



14 March 2019

Dr Stuart Day  
Federal Secretary / Treasurer  
Australian Salaried Medical Officers Federation  
By e-mail: [asmof@asmof.org.au](mailto:asmof@asmof.org.au)

CC: South Australia branch, [sasmoa@sasmoa.com](mailto:sasmoa@sasmoa.com)  
Northern Territory branch, [asmofnt@amant.com.au](mailto:asmofnt@amant.com.au)

Dear Dr Day,

### Notification of changes made to records [AR2018/73]

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 Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 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 Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
07/03/2019	South Australia	Branch Councillors (3)	Yes
07/03/2019	Northern Territory	Branch Vice President	Yes

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

### Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

### **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

### **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for the notification.

Yours faithfully,

**Kylie Ngo**  
**Registered Organisations Commission**

**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: 07 March 2019

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.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
<b>South Australia</b>	12.02.19	Branch Councillor	vacant	Scheduled election	Nick Murray	c/- 1 <sup>st</sup> Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner
		Branch Councillor	vacant	Scheduled election	James Richards	As above	Medical practitioner
		Branch Councillor	vacant	Scheduled election	Kathleen Wang	As above	Medical practitioner
<b>Northern Territory</b>	18.02.19	Branch Vice President	vacant	Scheduled election	Emma Spencer	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner



21 February 2019

Dr Stuart Day  
Federal Secretary / Treasurer  
Australian Salaried Medical Officers Federation  
[asmof@asmof.org.au](mailto:asmof@asmof.org.au)

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Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
11 February	Tasmania	Branch Assistant Secretary/Treasurer	Yes

**Time frames**

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GPO Box 2983, Melbourne VIC 3001  
Telephone: 1300 341 665 | Email: [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)  
Website: [www.roc.gov.au](http://www.roc.gov.au)

information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

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Thank you for the notification.

Yours faithfully,

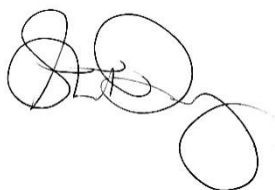
**Christopher Wong**  
**Registered Organisations Commission**

**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:

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Signed:



Dr Stuart DAY  
Federal Secretary

Dated: 11 February 2019

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

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

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Reason for change</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b> (for privacy reasons, we recommend NOT a private address)	<b>Occupation of <u>New</u> Office Holder</b>
<b>Tasmania</b>	31.01.19	Branch Assistant Secretary/Treasurer	Malcolm Turner	Resignation	vacant	c/- 147 Davey Street, Hobart TAS 7000	Medical practitioner





29 January 2019

Dr Stuart Day  
Federal Secretary / Treasurer  
Australian Salaried Medical Officers Federation  
asmof@asmof.org.au

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Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
21/12/2018	South Australia	Two vacant Federal Council Delegate – positions filled.	Yes
21/12/2018	Victoria	One vacant Federal Council Delegate – position filled.	Yes
21/12/2018	Victoria	Three occupied Federal Council Delegate positions changed	Yes
21/12/2018	New South Wales	Four vacant Federal Council Delegate – positions filled.	Yes
21/12/2018	Federal	One vacant Federal Council Delegate – position filled.	Yes

**Time frames**

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## **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

## **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for the notification.

Yours faithfully,

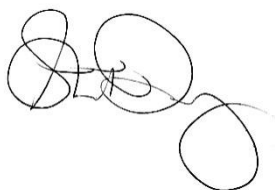
**Christopher Wong**  
**Registered Organisations Commission**

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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*:
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Signed:



Dr Stuart DAY  
Federal Secretary

Dated: 21 December 2018

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## ANNEXURE A

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

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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
<b>South Australia</b>	10.12.18	Federal Council Delegate	vacant	Scheduled election	Benjamin Teague	c/- 1 <sup>st</sup> Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner
	10.12.18	Federal Council Delegate	vacant	Scheduled election	Mrudula Kanhere	As above	Medical practitioner
<b>Victoria</b>	10.12.18	Federal Council Delegate	Arian Lasocki	Scheduled election	Andrew Nunn	c/- 293 Royal Parade, Parkville VIC 3052	Medical practitioner
	10.12.18	Federal Council Delegate	Howard Machlin	Scheduled election	Nigel Beck	As above	Medical practitioner
	10.12.18	Federal Council Delegate	Bernadette Wilks	Scheduled election	Kwang Chin	As above	Medical practitioner

