



Dr Peter Collignon
President
Australian Salaried Medical Officers Federation
Australian Capital Territory Branch

email: peter.collignon@act.gov.au

Dear Dr Collignon

Re: Financial Report for year ended 31 December 2006 – FR2006/653

I acknowledge receipt of the financial report for the Australian Capital Territory Branch of the Australian Salaried Medical Officers Federation for the year ended 31 December 2006. This document was lodged with the Registry on 12 July 2007.

The financial report has now been filed.

I make the following comments to assist you when you next prepare a financial report. You are not required to take any further action in respect of the report lodged.

1. Audit Report

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 definitions of approved auditor in regulation 4 of the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003. 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.

2. Committee of Management Statement

I remind you that the applicable Reporting Guidelines require the Committee of Management Statement to include information in relation to recovery of wages activity. You may wish to consider words such as:

(xz) in relation to the recovery of wages activity:

(i) there has been no such activity undertaken by the reporting unit

3. Accounting Officer's Certificate and Committee of Management Certificate

Neither of these certificates are required under the existing legislative scheme.

If you wish to discuss any of the matters referred to above I can be contacted on (03) 8661 7764.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Kevin Donnellan', written over a horizontal line.

Kevin Donnellan
Statutory Services Branch
19 July 2007

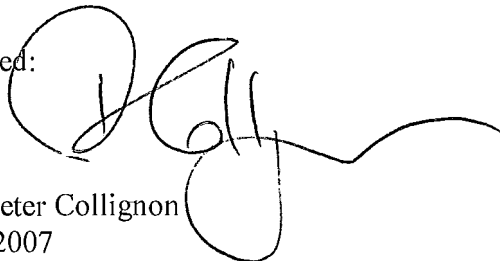
AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION ACT

I, Dr. Peter Collignon, being the Designated Officer of the Australian Salaried Medical Officers' Federation (ACT) certify:

- That the document lodged herewith is a copy of the full Report of the Audited Financial Statements for the year ended 31 December 2006 for ASMOF ACT, referred to in s268 of the RAO Schedule; and
- That members have been sent a copy of this full Report on 4/6/2007 and 15/6/2007;
- That the full Report was presented on Friday 15th June 2007 1pm to ASMOF ACT Committee of Management who adopted the Report and was signed by President Peter Collignon and Secretary Mark Hurwitz;
- That a copy of the full Report was presented to the Annual General Meeting 5pm Monday 18th June at the Canberra Hospital, and after questions answered by Treasurer Dr Ian Jeffery, was adopted by resolution by the members present.

This is in accordance with section 266 of the RAO Schedule.

Signed:



Dr Peter Collignon
6/7/2007

ASMOF ACT branch of the Australian Salaried Medical Officers Federation;
c/o President, Dr Peter Collignon, Director Infectious Diseases Unit and Microbiology
Department, The Canberra Hospital, Garran, ACT. 2605.
fax 61 2 6244 4646 phone 61 2 6244 2105, (Email peter.collignon@act.gov.au)



**AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION
AUSTRALIAN CAPITAL TERRITORY BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 31 DECEMBER 2006

Principal Activities

The principal activities of the Branch during the financial year were to:

- improve and protect the salaries and conditions of employment of our members;
- represent our members in approaches to and discussions with their employer;
- negotiate collective agreements which improve the conditions of employment of our members;
- enforce existing industrial agreements on behalf of our members; and
- promote industrial peace through conciliation and arbitration.

Results of Principal Activities

The Branch's principal activities resulted in the maintenance and improvement of the salaries and conditions of employment of our members all of whom are covered by a collective agreement.

Significant Changes in the Nature of Principal Activities

There were no significant changes in the nature of the Branch's principal activities during the financial year.

Significant Changes in the Branch's Financial Affairs

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

Manner of Resignation – s254(2)©

Members may resign from the Branch in accordance with Rule 11 which reads as follows:

“A member may resign from membership by written notice addressed and delivered to the Branch Secretary. Resignation from membership takes effect:

- (i) where the member ceases to be eligible to become a member of the Federation:
 - (a) on the day on which the notice is received by the Federation; or

- (b) 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
- (ii) in any case:
 - (a) at the end of 2 weeks after the notice is received by the Federation, or
 - (b) on the day specified in the notice;
whichever is later.

Any dues not paid by a former member of the Federation may be, sued for and recovered, in a court of competent jurisdiction, as a debt to the Federation. In special circumstances, the Federal Council may accept the resignation of a member and release the member from any or all outstanding obligations to the Federation.

