The relevant rule for the organisation is rule 40E.

All new holders of office should also be advised of their obligations in relation to making any applicable disclosures regarding remuneration, non-cash benefits and material personal interests.

Yours sincerely

Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

From: KELLETT, Stephen
Sent: Tuesday, 14 February 2017 11:31 AM
To: 'marikad@asmof.org.au'
Subject: Attention Dr Stuart Day - notification of changes - s233(2) - filing

Dear Ms De Vecchis,

Please see attached my letter in relation to the above.

Yours faithfully

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283
(mob.) 0429 462 979
(email) stephen.kellett@fwc.gov



ASMOF AR2016-89
acknowledgement_nc

From: Marika De Vecchis [mailto:marikad@asmof.org.au]
Sent: Monday, 13 February 2017 5:22 PM
To: Orgs
Subject: SK - AR2017/75 - ASMOF - Notification of changes to records

Please find attached Notification of changes to records.

Regards
Marika De Vecchis
Federal Executive Officer
Australian Salaried Medical Officers' Federation
Ph.: 02 9212 6900



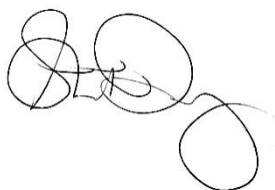
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changes to records F

**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, Dr Stuart DAY, being the Federal Secretary of the Australian Salaried Medical Officers' Federation, declare the following:

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

Signed:



Dr Stuart DAY
Federal Secretary

Dated: 13 February 2017

[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.]

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	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
Federal	11.1.17	Federal Council delegate	Felicity Jensen	Resignation	Vacant	c/- 88 L'Estrange Terrace, Kelvin Grove QLD 4059	Medical practitioner
	10.1.17	Federal Council delegate	Andrew Maurice	resignation	Vacant	c/- 88 L'Estrange Terrace, Kelvin Grove QLD 4059	Medical practitioner
	30.1.17	Federal Council delegate	vacant	Scheduled election	David Chapman	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner
	30.1.17	Federal Council delegate	vacant	Scheduled election	Stephen Gourley	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner
New South Wales	5.2.17	Branch Councillor	Benjamin Veness	Resignation	vacant	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner
	5.2.17	Branch Councillor	Sean Conte	Resignation	Vacant	c/- Level 3, Suite 46,	Medical

						330 Wattle Street, Ultimo NSW 2007	practitioner
	10.1.17	Branch Councillor	vacant	Scheduled election	Donald Hannah	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner
Queensland	11.1.17	Branch Councillor	Felicity Jensen	Resignation	Vacant	c/- 88 L'Estrange Terrace, Kelvin Grove QLD 4059	Medical practitioner
	10.1.17	Branch Councillor	Andrew Maurice	Resignation	Vacant	c/- 88 L'Estrange Terrace, Kelvin Grove QLD 4059	Medical practitioner
	10.1.17	Branch Councillor	Benjamin Wakefield	Resignation	vacant	c/- 88 L'Estrange Terrace, Kelvin Grove QLD 4059	Medical practitioner
Northern Territory	10.1.17	Branch Vice- President	vacant	Scheduled election	Stephen Gourley	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner
	10.1.17	Branch Secretary	Vacant	Scheduled election	Kane Vellar	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner
	10.1.17	Branch Assistant Secretary/Treasurer	vacant	Scheduled election	Tessa Finney- Brown	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner
	10.1.17	Branch Councillor	Vacant	Scheduled election	Robert Parker	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner

Tasmania	25.1.17	Branch Councillor	vacant	Scheduled election	Mahendran Gajaharan	c/- 147 Davey Street, Hobart TAS 7000	Medical practitioner
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1 December 2016

Dr Stuart Day
Federal Secretary
Australian Salaried Medical Officers Federation

Dear Dr Day,

Notification of changes to records - s233(2) Fair Work (Registered Organisations) Act 2009 - [AR2016/89]

I acknowledge receipt on 29 November 2016 of the notification to changes to records pursuant to sub-section 233(2) of the *Fair Work (Registered Organisations) Act 2009*.

The document has been filed.

Yours sincerely



Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

From: Orgs
Sent: Thursday, 1 December 2016 7:46 AM
To: 'Marika De Vecchis'
Subject: Attention Dr S Day - notification of changes to records - s233(2) - filing

Dear Marika,

Please see attached my letter in relation to the above.

