

Federal

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

FINANCIAL REPORT
FOR THE YEAR ENDED
31 DECEMBER 2004

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION

A.B.N. 28 648 719 021

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

OPERATING REPORT

(a) Principal Activities:

The Organisation's principal activities during the financial year were:

To provide industrial services to the members consistent with the objects of the Organisation and particularly the object of protecting & improving the interests of the members.

Results of the Principal Activities:

The Organisation's principal activities resulted in maintaining and improving the services provided to its members, promoting and protecting the broad interests of salaried medical practitioners and advocating the provision and development of quality health services.

Significant changes in Organisation's Principal Activities:

There were no significant changes in the nature of Organisation's Principal Activities during the financial year.

(b) Significant changes in Organisation's financial affairs:

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

(c) Right of Members to resign:

Manner of resignation S254(2)(c)

Members may resign from the Organisation in accordance with rule 11, which reads as follows:

A member may resign their membership by notifying the Secretary in writing, addressed and delivered to that officer.

A notice of resignation from membership takes effect:

1) where the member ceases to be eligible to become a member of the Organisation:

(i) on the day on which the notice is received by the Organisation; or

(ii) on the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member;

whichever is later;

or

2) in any other case:

(i) at the end of two weeks, after the notice is received by the Organisation; or

(ii) on the day specified in the notice;

whichever is later;

Any dues payable but not paid by a former member of the Organisation, in relation to a period before the member's resignation from the Organisation took effect, may sued for and recovered in the name of the Organisation, in a court of competent jurisdiction, as a debt due to the Organisation. A notice delivered to the Secretary shall be taken to have been received by the Organisation when it is delivered.

A notice of resignation that has been received by the Organisation is not invalid because it was not addressed and delivered to the Secretary.

**AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION
(NEW SOUTH WALES BRANCH)
A.B.N. 28 648 718 021**

OPERATING REPORT

A resignation from membership is valid even if it is not effected in accordance with this Rule if the member is informed in writing by or on behalf of the Organisation that the resignation has been accepted.

(d) Number of members

The number of persons who, at the end of the financial year were recorded on the Register of Members was 6165.

(e) Number of employees

There were no employees of the Organisation.

(f) Members of Committee of Management

The persons who have held office as members of the Committee of Management of the Organisation since the beginning of the financial year are:

Dr. Christopher Verco	President
Dr. Geoff Duggin	Secretary
Dr. Tony Sara	Treasurer
Dr. Geoff Dobb	Vice President/ Changed position to Assistant Secretary/ Treasurer - mid year


Dr. Geoff Duggin (Secretary)

Date:

14 / 10 / 2005

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

STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 DECEMBER 2004

	Note	2004 \$	2003 \$
Revenues from ordinary activities	2	174,984.32	170,912.51
Other expenses from ordinary activities		<u>(164,251.31)</u>	<u>(251,288.47)</u>
Profit (loss) from ordinary activities before income tax expense		<u>10,733.01</u>	<u>(80,375.96)</u>
Net profit (loss) from ordinary activities after income tax expense attributable to the association	8	<u>10,733.01</u>	<u>(80,375.96)</u>
Total changes in equity of the association		<u><u>10,733.01</u></u>	<u><u>(80,375.96)</u></u>

The accompanying notes form part of these financial statements.

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

STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2004

	Note	2004 \$	2003 \$
CURRENT ASSETS			
Cash assets	3	75,897.31	61,398.40
Receivables	4	100,402.00	7,002.06
Other assets	5	1,786.79	-
TOTAL CURRENT ASSETS		<u>178,086.10</u>	<u>68,400.46</u>
TOTAL ASSETS		<u>178,086.10</u>	<u>68,400.46</u>
CURRENT LIABILITIES			
Payables	6	124,825.32	32,072.69
Other liabilities	7	7,900.00	1,700.00
TOTAL CURRENT LIABILITIES		<u>132,725.32</u>	<u>33,772.69</u>
TOTAL LIABILITIES		<u>132,725.32</u>	<u>33,772.69</u>
NET ASSETS (LIABILITIES)		<u>45,360.78</u>	<u>34,627.77</u>
MEMBERS' FUNDS			
Accumulated Funds	8	45,360.78	34,627.77
TOTAL MEMBERS' FUNDS		<u>45,360.78</u>	<u>34,627.77</u>

The accompanying notes form part of these financial statements.

