



Australian Government
Australian Industrial Registry

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7764
Fax: (03) 9654 6672

Mr. Peter Somerville
Executive Director
Australian Salaried Medical Officers Federation
Locked Mail Bag No 13
Glebe NSW 2037

Dear Mr. Somerville,

**Re: Financial documents for year ended 31 December 2002
FR2002/872**

I have received the financial documents of the abovementioned organisation for the year ended 31 December 2002 lodged under cover of your communication dated 22 September 2004. The documents were received in the Registry on 27 September 2004.

Documents on website

The Registry has created an electronic file for each registered organisation and branch which is accessible through the AIRC web site. The documents lodged will be placed on the AIRC Website at <http://www.e-airc.gov.au/132n>.

Electronic lodgment

I encourage you to take advantage of the electronic lodgment service provided by the Registry for future lodgments. You may register as a user and then lodge your documents via the Electronic Lodgment page of the AIRC website at www.airc.gov.au. Alternatively, you may send an email with the documents attached to: RIATeam3@air.gov.au. Please note that the Rules of the Commission allow for electronic signatures to be used, other than for statutory declarations (see subrule 74A(1)). Where documents are lodged electronically, there will be no need to forward hard copies of the documents.

New legislation

As you would know the Workplace Relations (Registration and Accountability of Organisations) legislation (the RAO legislation) generally came into operation on 12 May 2003.

The RAO legislation establishes a **Registration and Accountability of Organisations Schedule** (the RAO Schedule) inserted as schedule 1B within the *Workplace Relations Act 1996* (the WR Act) pertaining to registered organisations. Many of the provisions relating to registered organisations in the WR Act have been replicated in the new RAO Schedule, with some amendments. Other matters have been substantially changed by the RAO Schedule, particularly the financial reporting requirements.

Please note that your organisation will be required to complete the financial reporting obligations for the financial year ending 31 December 2003 under the previous provisions of the WR Act whereas the reporting obligations for the financial year ending 31 December 2004 will be governed by the requirements of the RAO Schedule. This is because the relevant provisions of the *Workplace Relations Legislation Amendment (Registration of Accountability of Organisations) (Consequential Provisions) 2002 Act* apply to the first complete financial year subsequent to the commencement of the legislation [(see item 44(1)].

I have noted that you have not yet lodged the financial documents of the organisation for the year ended 31 December 2003. Please arrange for lodgement of such documents as soon as possible.

Should you have any queries, please contact me on (03) 8661 7764.

The documents have been filed.

Yours sincerely,

A handwritten signature in black ink that reads "M Beare". The signature is written in a cursive style with a large, stylized 'M' and 'B'.

Marylyn Beare
Statutory Services Branch

30 September, 2004



Australian Salaried Medical Officers'
Federation

FR 2002/872
Level 3 Suite 46 330 Wattle Street Ultimo New South Wales 2007
Locked Mail Bag No. 13 Glebe New South Wales 2037
Telephone: (02) 9212 6900 Facsimile: (02) 9212 6911



Ms Marylyn Beare
Statutory Services Branch
Australian Industrial Registry
GPO Box 1994S
MELBOURNE VIC 3001

Australian Capital Territory
4th Floor
42 Macquarie St
Barton Act 2600
Tel: (06) 270 5400
Fax: (06) 270 5495

Queensland
88 L'Estrange Terrace
Kelvin Grove Qld 4055
Tel: (07) 3872 2222
Fax: (07) 3856 4727

South Australia
1st Floor
161 Ward St
Adelaide SA 5006
Tel: (08) 8267 5063
Fax: (08) 8267 1891

22 September, 2004

**Australian Salaried Medical Officers Federation –Financial documents
to 31 December 2002**

Tasmania
2 Gore St
Sth Hobart Tas 7004
Tel: (03) 6223 2047
Fax: (03) 6223 6465

As per your requirements, please find attached the following:

1. Financial Accounts to 31 December 2002
2. Certificate

Commonwealth
PO Box E115
Kingston Act 2604
Tel: (06) 270 5400
Fax: (06) 270 5495

Yours sincerely,

Peter Somerville
Executive Officer

Western Australia
14 Stirling Highway
Nedlands WA 6009
Tel: (08) 9273 3000
Fax: (08) 9273 3073

Victoria
293 Royal Parade
Parkville Vic 3052
Tel: (03) 9280 8722
Fax: (03) 9280 8786