Yours faithfully

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283
(mob.) 0429 462 979
(email) stephen.kellett@fwc.gov



ASMOF AR2016-89
acknowledgement_nc

From: Marika De Vecchis [mailto:marikad@asmof.org.au]
Sent: Tuesday, 29 November 2016 10:11 AM
To: Orgs
Subject: SK - notification of changes to records

Please find attached notification from ASMOF.

Regards
Marika De Vecchis
Federal Executive Officer
Australian Salaried Medical Officers' Federation
Ph.: 02 9212 6900



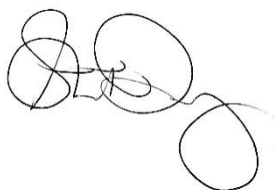
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changes to records F

**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, Dr Stuart DAY, being the Federal Secretary of the Australian Salaried Medical Officers' Federation, declare the following:

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

Signed:



Dr Stuart DAY
Federal Secretary

Dated: 29 November 2016

[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.]

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	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
Tasmania	19.11.2016	Branch Secretary	Timothy Greenaway	Resignation	vacant	c/- 147 Davey Street, Hobart TAS 7000	Medical practitioner



1 December 2016

Professor Geoffrey Dobb
Vice-President, Western Australian Branch
Australian Salaried Medical Officers Federation

Sent by email: Simon.Bibby@amawa.com.au

Dear Professor Dobb,

Notification of changes to records - s233(2) Fair Work (Registered Organisations) Act 2009 - [AR2016/89]

I acknowledge receipt on 22 November 2016 of the notification to changes to records pursuant to sub-section 233(2) of the *Fair Work (Registered Organisations) Act 2009*.

The document has been filed.

I take this opportunity to remind you that under section 154D(1) of the RO Act the rules of organisations must 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. The relevant rule for the organisation is rule 40E.

All new holders of office should also be advised of their obligations in relation to making any applicable disclosures regarding remuneration, non-cash benefits and material personal interests.

Yours sincerely

Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

From: KELLETT, Stephen
Sent: Thursday, 1 December 2016 7:41 AM
To: 'Simon.Bibby@amawa.com.au'
Subject: Attention Prof. G Dobb - notification of changes to records - s233(2) - filing

Dear Mr Bibby,

I refer to your email to Ms Catherine Bebbington dated 22 November 2016. Please see attached my letter in relation to the notification.

Yours faithfully

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283
(mob.) 0429 462 979
(email) stephen.kellett@fwc.gov



ASMOF AR2016-89
acknowledgement_W.

From: Simon Bibby [<mailto:Simon.Bibby@amawa.com.au>]
Sent: Tuesday, 22 November 2016 2:33 PM
To: BEBBINGTON, Catherine
Cc: Simon Bibby; Marcia Kuhne; Marika De Vecchis
Subject: ASMOF WA Branch – Report pursuant to Section 233 (1) of the Fair Work (Registered Organisations) Act 2009 [the Act]
Importance: High

By Email

Dear Catherine

ASMOF WA Branch – Report pursuant to Section 233 (1) of the Fair Work (Registered Organisations) Act 2009 [the Act]

I attach a 'Notification of Changes to Records' which outlines the changes to the office bearers of the ASMOF WA Branch.

Specifically, two officers have resigned. In accordance with Rule 64 (9) of the Australian Salaried Medical Officers Federation Constitution, the following financial officers have been appointed to the Branch Council as casual vacancies:


- Dr M Thompson – replacing Dr Julian (resigned 7th November 2016)
- Dr N Magana – replacing Dr Zorbas (resigned 8th November 2016)

Yours sincerely



Simon Bibby
Senior Advisor Industrial/Legal

Australian Medical Association (WA) Inc
E Simon.Bibby@amawa.com.au
T +61 08 9273 3026 | F +61
W www.amawa.com.au

14 Stirling Highway Nedlands WA 6009 Australia  

Please consider the environment before printing this email.



22nd November
2016 Section 233 1 R

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, Prof G Dobb, being the Vice President of the Australian Salaried Medical Officers Federation Western Australian Branch, declare the following:

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

Signed:



Dated:

21.6 November 2016.

[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.]