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

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2004

1 Statement of Significant Accounting Policies

The General Purpose Financial Report (GPFR) covers AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION as an individual entity.

The GPFR has been prepared in accordance with the Workplace Relations Act 1996 [the RAO Schedule], and applicable Accounting Standards and other mandatory professional reporting requirements. The financial report has also been prepared on the basis of historical costs and does 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 report.

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.

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

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2004

2

Cash

For purposes of the Statement of Cash Flows, cash includes deposits at call with financial institutions and is subject to an insignificant risk of changes in value.

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred by the Federation as a purchaser that is not recoverable from the Australian Tax Office, is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the Statement of Financial Position are shown inclusive of GST.

Information to be provided to Members or to The Registrar

In accordance with the requirements of the Workplace Relations Act. 1996 - (the RAO Schedule) the attention of Members is drawn to the provision of sub-sections (1) (2) and (3) of Section 272 which read as follows:

Section 272 Information to be provided to Members or Registrar

272(1) [Application for Information] A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.

272(2) [Form of Application] The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.

272(3) [Compliance] A Reporting unit must comply with an application made under subsection (1).

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

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2004

	2004 \$	2003 \$
2 Revenue		
Operating activities		
Interest	1,089.77	4,065.22
Capitation Fees	173,894.55	166,847.29
	<u>174,984.32</u>	<u>170,912.51</u>
3 Cash Assets		
Deposits at Call	20,936.71	20,248.56
Cash at Bank	54,960.60	41,149.84
	<u>75,897.31</u>	<u>61,398.40</u>
4 Receivables		
Current		
Trade Debtors	100,402.00	-
	<u>100,402.00</u>	<u>-</u>
Other	-	7,002.06
	<u>100,402.00</u>	<u>7,002.06</u>
5 Other Assets		
Current		
Accrued Income	54.48	-
Prepayments	1,732.31	-
	<u>1,786.79</u>	<u>-</u>

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

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2004

	2004 \$	2003 \$
6 Payables		
Current		
Trade Creditors	122,164.54	32,072.69
Input Tax Credits	(12,627.76)	-
GST Payable	15,288.54	-
	<u>124,825.32</u>	<u>32,072.69</u>
7 Other Liabilities		
Current		
Accrued Charges	7,900.00	1,700.00
	<u>7,900.00</u>	<u>1,700.00</u>
8 Members' Funds		
Accumulated Funds (accumulated losses) at the beginning of the financial Year	34,627.77	115,003.73
Net profit (loss) attributable to the association	10,733.01	(80,375.96)
Accumulated Funds (accumulated losses) at the end of the financial Year	<u>45,360.78</u>	<u>34,627.77</u>

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

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2004

	2004 \$	2003 \$
CASH FLOWS FROM OPERATING ACTIVITIES		
Capitation Fees Received	90,882.00	183,532.02
Interest Received	1,035.29	4,664.96
General Administration Expenses & Direct Expenses	(77,418.38)	(308,733.92)
Net cash provided by (used in) operating activities	<u>14,498.91</u>	<u>(120,536.94)</u>
Net increase (decrease) in cash held	14,498.91	(120,536.94)
Cash at beginning of financial year	<u>61,398.40</u>	<u>181,935.34</u>
Cash at end of year	<u><u>75,897.31</u></u>	<u><u>61,398.40</u></u>

The accompanying notes form part of these financial statements.