A notice delivered to the person mentioned in sub-rule (i) shall be taken to have been received by the Federation when it was delivered.

A notice of resignation that has been received by the Federation is not invalid because it was not addressed and delivered in accordance with sub-rule (i).

A resignation from membership of the Federation 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 Federation that the resignation has been accepted.

In special circumstances the Federal Council may by resolution accept the resignation of a member and release the member from any or all outstanding obligations to the Federation, notwithstanding that the provisions of these Rules have not been complied with.”

Trustee or Director of a Trustee Company of a Superannuation Entity or an Exempt Public Sector Superannuation Scheme

No Officer of the Branch was a Trustee or Director of a Trustee Company of a Superannuation Entity or an Exempt Public Sector Superannuation Scheme.

Number of Members

The number of persons who, at the end of the financial year, were recorded on the Register of Financial Members was 148.

Number of Employees

There were no employees of the Branch.

Members of the Committee of Management

The persons who held office as members of the Committee of Management of the Branch at the beginning of the financial year were:

Branch President: Dr Peter Collignon
Vice President: Vacant
Secretary: Dr Mark Hurwitz
Treasurer: Dr Ian Jeffery
Branch Councillor: Dr Paul Lamberth
Branch Councillor: Dr Suzanne Packer

Name: P Collignon PETER Collignon
Title: President ACT ASMOF
Date: July 9th 2007

**AUSTRALIAN SALARIED MEDICAL
OFFICERS' FEDERATION (ACT)**

ABN 80 383 854 756

AUDITED FINANCIAL STATEMENTS

FOR YEAR ENDED

31 DECEMBER 2006

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION (ACT)

Contents

Committee of Management's Certificate

Auditor's Report

Statement of Financial Performance

Statement of Financial Position

Statement of Cash Flows

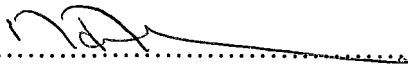
Notes to the Financial Statements

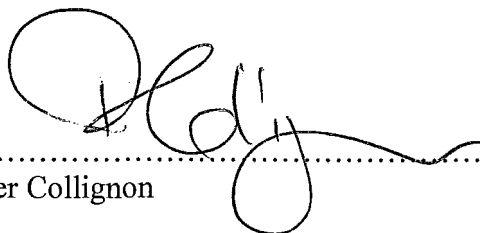
AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION (ACT)

COMMITTEE OF MANAGEMENT'S CERTIFICATE

We, Mark Hurwitz and Peter Collignon, being two members of the Committee of the Australian Salaried Medical Officers' Federation (ACT), 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 31 December 2006.
- II. In the opinion of the Committee of Management, meetings of the Committee were held during the year ended 31 December 2006 in accordance with the rules of the organisation.
- III. To the knowledge of any member of the Committee, there have not been, during the financial year to which the accounts relates, instances where records of the organisation or other documents (not being documents containing information made available to a member of the organisation under subsection 274(2) of the Act), or copies of those records or documents, or copies of the rules of the organisation, have not been furnished, or made available to members of the organisation in accordance with the Workplace Relations Act 1996, the Regulations, thereto or the rules of the organisation.
- IV. The organisation has complied with subsection 279 (1) and 279 (6) of the Act in relation to the financial accounts in respect of the year ended 31 December 2006.


.....
Mark Hurwitz


.....
Peter Collignon

Date:.....15th June.....2007.....

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION (ACT)

**Independent audit report to the members of the
Australian Salaried Medical Officers' Federation (ACT)**

Scope

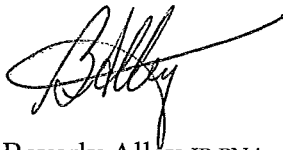
I have audited the financial report of Australian Salaried Medical Officers' Federation (ACT) (the "Association") for the financial year ended 31 December 2006 being a general purpose financial report consisting of the statement of financial position, statement of financial performance, statement of cash flows and the accompanying notes to the financial statements. The Association's Committee members are 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 of the Association.

My audit was 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 Australian Accounting Standards and other mandatory professional reporting requirements in Australia, 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 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 of Australian Salaried Medical Officers Federation (ACT) presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of Schedule 1 of the Workplace Relations Act 1996.