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	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
WA	<i>Australian Electoral Commission Notification 4th May 2015</i>	<i>President</i>	<i>Prof Geoffrey John Dobb</i>	<i>Scheduled Election</i>	<i>Prof Geoffrey John Dobb</i>	<i>14 Stirling Hwy NEDLANDS WA 6009.</i>	<i>Salaried Medical Officer</i>
WA	<i>As above</i>	<i>Vice President</i>	<i>Dr Melita Cirillo</i>	<i>Scheduled Election</i>	<i>Dr Christopher Wilson</i>	<i>As above</i>	<i>Salaried Medical Officer</i>
WA	<i>As above</i>	<i>Branch Secretary</i>	<i>Prof Gary Geelhoed</i>	<i>Scheduled Election</i>	<i>Ass Prof David Mountain</i>	<i>As above</i>	<i>Salaried Medical Officer</i>
WA	<i>As above</i>	<i>Branch Assistant Secretary/Treasurer</i>	<i>Dr Ian Jenkins</i>	<i>Scheduled Election</i>	<i>Dr Ian Jenkins</i>	<i>As above</i>	<i>Salaried Medical Officer</i>
WA	<i>As above</i>	<i>Committee of Management Member</i>	<i>Dr James Anderson</i>	<i>Scheduled Election</i>	<i>Dr Nigel Armstrong</i>	<i>As above</i>	<i>Salaried Medical Officer</i>
WA	<i>As above</i>	<i>Committee of Management Member</i>	<i>Dr Stephanie Louise Bishop</i>	<i>Scheduled Election</i>	<i>Dr Janet Hornbuckle</i>	<i>As above</i>	<i>Salaried Medical Officer</i>
WA	<i>As above</i>	<i>Committee of Management Member</i>	<i>Dr Alexius Julian</i>	<i>Casual Vacancy</i>	<i>Dr Malcolm Thompson.</i>	<i>As above</i>	<i>Salaried Medical Officer</i>
WA	<i>As above</i>	<i>Committee of Management Member</i>	<i>Dr Cassandra Host</i>	<i>Scheduled Election</i>	<i>Dr Katherine Langdon</i>	<i>As above</i>	<i>Salaried Medical Officer</i>

WA	As above	Committee of Management Member	Dr David McCoubrie	Scheduled Election	Dr David McCoubrie	As above	Salaried Medical Officer
WA	As above	Committee of Management Member	Dr Dror Maor	Scheduled Election	Dr Johan Rosman	As above	Salaried Medical Officer
WA	As above	Committee of Management Member	Dr Tony Ryan	Scheduled Election	Dr Tony Ryan	As above	Salaried Medical Officer
WA	As above	Committee of Management Member	Vacant	Scheduled Election	Dr Paul Woods	As above	Salaried Medical Officer
WA	As above	Committee of Management Member	Dr John Stephen Zorbas	Casual Vacancy	Dr Natalia Magana	As above	Salaried Medical Officer



5 October 2016

Dr Stuart Day
Federal Secretary
Australian Salaried Medical Officers Federation

Dear Dr Day,

Notification of changes to records - s233(2) Fair Work (Registered Organisations) Act 2009 - [AR2016/89]

I acknowledge receipt on 4 October 2016 of the notification to changes to records pursuant to subsection 233(2) of the *Fair Work (Registered Organisations) Act 2009*.

The documents have been filed.

Yours sincerely

Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

From: KELLETT, Stephen
Sent: Wednesday, 5 October 2016 11:19 AM
To: 'marikad@asmof.org.au'
Subject: Attention Dr Stuart Day - notification of changes to records - filing

Dear Marika,

Please see attached my letter in relation to the above.

Yours faithfully

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283
(mob.) 0429 462 979
(email) stephen.kellett@fwc.gov



ASMOF AR2016-89
acknowledgement_nc

From: Marika De Vecchis [mailto:marikad@asmof.org.au]
Sent: Tuesday, 4 October 2016 5:52 PM
To: Orgs
Subject: SK - Notification of changes to records

Please find attached Notification from ASMOF.

Regards
Marika De Vecchis
Federal Executive Officer
Australian Salaried Medical Officers' Federation
Ph.: 02 9212 6900



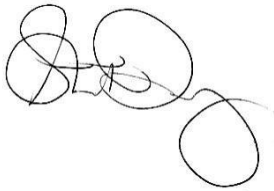
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**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)
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1. I am authorised to make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

Signed:



Dr Stuart DAY
Federal Secretary

Dated: 4 October 2016

[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.]

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	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
New South Wales	29.7.2016	Branch Councillor	Sarah Andvik	Resignation	vacant	██████████ ██████████ ██████████	Medical practitioner
South Australia	9.6.2016	Branch Secretary	David Sainsbury	Resignation	Laura Willington	██████████ ██████████ ██████████	Medical practitioner



FAIR WORK
COMMISSION

29 June 2016

Dr Stuart Day
Federal Secretary
Australian Salaried Medical Officers Federation

By email: marikad@asmof.org.au

Dear Dr Day,

Re: Notification of Changes to records – Australian Salaried Medical Officers Federation – s233(2) Fair Work (Registered Organisations) Act 2009 (AR2016/89)

I acknowledge receipt on 28 June 2016 of your declaration dated the same day and accompanying information pursuant to sub-section 233(2) of the *Fair Work (Registered Organisations) Act 2009*.