	10.12.18	Federal Council Delegate	vacant	Scheduled election	Karla Villafana Soto	As above	Medical practitioner
<b>New South Wales</b>	11.12.18	Federal Council Delegate	vacant	Scheduled election	Pesi Katrak	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner
	11.12.18	Federal Council Delegate	vacant	Scheduled election	Tom Morrison	As above	Medical practitioner
	11.12.18	Federal Council Delegate	vacant	Scheduled election	Roger Traill	As above	Medical practitioner
	11.12.18	Federal Council Delegate	vacant	Scheduled election	Choong-Siew Yong	As above	Medical practitioner
<b>Federal</b>	11.12.18	Federal Council Delegate	vacant	Scheduled election	Sanjay Hettige	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner



14 December 2018

Dr Stuart Day  
Federal Secretary / Treasurer  
Australian Salaried Medical Officers Federation

By e-mail: [asmof@asmof.org.au](mailto:asmof@asmof.org.au)

CC: Western Australia branch, [david.mountain@health.wa.gov.au](mailto:david.mountain@health.wa.gov.au)

Queensland branch, [asmofq@amaq.com.au](mailto:asmofq@amaq.com.au)

Australian Capital Territory branch, [asmof@asmof.org.au](mailto:asmof@asmof.org.au)

New South Wales, [asmof@asmof.org.au](mailto:asmof@asmof.org.au)

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Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
26/11/2018	Western Australia	Federal Council Delegates (2)	Yes
26/11/2018	Queensland	Federal Council Delegates (2), Federal Council Delegates - Vacant (3)	Yes
26/11/2018	Australian Capital Territory	Federal Council Delegate	Yes
26/11/2018	New South Wales	Federal Council Delegate, Federal Council Delegates – Vacant (4)	Yes
26/11/2018	Northern Territory	Federal Council Delegate	Yes
26/11/2018	Federal	Federal Council Delegate, Federal Council Delegate – vacant	Yes

## **Time frames**

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Thank you for your correspondence.

Yours faithfully,

**Kylie Ngo**  
**Registered Organisations Commission**

**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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Signed:



Dr Stuart DAY  
Federal Secretary

Dated: 26 November 2018

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## ANNEXURE A

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

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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
<b>Western Australia</b>	06.11.18	Federal Council Delegate	Chris Wilson	Scheduled election	Phillip Cantwell	c/- 14 Stirling Highway, Nedlands WA 6009	Medical practitioner
	06.11.18	Federal Council Delegate	David Mountain	Scheduled election	Rebecca Wood	As above	Medical practitioner
<b>Queensland</b>	07.11.18	Federal Council Delegate	Vinesh Appadurai	Scheduled election	Yi-Tung Tom Huang	c/- 88 L'Estrange Terrace, Kelvin Grove QLD 4059	Medical practitioner
	07.11.18	Federal Council Delegate	Matthew Cheng	Scheduled election	Tarun Sehgal	As above	Medical practitioner
	07.11.18	Federal Council Delegate	Hau Tan	Scheduled election	vacant		

	07.11.18	Federal Council Delegate	Katharine Sinclair	Scheduled election	vacant		
	07.11.18	Federal Council Delegate	Chris Maguire	Scheduled election	vacant		
<b>Australian Capital Territory</b>	09.11.18	Federal Council Delegate	Bronwyn Avard	Scheduled election	Dipti Talaulikar	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner
<b>New South Wales</b>	09.11.18	Federal Council Delegate	David Rosenfeld	Scheduled election	Charles Fisher	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner
	09.11.18	Federal Council Delegate	Jae Min Park	Scheduled election	vacant		
	09.11.18	Federal Council Delegate	Alan Pham	Scheduled election	vacant		
	09.11.18	Federal Council Delegate	Tony Joseph	Scheduled election	vacant		
	09.11.18	Federal Council Delegate	Office created by new rules	Scheduled election	vacant		
<b>Northern Territory</b>	07.11.18	Federal Council Delegate	Stephen Gourley	Scheduled election	Kane Vellar	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner