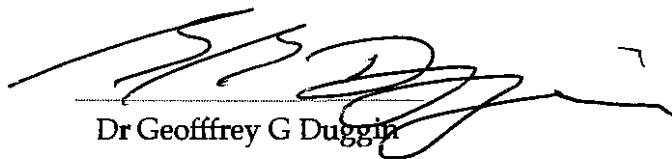
New South Wales
Suite 46
Level 3
330 Wattle Street
Ultimo NSW 2007
Tel: (02) 9212 6900
Fax: (02) 9212 6911

WORKPLACE RELATIONS ACT, 1996

Australian Salaried Medical Officers' Federation

Certificate pursuant to Section 280 (i)

I, Dr Geoffrey G Duggin, President of the Australian Salaried Medical Officers' Federation, do solemnly certify that the copies of the Auditors Report, Accounts, Notes, Certificates and Statements annexed hereto are copies of documents presented to a meeting of Federal Executive of the Organisation held on Wednesday 6 July 2004.



Dr Geoffrey G Duggin

21/9/2004
Date

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H & C Ambulance

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AUSTRALIAN SALARIED MEDICAL
OFFICERS' FEDERATION
FINANCIAL REPORTS
A.B.N. 28 648 719 021

FOR THE YEAR ENDED
31ST DECEMBER, 2002

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION

STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31ST DECEMBER 2002

	Note	2002 \$	2001 \$
CLASSIFICATION OF EXPENSES BY NATURE			
Revenues from ordinary activities		158,316.36	165,327.27
Revenues from Interest		7,588.25	7,283.72
Other Expense from ordinary activities		(266,099.53)	(130,135.03)
<hr/>			
Surplus/(Deficit) from ordinary activities		(100,194.92)	42,475.96
<hr/>			
Net profit from ordinary activities to members of the Federation		(100,194.92)	42,475.96
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Total changes in members' funds		(100,194.92)	42,475.96
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The accompanying notes form part of these financial statements.

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION

STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31ST DECEMBER 2002

	Note	2002 \$	2001 \$
OPERATING RESULT SURPLUS/ (DEFICIT) FOR THE YEAR	2	(100,194.92)	42,475.96
Total Members' Funds at the beginning of the financial year		215,198.65	172,722.69
		<u>115,003.73</u>	<u>215,198.65</u>
ACCUMULATED MEMBERS' FUNDS AT THE END OF THE FINANCIAL YEAR		<u>115,003.73</u>	<u>215,198.65</u>

The accompanying notes form part of these financial statements.

STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 31ST DECEMBER 2002

	Note	2002 \$	2001 \$
CURRENT ASSETS			
Cash	4	47,802.08	96,227.94
Investments	5	134,133.26	128,121.77
Other	6	599.74	1,219.33
TOTAL CURRENT ASSETS		182,535.08	225,569.04
TOTAL ASSETS		182,535.08	225,569.04
CURRENT LIABILITIES			
Accounts payable	7	63,231.35	8,570.39
Other	8	4,300.00	1,800.00
TOTAL CURRENT LIABILITIES		67,531.35	10,370.39
TOTAL LIABILITIES		67,531.35	10,370.39
NET ASSETS (LIABILITIES)		115,003.73	215,198.65
MEMBERS' FUNDS			
Accumulated Funds		115,003.73	215,198.65
TOTAL MEMBER'S FUNDS		115,003.73	215,198.65

The accompanying notes form part of these financial statements.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2002

1 STATEMENT OF ACCOUNTING POLICIES

The financial reports have been prepared in accordance with the Workplace Relations Act 1996, and applicable Accounting Standards and other mandatory professional reporting requirements. The financial reports have also been prepared on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the material accounting policies adopted by the Organisation in the preparation of the financial reports.

Income Tax

The Organisation, being a registered Trade Union, is exempt from income tax on all of its income.

Receivables

Debtors are recognised at the amount receivable and are due for settlement within 30 days from date of recognition.

Payables

These amounts represent liabilities for services provided to the Federation prior to the end of the financial year and which are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

Capitation Fees

Capitation fees received from Interstate Branches have been accepted as the correct amounts payable to the Federation.

Accounting for the Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except:

The amount of GST incurred by the Federation as a purchaser that is not recoverable from the Australian Taxation Office is recognised as a part of the cost of acquisition of an asset or as part of an item of expense. Receivables and Payables are stated with the amount of GST included.