The documents have been filed.

Please note that section 154D(1) of 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 in your organisation's rules.

Yours sincerely

Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

From: KELLETT, Stephen
Sent: Wednesday, 29 June 2016 3:40 PM
To: 'marikad@asmof.org.au'
Subject: Notification of changes to records (AR2016/89)

Dear Marika,

Please see attached my letter in relation to the above.

Yours sincerely

STEPHEN KELLETT
Regulatory Compliance Branch
FAIR WORK COMMISSION

80 William Street
EAST SYDNEY NSW 2011

(ph) (02) 6746 3283
(email) stephen.kellett@fwc.gov.au



ASMOF AR2016 89
(changes 290616).pd

From: Marika De Vecchis [<mailto:marikad@asmof.org.au>]

Sent: Tuesday, 28 June 2016 5:17 PM

To: Orgs

Subject: Notification of changes to records

Please find attached correspondence from the Australian Salaried Medical Officers' Federation.

Regards

Marika De Vecchis

Federal Executive Officer

Australian Salaried Medical Officers' Federation

Ph.: 02 9212 6900



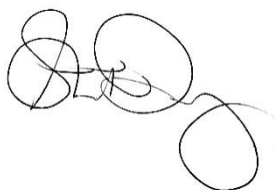
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**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

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



Dr Stuart DAY
Federal Secretary

Dated: 28 June 2016

[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.]

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.

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Australian Capital Territory	15.6.2016	Branch Assistant Secretary/Treasurer	vacant	Scheduled election	Michael Falk	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner



7 June 2016

Dr Stuart Day
Federal Secretary
Australian Salaried Medical Officers Federation
Email: asmof@asmof.org.au

Dear Dr Day,

Notification of changes made to records [AR2016/89]

I acknowledge receipt of a Notification of Change to the office holders of the Australian Salaried Medical Officers Federation.

This information was lodged with the Fair Work Commission (the Commission) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly.

The document can be viewed on the Commission Website through the list of Registered Organisations - <https://www.fwc.gov.au/registered-organisations/find-registered-organisations>

Date of lodgement	Branch	Change
3 June 2016	Australian Capital Territory	Federal Executive Member

Section 154D(1) of 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 in your organisation's rules.

Thank you for the notification.

Yours sincerely,

Michael Moutevelis
Regulatory Compliance Branch

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

Telephone: (03) 8661 7777
Email: orgs@fwc.gov.au
Facsimile: (03) 9655 0410
Internet: www.fwc.gov.au

svc-adlib5

From: Marika De Vecchis <marikad@asmof.org.au>
Sent: Friday, 3 June 2016 3:03 PM
To: Orgs
Subject: Notification of changes to records
Attachments: notification of changes to records FWC III.docx

Please find attached correspondence from the Australian Salaried Medical Officers' Federation.

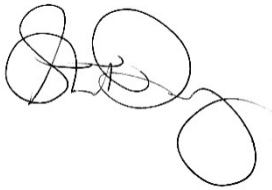
Regards
Marika De Vecchis
Federal Executive Officer
Australian Salaried Medical Officers' Federation
Ph.: 02 9212 6900

**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, Dr Stuart DAY, being the Federal Secretary of the Australian Salaried Medical Officers' Federation, declare the following:

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

Signed:



Dr Stuart DAY
Federal Secretary

Dated: 3 June 2016

[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.]

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	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
Australian Capital Territory	18.5.2016	Federal Executive Member	vacant	Scheduled election	Lavinia Hallam	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner



FAIR WORK
COMMISSION

4 April 2016

Dr Stuart Day
Federal Secretary
Australian Salaried Medical Officers Federation

By email: marikad@asmof.org.au

Dear Dr Day,

Re: Notification of Changes to records – Australian Salaried Medical Officers Federation – s233(2) Fair Work (Registered Organisations) Act 2009 (AR2016/89)

I acknowledge receipt on 1 April 2016 of your declaration and accompanying information pursuant to sub-section 233(2) of the *Fair Work (Registered Organisations) Act 2009*.

The documents have been filed.

Yours sincerely

Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

From: Marika De Vecchis [<mailto:marikad@asmof.org.au>]

Sent: Friday, 1 April 2016 11:46 AM

To: Orgs

Subject: Notification of changes to records

Please find attached notification from the Australian Salaried Medical Officers' Federation.