<b>Federal</b>	16.11.18	Federal Council Delegate	Office created by new rules	Scheduled election	Gajen Perinpanayagam	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner
	16.11.18	Federal Council Delegate	Office created by new rules	Scheduled election	vacant		



9 November 2018

Dr Stuart Day  
Federal Secretary / Treasurer  
Australian Salaried Medical Officers Federation  
asmof@asmof.org.au

CC: Northern Territory Branch, asmofnt@amant.com.au  
Tasmania Branch, ama@amatas.com.au  
South Australia Branch, sasmoa@sasmoa.com  
Victoria Branch, geoffo@amavic.com.au  
Queensland Branch, asmofq@amaq.com.au  
Western Australia Branch, david.mountain@health.wa.gov.au

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13/09/2018	Tasmania	Branch Assistant Secretary/Treasurer, Branch Councillor (2)	Yes
13/09/2018	Northern Territory	Branch Vice President vacancy, Branch Assistant Secretary/Treasurer	Yes
31/10/2018	Western Australia	Branch Vice President, Branch Assistant Secretary/Treasurer, Branch Councillor (2), Branch Councillor, Office abolished (4)	Yes
31/10/2018	Queensland	Branch Councillor (5)	Yes
31/10/2018	Australian Capital Territory	Branch President, Branch Vice President, Branch Secretary, Branch Councillor (1), Branch	Yes

		Councillor vacancies (2)	
31/10/2018	New South Wales	Branch Vice President, Branch Councillor (10), Branch Councillor vacancies (8)	Yes
31/10/2018	Victoria	Branch Assistant Secretary/Treasurer, Branch Councillor (3)	Yes

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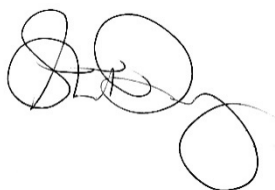
**Christine Hibberd**  
**Registered Organisations Commission**

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Federal Secretary

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	12.10.18	Branch Assistant Secretary/Treasurer	Ian Jenkins	Scheduled election	Katherine Langdon	As above	Medical practitioner
	12.10.18	Branch Councillor	Paul Woods	Scheduled election	Rebecca Wood	As above	Medical practitioner
	12.10.18	Branch Councillor	Janet Hornbuckle	Scheduled election	Phillip Cantwell	As above	Medical practitioner
	12.10.18	Branch Councillor	Natalia Magana	Scheduled election	Office abolished by new rules		

	12.10.18	Branch Councillor	Malcolm Thompson	Scheduled election	Office abolished by new rules		
	12.10.18	Branch Councillor	David McCoubrie	Scheduled election	Office abolished by new rules		
	12.10.18	Branch Councillor	Katherine Langdon	Scheduled election	Office abolished by new rules		
<b>Queensland</b>	15.10.18	Branch Councillor	Vinesh Appadurai	Scheduled election	Tom Huang	c/- 88 L'Estrange Terrace, Kelvin Grove QLD 4059	Medical practitioner
	15.10.18	Branch Councillor	Matthew Cheng	Scheduled election	Tarun Sehgal	As above	Medical practitioner
	15.10.18	Branch Councillor	Luke Dwyer	Scheduled election	Dilum Ekanayake	As above	Medical practitioner
	15.10.18	Branch Councillor	Katharine Sinclair	Scheduled election	vacant		
	15.10.18	Branch Councillor	Chris Maguire	Scheduled election	vacant		
<b>Australian Capital Territory</b>	12.10.18	Branch President	Lavinia Hallam	Scheduled election	Richard Singer	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner



	12.10.18	Branch Vice President	Douglas Taupin	Scheduled election	Lavinia Hallam	As above	Medical practitioner
	12.10.18	Branch Secretary	Richard Singer	Scheduled election	Jeffrey Looi	As above	Medical practitioner
	12.10.18	Branch Councillor	Jeffrey Looi	Scheduled election	Dipti Talaulikar	As above	Medical practitioner
	12.10.18	Branch Councillor	Robin Stuart-Harris	Scheduled election	vacant		
	12.10.18	Branch Councillor	Bronwyn Avard	Scheduled election	vacant		
<b>New South Wales</b>	12.10.18	Branch Vice President	David Rosenfeld	Scheduled election	Choong Siew Yong	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner
	12.10.18	Branch Councillor	Michael Boyd	Scheduled election	Tomas Salonga	As above	Medical practitioner
	12.10.18	Branch Councillor	Justine Harris	Scheduled election	Charles Fisher	As above	Medical practitioner
	12.10.18	Branch Councillor	Tony Joseph	Scheduled election	Ashish Jiwane	As above	Medical practitioner
	12.10.18	Branch Councillor	Tessa Kennedy	Scheduled election	Tom Morrison	As above	Medical practitioner
	12.10.18	Branch Councillor	Amanda	Scheduled	Brian	As above	Medical

			Laurent	election	Fernandes		practitioner
	12.10.18	Branch Councillor	Tom Martin	Scheduled election	Ken Apen	As above	Medical practitioner
	12.10.18	Branch Councillor	Jae Min Park	Scheduled election	Jacqueline Ho	As above	Medical practitioner
	12.10.18	Branch Councillor	Alan Pham	Scheduled election	James Lawler	As above	Medical practitioner
	12.10.18	Branch Councillor	Suzanna Goodison	Scheduled election	Sharon Miskell	As above	Medical practitioner
	12.10.18	Branch Councillor	Matthew Irwin	Scheduled election	Tahmina Lata	As above	Medical practitioner
	12.10.18	Branch Councillor	Andrew McDonald	Scheduled election	vacant		
	12.10.18	Branch Councillor	Ross White	Scheduled election	vacant		
	12.10.18	Branch Councillor	Adrian Buckley	Scheduled election	vacant		
	12.10.18	Branch Councillor	Robert Halliday	Scheduled election	vacant		
	12.10.18	Branch Councillor	Wayne Hsueh	Scheduled election	vacant		

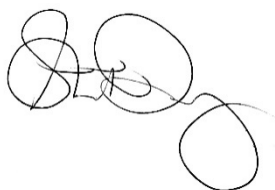
	12.10.18	Branch Councillor	Boris Waldman	Scheduled election	vacant		
	12.10.18	Branch Councillor	Jason Wu	Scheduled election	vacant		
	12.10.18	Branch Councillor	Choong Siew Yong	Scheduled election	vacant		
<b>Victoria</b>	12.10.18	Branch Assistant Secretary/Treasurer	vacant	Scheduled election	Kwang Chin	c/- 293 Royal Parade, Parkville VIC 3052	Medical practitioner
	12.10.18	Branch Councillor	Tim Baker	Scheduled election	James Lisik	As above	Medical practitioner
	12.10.18	Branch Councillor	John Moloney	Scheduled election	Karla Villafana Soto	As above	Medical practitioner
	12.10.18	Branch Councillor	Albert Rudock	Scheduled election	Office abolished by new rules		

**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 September 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.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
<b>South Australia</b>	30.8.18	Branch Councillor	George Balalis	Scheduled election	Sam Gluck	c/- 1 <sup>st</sup> Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner
	30.8.18	Branch Councillor	Julian White	Scheduled election	David Barlow	As above	Medical practitioner
<b>Tasmania</b>	3.9.18	Branch Assistant Secretary/Treasurer	Konrad Blackman	Scheduled election	Malcolm Turner	c/- 147 Davey Street, Hobart TAS 7000	Medical practitioner
	3.9.18	Branch Councillor	Shehzad Kunwar	Scheduled election	Jo Hudson	As above	Medical practitioner
	3.9.18	Branch Councillor	Malcolm Turner	Scheduled election	Office abolished by new rules		
<b>Northern Territory</b>	5.9.18	Branch Vice President	Stephen Gourley	Scheduled election	vacant		