Cash

For the purposes of the statement of cash flows, cash includes cash on hand and at call deposits with banks or financial institutions, investment in money market instruments maturing within less than two months, net of bank overdrafts.

2 INFORMATION TO BE PROVIDED TO MEMBERS OR TO THE REGISTRAR

In accordance with the requirements of the Workplace Relations Act.1996 the attention of Members is drawn to the provision of sub-sections (1) (2) and (3) of Section 274 which read as follows:

SECTION 274 INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

274(1) [Application for Information] A member of an organisation, or a Registrar may apply to the organisation for specified prescribed information in relation to the organisation.

274(2) [Provision of information] An organisation shall, on application made under subsection (1) by a member of the organisation or a Registrar make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.

274(3) [Function of Registrar] A Registrar may only make an application under subsection (1) at the request of a member of the organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31ST DECEMBER 2002**

	2002	2001
	\$	\$
Cash Flows from Operating Activities:		
Capitation Fees Received	174,147.99	165,327.27
Interest Received	8,207.84	6,064.39
General Administration Expenses & Direct Expenses	(224,770.20)	(130,358.53)
Net Cash Provided by (Used in) Operating Activities	(42,414.37)	41,033.13
Net Increase (Decrease) in Cash Held	(42,414.37)	41,033.13
Cash at Beginning of Financial Year	224,349.71	183,316.58
CASH AT END OF FINANCIAL YEAR	181,935.34	224,349.71

NOTES TO THE STATEMENT OF CASH FLOWS

Reconciliation of Cash

Cash at the end of financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows :

Deposits at Call	134,133.26	128,121.77
Cash at Bank	47,802.08	96,227.94
	<u>181,935.34</u>	<u>224,349.71</u>

**Reconciliation of Net Cash provided by
Operating Activities to Operating Result**

Operating Result Surplus (Deficit)	(100,194.92)	42,475.96
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Non Cash Flows in Operating Result:

Changes in Assets & Liabilities:

Decrease (Increase) in Accrued Income	619.59	(1,219.33)
Increase (Decrease) in Payables	54,660.96	(373.50)
Increase (Decrease) in Accrued Charges	2,500.00	150.00
Net Cash Provided by (used in) Operating Activities	(42,414.37)	41,033.13

The accompanying notes form part of these financial statements.

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION


NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2002

	2002 \$	2001 \$
4 CASH		
Commonwealth Bank	47,802.08	96,227.94
5 INVESTMENTS		
CURRENT		
Commonwealth Cash Management Trust	134,133.26	128,121.77
6 OTHER ASSETS		
CURRENT		
Accrued Income	599.74	1,219.33
7 ACCOUNTS PAYABLE		
CURRENT		
Trade Creditors	76,857.26	5,257.46
Input Tax Credits	(13,984.20)	(848.08)
GST Payable	358.29	4,161.01
	63,231.35	8,570.39
8 OTHER LIABILITIES		
CURRENT		
Accrued Charges	4,300.00	1,800.00

COMMITTEE OF MANAGEMENT'S CERTIFICATE

We, Dr G Dobb and Dr G Duggin, being two Members of the Committee of Management of Australian Salaried Medical Officers' Federation, do state on behalf of the Committee and in accordance with a resolution passed by the Committee that:-

- (i) In the opinion of the Committee of Management, the attached accounts show a true and fair view of the financial affairs of the Organisation as at 31st December, 2002.
- (ii) In the opinion of the Committee of Management, during the financial year to which these accounts relate, meetings of the Committee were held in accordance with the rules of the Organisation.
- (iii) To the knowledge of any Member of the Committee, during the financial year to which these accounts relate, there have been no instances where records of the Organisation or other documents (not being documents containing information made available to a Member of the Organisation under Sub-Section 274(2) of the Workplace Relations Act, 1996), or copies of these records or documents or copies of the Rules of the Organisation, have not been furnished or made available to Members in accordance with the requirements of the Workplace Relations Act, 1996 the Regulations thereto, or the Rules of the Organisation.
- (iv) The Organisation has complied with Sub-Sections 279(1) and (6) of the Workplace Relations Act 1996 in relation to the financial accounts in respect of the previous year ended 31st December, 2001.

.....
DR G DOBB

Dated: 5 / 5 / 2003

.....
DR G DUGGIN

Dated: 20 / 5 / 2003

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION

ACCOUNTING OFFICER'S CERTIFICATE

I, Dr G Dobb, being the Officer responsible for keeping the accounting records of Australian Salaried Medical Officers' Federation, certify that as at 31st December, 2002, the number of members of the Organisation was 5,438.