Regards

Marika De Vecchis

Federal Executive Officer

Australian Salaried Medical Officers' Federation

Ph.: 02 9212 6900



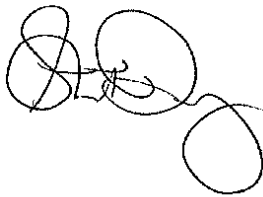
fwc notification.pdf

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, Dr Stuart DAY, being the Federal Secretary of the Australian Salaried Medical Officers' Federation, declare the following:

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

Signed:



Dr Stuart DAY
Federal Secretary

Dated: 1 April 2016

[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.]

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	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
Queensland	22.2.2016	Councillor	Chris Soo	Resignation	vacant	c/- 88 L'Estrange Terrace, Kelvin Grove QLD 4059	Medical practitioner
New South Wales	1.2.2016	Councillor	Yogeesan Sivakumaran	Resignation	vacant	c/- Level 3 Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner



FAIR WORK
COMMISSION

4 April 2016

Dr Stuart Day
Federal Secretary
Australian Salaried Medical Officers Federation

By email: marikad@asmof.org.au

Dear Dr Day,

Re: Lodgement of Annual Return of Information – Australian Salaried Medical Officers Federation – Fair Work (Registered Organisations) Act 2009 (AR2016/89)

I acknowledge receipt on 29 March 2016 of your declaration and accompanying information pursuant to sub-section 233(1) of the *Fair Work (Registered Organisations) Act 2009*.

The documents lodged cover the required information for the 2016 Annual return of information for the organisation, and the documents have been filed.

Notifications of Change

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

Yours sincerely

Stephen Kellett
Senior Adviser
Regulatory Compliance Branch

From: Marika De Vecchis [<mailto:marikad@asmof.org.au>]

Sent: Tuesday, 29 March 2016 5:31 PM

To: Orgs

Subject: SYDNEY ON CMS - AR2016/89 - ASMOF Annual return of information

AR2016/89

Please find attached Annual Return of Information for 2016 for the Australian Salaried Medical Officers' Federation.

Regards

Marika De Vecchis

Federal Executive Officer

Australian Salaried Medical Officers' Federation

Ph.: 02 9212 6900



annual return-1.pdf

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, Dr Stuart DAY, being the Federal Secretary of the Australian Salaried Medical Officers' Federation, declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the *Fair Work (Registered Organisations) Act 2009* (the Act).
3. The following is a correct statement of the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Act:
 - The address of the organisation is Level 3, Suite 46, 330 Wattle Street, Ultimo in the State of New South Wales.¹
 - The name and address of each branch of the organisation is:²
 1. New South Wales Branch: Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007
 2. Victoria Branch: 293 Royal Parade, Parkville VIC 3052
 3. South Australia Branch: 1st Floor, 161 Ward Street, North Adelaide SA 5006
 4. Western Australia Branch: 14 Stirling Highway, Nedlands WA 6009
 5. Queensland Branch: 88 L'Estrange Terrace, Kelvin Grove QLD 4059
 6. Australian Capital Territory Branch: Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007
 7. Northern Territory Branch: 2/25 Parap Road, Parap NT 0820

¹ s.230(1)(d); reg.147(d)

² s.230(1)(d); reg.147(a) & (d)

8. Tasmania Branch: 147 Davey Street, Hobart TAS 7000

- On 31 December in the previous year the number of members was 11,105.³
- A list of offices and the names, postal addresses and occupations of persons holding those offices as at the date of this declaration is attached at Annexure A and forms part of this declaration.
- Under the rules of the organisation, the following elections must be held between 1 January and 31 December of THIS YEAR:⁴

1. Organisation elections

Federal Executive member ACT Branch

2. Branch elections

New South Wales Branch:

Branch Councillor (8)

Victoria Branch:

Branch Councillor (8)

South Australia Branch:

Branch Councillors (10)

Federal Council delegate (1)

Queensland Branch:

Branch Councillor (18)

Australian Capital Territory Branch:

Branch Assistant Secretary/Treasurer

Northern Territory Branch:

Branch Vice-President

Branch Secretary

Branch Assistant Secretary/Treasurer

Branch Councillor (1)

Federal Council delegate (2)

³ s.230(1)(d); reg.147(f)

⁴ s.230(1)(d); reg.147(e)

Tasmania Branch:

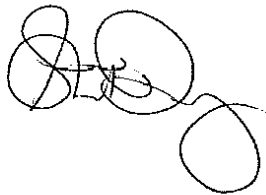
Branch Vice-President

Branch Assistant Secretary/Treasurer

Branch Councillor (3)

- During the previous 12 months:⁵
 - the Northern Territory Branch COMMENCED operation
 - the Commonwealth Branch CEASED operation.
- The organisation:
 - Has not entered into an agreement under s.151(1) of the Act with a state union.