	5.9.18	Branch Assistant Secretary/Treasurer	Tessa Finney- Brown	Scheduled election	Mrigendra Das	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner
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22 August 2018

Dr Stuart Day  
Federal Secretary/Treasurer  
Australian Salaried Medical Officers Federation  
asmof@asmof.org.au

Dear Dr Day,

### Notification of changes made to records [AR2018/73]

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 Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 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 Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
7/08/2018	New South Wales	Branch Councillor resigned 28/03/2018	No – 97 days
7/08/2018	New South Wales	Branch Councillor appointed 15/05/2018	No – 49 days

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

### Late notification

The notification from your organisation indicates that changes occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring.

### Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific

duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

### **Mandatory disclosures**

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

### **Mandatory training**

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

**Christine Hibberd**  
**Registered Organisations Commission**

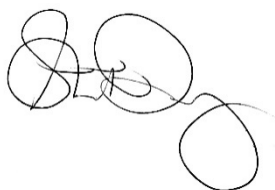


**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)  
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)  
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

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: 7 August 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.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
<b>New South Wales</b>	28.3.18	Branch Councillor	Leo Leader	Resignation	vacant	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner
	15.5.18	Branch Councillor	vacant	Appointment by Branch Council	Paul Thomas	c/- Level 3, Suite 46, 330 Wattle Street, Ultimo NSW 2007	Medical practitioner



29 June 2018

Dr Stuart Day  
Federal Secretary  
Australian Salaried Medical Officers Federation  
Email: [asmof@asmof.org.au](mailto:asmof@asmof.org.au)

Dear Dr Day,

**Declaration and information lodged under subsection 233(1) [Annual Return] for 2018 [AR2018/73]**

I acknowledge receipt by the Registered Organisations Commission (the ROC) on 13 March 2018 of your organisation's Annual Return which provides information under subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

Thank you for providing your Annual Return.

The documents lodged provide the required information for the 2018 Annual Return of the Australian Salaried Medical Officers Federation.

The Annual Return has been filed. Annual returns are publicly available on the website through the [List of Registered Organisations](#).

**Notifications of Change**

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

The ROC will accept notifications of change from the relevant branches or from the national office. If the national office of the Australian Salaried Medical Officers Federation does NOT intend to file notifications of change, please ensure that all branches are aware of their continuing obligation to notify changes and the requisite time frames within which that must happen.

If a branch lodges a notification of change with the ROC, the branch should also provide the information to the national body in order to ensure that the organisation is able to comply with its obligations under section 233 of the RO Act.

**Notification of changes made to records**

I acknowledge receipt of Notification of Changes to the office holders.

This information was lodged with the ROC pursuant to the notification requirements in section 233(2) of 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 Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
09/02/2018	South Australia	Branch Councillor (2)	Yes
09/02/2018	South Australia	Federal Council Delegate (2)	Yes
19/06/2018	Victoria	Branch Assistant Secretary/Treasurer	Yes

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

Thank you for your correspondence.

If you have any queries regarding this correspondence I can be contacted on 1300 341 665 or by email at [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

Yours faithfully

**Michael Moutevelis**  
**Registered Organisations Commission**

**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: 19 June 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

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

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Reason for change</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b> (for privacy reasons, we recommend NOT a private address)	<b>Occupation of <u>New</u> Office Holder</b>
<b>Victoria</b>	23.5.18	Branch Assistant Secretary/Treasurer	Xavier Yu	Resignation	vacant	c/- 293 Royal Parade, Parkville VIC 3052	Medical practitioner

**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.<sup>1</sup>
  - The name and address of each branch of the organisation is:<sup>2</sup>
    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: 1<sup>st</sup> 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
    8. Tasmania Branch: 147 Davey Street, Hobart TAS 7000