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

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2004

	2004 \$	2003 \$
Notes to the Statement of Cash Flows		
Reconciliation of cash		
Cash at the end of the 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	20,936.71	20,248.56
Cash at Bank	54,960.60	41,149.84
	<u>75,897.31</u>	<u>61,398.40</u>
Reconciliation of net cash provided by operating activities to Operating Result		
Operating Profit (Loss) after income tax	10,733.01	(80,375.96)
Changes in assets and liabilities, net of the effects of purchase and disposals of subsidiaries		
Decrease (Increase) in Accrued Income	(54.48)	599.74
Increase (Decrease) in Payables	99,754.69	(38,160.72)
Increase (Decrease) in Accrued Charges	6,200.00	(2,600.00)
Decrease (Increase) in Receivables	(100,402.00)	-
(Increase) Decrease in prepayments	(1,732.31)	-
Cash outflows from operations	<u>14,498.91</u>	<u>(120,536.94)</u>

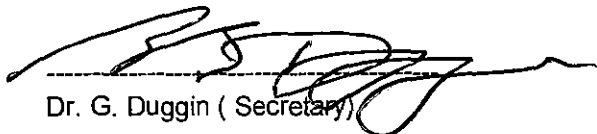
The accompanying notes form part of these financial statements.

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

COMMITTEE OF MANAGEMENT'S STATEMENT

On behalf of the Committee and in accordance with a resolution passed by the Committee, I, the undersigned, hereby declare that:-

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year to which GPFR relates and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of the branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of the branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - (iv) the financial records of the reporting unit have been kept, as far as practicable, in a manner consistent with each of the other reporting units of the organisation; and
 - (v) the information sought in any request of a member of a reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
 - (vi) there has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.


Dr. G. Duggin (Secretary)

Dated: 6/10/2005

Date Resolution passed:

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

Scope

I have audited the financial report being the Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows, Notes to the Financial Statements and Committee of Management's Statement of AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION for the financial year ended 31 December 2004. The Committee is responsible for the financial report. I have conducted an independent audit of the financial report in order to express an opinion on it to the members.

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements so as to present a view which is consistent with my understanding of the association's financial position, and performance as represented by the results of its operations and its cash flows.

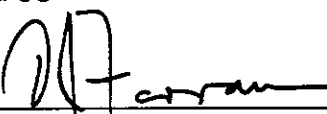
The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion:

The general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of Schedule 1B of the Workplace Relations Act 1996.

Name of Firm: CARRUTHERS FARRAM & CO
Chartered Accountants

Name of Principal: 
Douglas John Farram

Address: SUITE 4, Level 4 105 Pitt Street Sydney NSW 2000

Dated this day of **20 OCT 2005**

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

PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2004

	2004 \$	2003 \$
INCOME		
INTEREST RECEIVED		
Cash Management	916.07	3,456.76
Cheque Account	173.70	608.46
	1,089.77	4,065.22
CAPITATION FEES RECEIVED		
ACT Branch	4,389.09	3,863.64
Commonwealth Branch	6,614.54	7,294.55
NSW Branch	43,612.73	43,303.64
QLD Branch	31,434.55	24,881.82
SA Branch	28,003.63	28,003.64
Tasmanian Branch	3,863.64	3,987.27
Victorian Branch	38,512.73	38,512.73
WA Branch	17,463.64	17,000.00
	173,894.55	166,847.29
TOTAL INCOME	174,984.32	170,912.51
EXPENDITURE		
Audit Fees	2,100.00	1,600.00
Affiliation Fees	10,077.18	9,807.71
Bank Charges	60.00	-
Conference Expenses	863.67	5,081.78
Consultancy Fees	14,670.85	4,113.00
Insurance	1,595.56	3,186.32
Legal Costs	25,414.97	96,050.62
Meeting Expenses	1,286.32	1,387.57
Printing & Stationery	-	1,257.00
Secretarial, Industrial Services AMA	45,000.00	45,000.00
Secretarial, Industrial Services ASMOF NSW	45,000.00	45,000.00
Travel, Accommodation	18,182.76	38,804.47
	164,251.31	251,288.47

The accompanying notes form part of these financial statements.