Signed:



Dr Stuart DAY

Federal Secretary

Dated: 29 March 2016

[PLEASE NOTE: This declaration must be lodged with the Fair Work Commission by 31 March. It can be submitted to orgs@fwc.gov.au. If at any time in the year this information changes a Notification of Changes must be lodged with the Commission within 35 days of the change.⁶]

⁵ s.230(1)(d); reg.147(b) & (c)

⁶ s.233(2); reg. 151

ANNEXURE A

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

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
Federal	President	Geoffrey Dobb	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner
	Vice-President	Tony Sara	As above	Medical practitioner
	Secretary	Stuart Day	As above	Medical practitioner
	Assistant Secretary/Treasurer	Roderick McRae	As above	Medical practitioner
	Executive Member	David Pope	As above	Medical practitioner
	Executive Member	David Chapman	As above	Medical practitioner
	Executive Member	James Finn	As above	Medical practitioner
	Executive Member	vacant	As above	Medical practitioner
	Federal Council Delegate	Tom Karplus	As above	Medical practitioner
	Federal Council Delegate	Cameron Korb-Wells	As above	Medical practitioner

	Federal Council Delegate	James Colebatch	As above	Medical practitioner
	Federal Council Delegate	David Rosenfeld	As above	Medical practitioner
	Federal Council Delegate	Tony Joseph	As above	Medical practitioner
	Federal Council Delegate	Jae Min Park	As above	Medical practitioner
	Federal Council Delegate	Alan Pham	As above	Medical practitioner
	Federal Council Delegate	Tony Sara	As above	Medical practitioner
	Federal Council Delegate	Arian Lasocki	c/- 293 Royal Parade, Parkville VIC 3052	Medical practitioner
	Federal Council Delegate	Howard Machlin	As above	Medical practitioner
	Federal Council Delegate	Roderick McRae	As above	Medical practitioner
	Federal Council Delegate	Bernadette Wilks	As above	Medical practitioner
	Federal Council Delegate	Xavier Yu	As above	Medical practitioner

	Federal Council Delegate	Christopher Verco	c/- 1 st Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner
	Federal Council Delegate	Stephanie Cooper	As above	Medical practitioner
	Federal Council Delegate	David Pope	As above	Medical practitioner
	Federal Council Delegate	Sally Rischbieth	As above	Medical practitioner
	Federal Council Delegate	vacant	As above	Medical practitioner
	Federal Council Delegate	Geoffrey Dobb	c/- 14 Stirling Highway, Nedlands WA 6009	Medical practitioner
	Federal Council Delegate	David Mountain	As above	Medical practitioner
	Federal Council Delegate	Christopher Wilson	As above	Medical practitioner
	Federal Council Delegate	Michael Lumsden-Steel	c/- 147 Davey Street, Hobart TAS 7000	Medical practitioner
	Federal Council Delegate	Stuart Day	As above	Medical practitioner
	Federal Council Delegate	Lavinia Hallam	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner

	Federal Council Delegate	Bronwyn Avard	As above	Medical practitioner
	Federal Council Delegate	vacant	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner
	Federal Council Delegate	vacant	As above	Medical practitioner
	Federal Council Delegate	James Finn	c/- 88 L'Estrange Terrace, Kelvin Grove QLD 4059	Medical practitioner
	Federal Council Delegate	Vinesh Appadurai	As above	Medical practitioner
	Federal Council Delegate	Matthew Cheng	As above	Medical practitioner
	Federal Council Delegate	Katharine Sinclair	As above	Medical practitioner
	Federal Council Delegate	Andrew Maurice	As above	Medical practitioner
	Federal Council Delegate	Felicity Jensen	As above	Medical practitioner
NSW	President	Tony Sara	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner
	Vice President	David Rosenfeld	As above	Medical practitioner
	Secretary	Tom Karplus	As above	Medical practitioner