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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)

- On 31 December in the previous year the number of members was 12,055.<sup>3</sup>
- 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:<sup>4</sup>

1. Organisation elections

Federal President (1)  
 Federal Vice-President (1)  
 Federal Secretary (1)  
 Federal Assistant Secretary/Treasurer (1)  
 Federal Executive Member (4)

2. Branch elections

New South Wales Branch:

Branch President (1)  
 Branch Vice-President (1)  
 Branch Secretary (1)  
 Branch Assistant Secretary/Treasurer (1)  
 Branch Councillor (50)  
 Federal Council Delegate (tbd)

Victoria Branch:

Branch President (1)  
 Branch Vice-President (1)  
 Branch Secretary (1)  
 Branch Assistant Secretary/Treasurer (1)  
 Branch Councillor (17)  
 Federal Council Delegate (tbd)

South Australia Branch:

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

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



Branch President (1)  
Branch Vice-President (1)  
Branch Secretary (1)  
Branch Assistant Secretary/Treasurer (1)  
Branch Councillor (15)  
Federal Council Delegate (tbd)

Western Australia Branch:

Branch President (1)  
Branch Vice-President (1)  
Branch Secretary (1)  
Branch Assistant Secretary/Treasurer (1)  
Branch Councillor (10)  
Federal Council Delegate (tbd)

Queensland Branch:

Branch President (1)  
Branch Vice-President (1)  
Branch Secretary (1)  
Branch Assistant Secretary/Treasurer (1)  
Branch Councillor (26)  
Federal Council Delegate (tbd)

Australian Capital Territory Branch:

Branch President (1)  
Branch Vice-President (1)  
Branch Secretary (1)  
Branch Assistant Secretary/Treasurer (1)  
Branch Councillor (3)  
Federal Council Delegate (tbd)

Northern Territory Branch:

Branch President (1)

Branch Vice-President (1)

Branch Secretary (1)

Branch Assistant Secretary/Treasurer (1)

Branch Councillor (2)

Federal Council Delegate (tbd)

Tasmania Branch:

Branch President (1)

Branch Vice-President (1)

Branch Secretary (1)

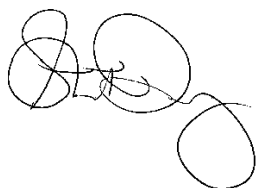
Branch Assistant Secretary/Treasurer (1)

Branch Councillor (4)

Federal Council Delegate (tbd)

- During the previous 12 months:<sup>5</sup>
  - no Branch has COMMENCED operation
  - no Branch has 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

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

Dated: 13 March 2018

*[PLEASE NOTE: This declaration must be lodged with 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 must be lodged with the Commission within **35 days** of the change.<sup>6</sup>]*

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<sup>6</sup> 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
<b>Federal</b>	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	Lavinia Hallam	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	Laura Willington	c/- 1 <sup>st</sup> Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner
	Federal Council	Stephanie Cooper	As above	Medical practitioner

	Delegate			
	Federal Council Delegate	David Pope	As above	Medical practitioner
	Federal Council Delegate	vacant	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	David Chapman	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner

	Federal Council Delegate	Stephen Gourley	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	Hau Tan	As above	Medical practitioner
	Federal Council Delegate	Chris Maguire	As above	Medical practitioner
<b>NSW</b>	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	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	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	Adrian Buckley	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	Boris Waldman	As above	Medical practitioner
	Branch Councillor	Jason Wu	As above	Medical practitioner
	Branch Councillor	Choong-Siew Yong	As above	Medical practitioner
	Branch Councillor	Donald Hannah	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner
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	Branch Councillor	vacant	As above	Medical practitioner

	Branch Councillor	vacant	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner
<b>Victoria</b>	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
	Branch Councillor	vacant	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner