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

PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2004

	2004 \$	2003 \$
Profit (Loss) from ordinary activities before income tax	10,733.01	(80,375.96)
Income tax expense attributable to operating profit	-	-
Profit (Loss) from ordinary activities after income tax	10,733.01	(80,375.96)
Retained Profits - Beginning of Year	34,627.77	115,003.73
Accumulated Funds at the end of the financial year	45,360.78	34,627.77

The accompanying notes form part of these financial statements.



Australian Government

Australian Industrial Registry

Level 35,
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 2004
FR2004/757**

I have received the financial documents of the abovementioned organisation for the year ended 31 December 2004 lodged under cover of your communication dated 19 October 2005. The documents were received in the Registry on 26 October 2005.

I advise that the financial reporting obligations under Schedule 1B of the Workplace Relations Act 1996 require a reporting unit to undertake a series of steps in a sequential order. For your information I have enclosed a Fact Sheet published by the Registry which sets out in a diagrammatical form those steps. In general terms the sequence requires a reporting unit to prepare a general purpose financial report (gpfr) as soon as practicable after the conclusion of the financial year, this includes a Committee of Management Statement (detailing those matters required under the Reporting Guidelines). This material is then reported to the reporting unit's auditor who then prepares a report which includes an opinion whether the gpfr has been presented fairly. The gpfr and the Auditors Report are then provided to members before being presented to a relevant meeting of the reporting unit and, subsequently lodged with the Registry.

Examination of the financial documents indicates that while certain accounts appear to have been prepared in accordance with the legislative requirements, there is no evidence that various mandatory steps have occurred. On the basis of the material presently lodged, the financial documents are therefore unable to be filed. Further action appears necessary of the organisation in respect of those steps.

In addition to the above, there are certain areas aspects of the lodged material about which I make comment in Attachment "A" in order to assist in the preparation of future financial returns. No further action is required of the organisation in respect of those matters.

The Industrial Registrar is keen to ensure all reporting units achieve full compliance with their obligations under Part 3, Chapter 8 of Schedule 1B of the Act. I would be pleased if you would contact Iain Stewart on 8661 7787 after you have had the opportunity to consider this correspondence so we can discuss how the reporting unit can discharge its financial reporting obligations for the financial year ended 30 June 2005 and in the future.

Yours sincerely,

A handwritten signature in black ink that reads "M Beare".

Marylyn Beare
Statutory Services Branch

30 November 2005

Attachment “A”

1. Operating report (titled “Report by the Council of Management”)

The following defects or deficiencies are contained in this report required under s254 of the RAO Schedule.

(a) Trustees of superannuation entities:

The report must give details (including details of the position held) of any officer or member of the reporting unit who is:

- (i) a trustee of a superannuation entity or an exempt public sector superannuation scheme; or
- (ii) a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme; and

where a criterion for the officer or member being the trustee or director is that the officer or member is an officer or member of a registered organization

Committee of Management’s Statement – see Reporting Guidelines

18. The committee of management statement must:

- (b) specify the date of passage of the resolution;

Auditor’s report

Auditor’s qualification

It is not clear from the Report whether or not the Auditor is an approved auditor. In this regard I draw your attention to the definition of approved auditor in regulation 4 of the RAO Regulations. In all likelihood the Auditor is such a person however, it is our preference that this is made explicit in the Report. I recommend you draw this comment to the attention of your Auditors.



Australian Government
Australian Industrial Registry

Level 5,
11 Exhibition Street, Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
Telephone: (03) 8661 7764
Fax: (03) 9655 0410

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

Dear Mr. Mead,

**Re: Financial documents for year ended 31 December 2004
FR2004/757**

I refer to my email of 18 October stating there were some outstanding matters for the above. Except for Attachment "A" which is a guide for future reference, no further action has to be taken in respect of the above documents.

I would like to add that the above documents have now been filed.

I apologise for any inconvenience.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'M Beare'.

Marylyn Beare
Statutory Services Branch

8 November, 2006