In my opinion:

- (i) The attached accounts show a true and fair view of the financial affairs of the Federation as at 31st December, 2002.
- (ii) A record has been kept of all monies paid by, or collected from members, and all monies so paid or collected have been credited to the bank account to which those monies are to be credited, in accordance with the rules of the Organisation.
- (iii) To the extent to which the Rules of the Organisation require approval to be obtained to the incurring of expenditure, such approval was obtained.
- (iv) No payment was made out of a fund referred to in Regulation 107 (b) (xiii) or (xv) of the Workplace Relations Act, 1996 for a purpose other than the purpose for which the fund was operated.
- (v) The register of Members of the Organisation was maintained in accordance with the Workplace Relations Act, 1996.
- (vi) No loans or other financial benefits were made to any persons holding office in the Organisation.



DR G DOBB

Dated 5/5/2003

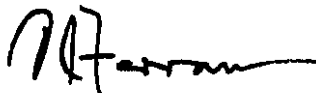
INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF
AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION

We have inspected and audited the accounting records kept by the Australian Salaried Medical Officers' Federation, in respect of the year ended 31st December, 2002 and have received all the information and explanations for the purposes of our audit.

In our opinion:

- 1 There were kept by the Federation in respect of the year, satisfactory accounting records detailing the sources and nature of the income of the Federation (including income from members) and the nature and purposes of expenditure; and
- 2 The attached accounts and statements, prepared in accordance with Section 273 of the Workplace Relations Act.1996, and applicable Accounting Standards are properly drawn up so as to give a true and fair view of:
 - (a) The financial affairs of the Federation as at 31st December, 2002 and,
 - (b) The income and expenditure and deficit of the Federation for the year ended on that date.

CARRUTHERS FARRAM & CO
Chartered Accountants



D J FARRAM
Registered Company Auditor

Dated: 11 JUN 2003

Suite 4, Level 4
105 Pitt Street
SYDNEY NSW 2000

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION

**INCOME & EXPENDITURE STATEMENT
FOR THE YEAR ENDED 31ST DECEMBER 2002**

	2002 \$	2001 \$
INCOME		
Capitation Fees Received	158,316.36	165,327.27
Interest Received		
Cash Management	5,391.90	5,446.35
Cheque Account	2,196.35	1,837.37
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	165,904.61	172,610.99
EXPENDITURE		
Audit Fees	1,800.00	1,800.00
Affiliation Fees	8,837.40	8,618.28
Bank Charges	1.80	120.99
Conference Expenses	1,390.12	2,919.73
Branch Establishment Costs	7,272.73	12,000.00
Insurance	2,084.82	2,107.25
Legal Costs	114,077.34	727.71
Meeting Expenses	1,980.33	-
Newsletter	4,809.09	4,035.00
Secretarial, Industrial Services	92,447.22	85,000.00
Travel, Accomodation	31,398.68	12,806.07
	<hr/>	<hr/>
	266,099.53	130,135.03
	<hr/>	<hr/>
SURPLUS/ (DEFICIT) FOR THE YEAR	(100,194.92)	42,475.96

The accompanying notes form part of these financial statements.

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION

SCHEDULES TO INCOME & EXPENDITURE STATEMENT
FOR THE YEAR ENDED 31ST DECEMBER 2002

	Note	2002 \$	2001 \$
Capitation Fees Received			
ACT Branch		3,585.45	3,956.36
Commonwealth Branch		6,830.91	7,480.00
NSW Branch		39,687.27	38,110.91
Qland Branch		22,780.00	22,409.09
SA Branch		24,758.18	31,583.64
Tasmanian Branch		4,018.18	2,812.73
Victorian Branch		40,243.64	42,963.63
WA Branch		16,412.73	16,010.91
		<u>158,316.36</u>	<u>165,327.27</u>
Secretarial, Industrial Services			
Secretarial, Industrial Services AMA		45,000.00	42,500.00
Secretarial, Industrial Services ASMOF NSW		45,000.00	42,500.00
AMA Industrial Services Other		2,447.22	-
		<u>92,447.22</u>	<u>85,000.00</u>
Travel, Accomodation			
Travel, Accommodation, Meals		31,398.68	12,806.07
		<u>31,398.68</u>	<u>12,806.07</u>

The accompanying notes form part of these financial statements.