	Branch Councillor	vacant	As above	Medical practitioner
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	Branch Councillor	vacant	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner
<b>South Australia</b>	President	David Pope	c/- 1 <sup>st</sup> Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner
	Vice President	vacant	As above	Medical practitioner
	Secretary	Laura Willington	As above	Medical practitioner
	Assistant Secretary/Treasurer	Stephanie Cooper	As above	Medical practitioner
	Branch Councillor	George Balalis	As above	Medical practitioner
	Branch Councillor	Julian White	As above	Medical practitioner
	Branch Councillor	Benjamin Teague	As above	Medical practitioner
	Branch Councillor	Mrudula Kanhere	As above	Medical practitioner
	Branch Councillor	Vicki Jones	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner
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	Branch Councillor	vacant	As above	Medical practitioner
	Branch Councillor	vacant	As above	Medical practitioner
<b>Western Australia</b>	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	Malcolm Thompson	As above	Medical practitioner
	Branch Councillor	Johan Rosman	As above	Medical practitioner
	Branch Councillor	Natalia Magana	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
<b>Queensland</b>	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	Katharine Sinclair	As above	Medical practitioner
	Branch Councillor	Hau Tan	As above	Medical practitioner
	Branch Councillor	Christopher Turnbull	As above	Medical practitioner
	Branch Councillor	Daniel Halliday	As above	Medical practitioner
	Branch Councillor	Luke Dwyer	As above	Medical practitioner



	Branch Councillor	vacant	As above	Medical practitioner
<b>Australian Capital Territory</b>	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	Michael Falk	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
<b>Northern Territory</b>	President	David Chapman	c/- 2/25 Parap Road, Parap NT 0820	Medical practitioner
	Vice President	Stephen Gourley	As above	Medical practitioner
	Secretary	Kane Vellar	As above	Medical practitioner
	Assistant Secretary/Treasurer	Tessa Finney-Brown	As above	Medical practitioner
	Branch Councillor	Robert Parker	As above	Medical practitioner
<b>Tasmania</b>	President	Stuart Day	c/- 147 Davey Street, Hobart TAS 7000	Medical practitioner
	Vice President	Andrew Turner	As above	Medical practitioner

	Secretary	Michael Lumsden-Steel	As above	Medical practitioner
	Assistant Secretary/Treasurer	Konrad Blackman	As above	Medical practitioner
	Branch Councillor	Joshua Power	As above	Medical practitioner
	Branch Councillor	Malcolm Turner	As above	Medical practitioner
	Branch Councillor	Shehzad Kunwar	As above	Medical practitioner
	Branch Councillor	Mahendran Gajaharan	As above	Medical practitioner





5 March 2018

Dr Stuart Day  
Federal Secretary / Treasurer  
Australian Salaried Medical Officers Federation  
Sent via email: [asmof@asmof.org.au](mailto:asmof@asmof.org.au)

Dear Dr Day,

**Australian Salaried Medical Officers Federation  
Annual Return of Information for 2018 [AR2018/73]**

I refer to our letter dated 1 February 2018 reminding you of the obligation to lodge an Annual Return of Information (Annual Return). Please ignore this letter if you have lodged the Annual Return in the last few days.

**When must you lodge the Annual Return?**

The Annual Return 2018 must be lodged no later than **31 March 2018**.

**What must you lodge?**

Two signed declarations certifying matters prescribed in the Fair Work (Registered Organisations) Act 2009 (the RO Act) must be lodged along with copies of some of your records. The required declarations and records are set out in the table that follows this letter.

Please refer to our previous correspondence which provides information about maintaining the register of members, a recommendation that private information not be provided and which explains who must sign the declarations.

**Consider using the ROC's template**

The ROC provides a template Annual Return for an organisation without branches and a template Annual Return for an organisation with branches on our [Factsheets, templates and webinars](#) page. We recommend that you use this template to ensure that you make the correct declarations and include all the required information.

**Failure to comply**

**Failure to comply with these obligations exposes your organisation to financial penalties** (up to \$63 000 for a body corporate and \$12 600 for an individual per contravention), under s.305 of the RO Act.