	Assistant Secretary/Treasurer	Cameron Korb-Wells	As above	Medical practitioner
	Branch Councillor	James Colebatch	As above	Medical practitioner
	Branch Councillor	Sarah Andvik	As above	Medical practitioner
	Branch Councillor	Sylvia Barber	As above	Medical practitioner
	Branch Councillor	Roger Traill	As above	Medical practitioner
	Branch Councillor	Leo Leader	As above	Medical practitioner
	Branch Councillor	Claire Blizard	As above	Medical practitioner
	Branch Councillor	Justine Harris	As above	Medical practitioner
	Branch Councillor	Sanjay Hettige	As above	Medical practitioner
	Branch Councillor	Michael Boyd	As above	Medical practitioner
	Branch Councillor	Ross White	As above	Medical practitioner
	Branch Councillor	Steven Hurwitz	As above	Medical practitioner
	Branch Councillor	Tony Joseph	As above	Medical practitioner
	Branch Councillor	Katherine Kearney	As above	Medical practitioner
	Branch Councillor	Tessa Kennedy	As above	Medical practitioner
	Branch Councillor	Amanda Laurent	As above	Medical practitioner
	Branch Councillor	Tom Martin	As above	Medical practitioner

	Branch Councillor	Andrew McDonald	As above	Medical practitioner
	Branch Councillor	Bernard Myers	As above	Medical practitioner
	Branch Councillor	Jae Min Park	As above	Medical practitioner
	Branch Councillor	Alan Pham	As above	Medical practitioner
	Branch Councillor	Benjamin Veness	As above	Medical practitioner
	Branch Councillor	Adrian Buckley	As above	Medical practitioner
	Branch Councillor	Sean Conte	As above	Medical practitioner
	Branch Councillor	Hans Peter Dietz	As above	Medical practitioner
	Branch Councillor	Suzanna Goodison	As above	Medical practitioner
	Branch Councillor	Robert Halliday	As above	Medical practitioner
	Branch Councillor	Wayne Hsueh	As above	Medical practitioner
	Branch Councillor	Matthew Irwin	As above	Medical practitioner
	Branch Councillor	Pesi Katrak	As above	Medical practitioner
	Branch Councillor	Andrew Tan	As above	Medical practitioner
	Branch Councillor	Boris Waldman	As above	Medical practitioner
	Branch Councillor	Jason Wu	As above	Medical practitioner
	Branch Councillor	Choong-Siew Yong	As above	Medical practitioner
Victoria	President	Roderick McRae	c/- 293 Royal Parade, Parkville VIC 3052	Medical practitioner

	Vice President	Pearly Khaw	As above	Medical practitioner
	Secretary	Richard Waller	As above	Medical practitioner
	Assistant Secretary/Treasurer	Xavier Yu	As above	Medical practitioner
	Branch Councillor	Andrew Nunn	As above	Medical practitioner
	Branch Councillor	Bernadette Wilks	As above	Medical practitioner
	Branch Councillor	Howard Machlin	As above	Medical practitioner
	Branch Councillor	Tim Baker	As above	Medical practitioner
	Branch Councillor	Arian Lasocki	As above	Medical practitioner
	Branch Councillor	Nigel Beck	As above	Medical practitioner
	Branch Councillor	John Moloney	As above	Medical practitioner
	Branch Councillor	Albert Rudock	As above	Medical practitioner
South Australia	President	David Pope	c/- 1 st Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner
	Vice President	Christopher Verco	As above	Medical practitioner
	Secretary	David Sainsbury	As above	Medical practitioner
	Assistant Secretary/Treasurer	Stephanie Cooper	As above	Medical practitioner
	Branch Councillor	George Balalis	As above	Medical practitioner
	Branch Councillor	Laura Willington	As above	Medical practitioner

	Branch Councillor	Julian White	As above	Medical practitioner
	Branch Councillor	Corinne Maiolo	As above	Medical practitioner
	Branch Councillor	Oseloka Onuma	As above	Medical practitioner
	Branch Councillor	Sally Rischbieth	As above	Medical practitioner
	Branch Councillor	Mrudula Kanhere	As above	Medical practitioner
Western Australia	President	Geoffrey Dobb	c/- 14 Stirling Highway, Nedlands WA 6009	Medical practitioner
	Vice President	Christopher Wilson	As above	Medical practitioner
	Secretary	David Mountain	As above	Medical practitioner
	Assistant Secretary/Treasurer	Ian Jenkins	As above	Medical practitioner
	Branch Councillor	Alexius Julian	As above	Medical practitioner
	Branch Councillor	Johan Rosman	As above	Medical practitioner
	Branch Councillor	John Zorbas	As above	Medical practitioner
	Branch Councillor	Paul Woods	As above	Medical practitioner
	Branch Councillor	Janet Hornbuckle	As above	Medical practitioner
	Branch Councillor	David McCoubrie	As above	Medical practitioner
	Branch Councillor	Nigel Armstrong	As above	Medical practitioner
	Branch Councillor	Tony Ryan	As above	Medical practitioner

	Branch Councillor	Katherine Langdon	As above	Medical practitioner
Queensland	President	Stephen Morrison	c/- 88 L'Estrange Terrace, Kelvin Grove QLD 4059	Medical practitioner
	Vice President	Suzanne Royle	As above	Medical practitioner
	Secretary	James Finn	As above	Medical practitioner
	Assistant Secretary/Treasurer	Nikola Ognjenovits	As above	Medical practitioner
	Branch Councillor	Vinesh Appadurai	As above	Medical practitioner
	Branch Councillor	Matthew Cheng	As above	Medical practitioner
	Branch Councillor	Felicity Jensen	As above	Medical practitioner
	Branch Councillor	Andrew Maurice	As above	Medical practitioner
	Branch Councillor	Katharine Sinclair	As above	Medical practitioner
	Branch Councillor	Hau Tan	As above	Medical practitioner
	Branch Councillor	Christopher Turnbull	As above	Medical practitioner
	Branch Councillor	Benjamin Wakefield	As above	Medical practitioner
Australian Capital Territory	President	Lavinia Hallam	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner
	Vice President	Douglas Taupin	As above	Medical practitioner
	Secretary	Richard Singer	As above	Medical practitioner

	Assistant Secretary/Treasurer	vacant	As above	Medical practitioner
	Branch Councillor	Bronwyn Avard	As above	Medical practitioner
	Branch Councillor	Robin Stuart-Harris	As above	Medical practitioner
	Branch Councillor	Jeffrey Looi	As above	Medical practitioner
Northern Territory	President	David Chapman	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner
	Vice President	vacant	As above	Medical practitioner
	Secretary	vacant	As above	Medical practitioner
	Assistant Secretary/Treasurer	vacant	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner
Tasmania	President	Stuart Day	c/- 147 Davey Street, Hobart TAS 7000	Medical practitioner
	Vice President	vacant	As above	Medical practitioner
	Secretary	Tim Greenaway	As above	Medical practitioner
	Assistant Secretary/Treasurer	vacant	vacant	Medical practitioner
	Branch Councillor	Michael Lumsden-Steel	As above	Medical practitioner



11 March 2016

Dr James Finn
Federal Secretary & Qld Branch Secretary
Australian Salaried Medical Officers Federation
By email: asmofq@amaq.com.au

Dear Dr Finn,

**Australian Salaried Medical Officers Federation
Annual Return of Information for 2016 [AR2016/89]**

I refer to our letter dated 10 February 2016 reminding you of the obligation to lodge an Annual Return of Information for 2016 by **31 March 2016**. While the organisation has until the end of the month in which to lodge the information, we provide the following as a second and final reminder. Please ignore this letter if you have lodged the Annual Return 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 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. Further, you are reminded that the Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records that may occur throughout the year.

If you require further information about an Annual Return you can refer to the '[Annual Information Requirements](#)' page on our website and, in particular, our Webinar slides.

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

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

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention), under s.305 of the RO Act. Finally, in maintaining the register of members, your attention is drawn to the circumstances where membership ceases to exist (s.230(2)(b) and s.171A of the RO Act).

Please do not hesitate to contact the Commission by phone on (03) 8661 7777 or by e-mail at orgs@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

Anastasia Kyriakidis
Regulatory Compliance Branch

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

Telephone: (03) 8661 7777

Email : orgs@fwc.gov.au

Internet : 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).

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

Obligation to notify of changes within 35 days

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



10 February 2016

Mr James Finn
The Federal Secretary
Australian Salaried Medical Officers Federation

By email: asmof@asmof.org.au

Dear Mr Finn,

**Australian Salaried Medical Officers Federation
Annual Return of Information for 2016 [AR2016/89]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2016 in respect of the Australian Salaried Medical Officers Federation by **31 March 2016**.

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

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

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

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

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention), under s.305 of the RO Act. Finally, in maintaining the register of members, your attention is drawn to the circumstances where membership ceases to exist (s.230(2)(b) and s.171A of the RO Act).

Please do not hesitate to contact the Commission by phone on (03) 8661 7777 or by e-mail at orgs@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

Anastasia Kyriakidis
Assistant Adviser
Regulatory Compliance Branch

Obligation to lodge Annual Return of Information by 31 March

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

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

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

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

Obligation to notify of changes within 35 days

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