## Need more information?

If you require further information about an Annual Return you can refer to the [Annual returns](#) page on our website and, in particular, our Webinar slides. You can also contact the ROC by phone on 1300 341 665 or by e-mail at [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).

Yours sincerely



Sam Gallichio  
Adviser  
Registered Organisations Commission

## 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).

The following declarations and a copy of each of the following records must be lodged with the ROC between 1 January and 31 March each year.

Requirement	Details of requirement
Declaration regarding 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 ss.171A and 230(2)(b) of the RO Act which sets out certain circumstances where membership ceases to exist and when their names must be removed from the register, and s.172 which sets out when unfinancial members must be removed from the register
Declaration that correct statement of	A declaration stating by the Secretary or other prescribed officer that the copy of the records is a correct statement of the information contained in the records [s.233(1)(b)]
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
The number of members	A record of the number of members on 31 December in the previous year
The number of ineligible State members (if applicable)	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 r.147(g)]

### Obligation to notify of changes within 35 days

If there are any changes to the records listed above an organisation must, within 35 days of the change, lodge with the ROC, 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].

**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: 9 February 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.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
<b>South Australia</b>	2.2.18	Branch Councillor	Sally Rischbieth	Resignation	vacant	c/- 1 <sup>st</sup> Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner
	5.2.18	Branch Councillor	Corinne Maiolo	Resignation	vacant	c/- 1 <sup>st</sup> Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner
	2.2.18	Federal Council Delegate	Sally Rischbieth	Resignation	vacant	c/- 1 <sup>st</sup> Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner
	5.2.18	Federal Council Delegate	Corinne Maiolo	Resignation	vacant	c/- 1 <sup>st</sup> Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner



**Australian Government**  
**Registered Organisations Commission**

1 February 2018

Dr Stuart Day  
Federal Secretary / Treasurer  
Australian Salaried Medical Officers Federation

Sent via email: [asmof@asmof.org.au](mailto:asmof@asmof.org.au)

Dear Dr Day,

**Australian Salaried Medical Officers Federation  
Annual Return of Information for 2018 [AR2018/73]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2018 in respect of the Australian Salaried Medical Officers Federation by **31 March 2018**.

**What must be lodged?**

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

*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).*

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.

**Who must sign the declaration?**

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.

**Who lodges the Annual Return of information?**

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](#).

**What happens if the information changes?**

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

**Failure to comply with these obligations is subject to a civil penalty provision** (up to \$63,000 for a body corporate and \$12,600 for an individual per contravention), under s.305 of the RO Act.

Please do not hesitate to contact the Commission by phone on 1300 341 665 or by e-mail at [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au) if you wish to discuss the requirements outlined in this correspondence.

Yours faithfully,



**Sam Gallichio**  
**Adviser**  
**Registered Organisations Commission**

## 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 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].





29 January 2018

Dr Stuart Day  
Federal Secretary / Treasurer  
Australian Salaried Medical Officers Federation  
asmof@asmof.org.au

CC: South Australia Branch, sasmoa@sasmoa.com

Dear Dr Day,

### Notification of changes made to records [AR2018/73]

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 Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 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 Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
25/01/2018	South Australia	A Branch Councillor has resigned	Yes

### Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

### Mandatory disclosures

Please 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 are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

### Mandatory training

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management must undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the

requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

**Christine Hibberd**  
**Registered Organisations Commission**

**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: 25 January 2018

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## ANNEXURE A

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

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

<b>Branch</b>	<b>Date of Change</b>	<b>Name of Office that has changed</b>	<b>Name of <u>Outgoing</u> Office Holder</b>	<b>Reason for change</b>	<b>Name of <u>New</u> Office Holder</b>	<b>Postal Address of <u>New</u> Office Holder</b> (for privacy reasons, we recommend NOT a private address)	<b>Occupation of <u>New</u> Office Holder</b>
<b>South Australia</b>	24.1.18	Branch Councillor	Oseka Onuma	Resignation	vacant	c/- 1 <sup>st</sup> Floor, 161 Ward Street, North Adelaide SA 5006	Medical practitioner