Beverly Alley JP PNA
PO Box 3693
Weston Creek ACT 2611
Date: 25 May 2007

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION (ACT)

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 DECEMBER 2006**

	2006 \$	2005 \$
RECEIPTS		
Members Contributions	91,278.15	91,860.83
Interest Received	1,992.50	1,193.53
Office Bearer Allowance 2004 Returned	<u> .</u>	<u>1,250.00</u>
Total Receipts	<u>93,270.65</u>	<u>94,304.36</u>
 PAYMENTS		
AMA Consultant Fees	38,660.02	38,181.84
Bank Fees and Charges	168.20	130.15
Capitation Fees ASMOF	3,958.18	--
RMO Association	--	9,600.00
TLC Affiliation Fees	1,319.51	852.17
Mileage Allowance	190.40	861.52
Office Bearer Allowances	15,000.00	15,000.00
Parking	4.50	59.82
Sundry consultant's expenses	747.67	--
Sundry Expenses	<u>936.72</u>	<u>100.00</u>
Total Payments	<u>60,985.20</u>	<u>64,785.50</u>
 Excess Receipts / Expenses for the year	 <u>\$32,285.45</u>	 <u>\$29,518.86</u>

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION (ACT)

**STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2006**

	2006 \$	2005 \$
CURRENT ASSETS		
Cash at Bank Cheque Account	116,804.16	88,642.25
Cash Management Account	17,222.60	17,102.45
Term Deposit	<u>47,639.33</u>	<u>46,537.00</u>
TOTAL ASSETS	<u>181,666.09</u>	<u>152,281.70</u>
 CURRENT LIABILITIES		
Tax Liabilities		
GST Payable	3,733.29	7,584.35
Amounts withheld from office bearer allowances	11,256.25	10,306.25
Accrued Liabilities		
Office Bearer Allowances	<u>10,000.00</u>	<u>10,000.00</u>
TOTAL LIABILITIES	<u>24,989.54</u>	<u>27,890.60</u>
 NET ASSETS	 <u>\$156,676.55</u>	 <u>\$124,391.10</u>
 MEMBERS' EQUITY		
Accumulated Funds	<u>\$156,676.55</u>	<u>\$124,391.10</u>

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION (ACT)

Notes to the Financial Statements for year ended 31 December 2006

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a) Basis of Accounting

These accounts are a general purpose financial report which has been prepared in accordance with applicable Accounting Standards and disclosures required by the Workplace Relations Act 1996.

The financial report has been prepared on a cash basis of accounting including the historical cost convention and the going concern assumption.

b) Cash

Cash on hand and in banks and short term deposits are stated at the lower of cost and net realizable value.

For the purposes of the Statement of Cash Flows, cash includes cash on hand and in banks, and money market investments readily convertible to cash within 2 working days, net of outstanding bank overdrafts.

c) Revenue Recognition

Revenue is recognized to the extent that it is probable that the economic benefits will flow to the entity and the revenue can be reliably measured.

Interest

Control of a right to receive consideration for the provision of, or investment in, assets has been attained.

a) Income Tax

The Australian Salaried Medical Officers' Federation (ACT) is exempt from income tax under section 50-15 of the Income Tax Assessment Act 1997

Goods and Services Tax (GST)

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

- Where the GST incurred on a purchase of goods and services is not recoverable from the taxation authority, in which case the GST is recognized as part of the cost of acquisition of the asset or as part of the expense item as applicable; and
- Receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the Statement of Financial Position.

Cash flows are included in the Statement of Cash Flows on a gross basis and the GST component of cash flows arising from investing and financing activities, which is recoverable from, or payable to, the taxation authority are classified as operating cash flows.

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION (ACT)

Notes to the Financial Statements – 31 December 2006 Cont'd

2. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of sub-sections (1), (2), and (3) of section 272 which reads as follows:

- 1) 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.
- 2) 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.
- 3) A reporting unit must comply with an application made under sub-section (1).

3. RETAINED SURPLUS

	2006	2005
Balance at the beginning of the year	124,391	94,872
Net surplus (deficit)	<u>32,285</u>	<u>29,519</u>
Balance at end of year	<u>\$156,676</u>	<u>\$124,391</u>

4. STATEMENT OF CASH FLOWS

a) Reconciliation of the operating profit after Tax to the net cash flows from operations		
Operating surplus (deficit) after tax	32,285	39,519
Changes in assets and liabilities		
Goods and Services Tax (net)	<u>(2,901)</u>	<u>7,170</u>
Net cash flow from (used in) operating activities	<u>\$29,384</u>	<u>\$46,689</u>
b) Reconciliation of cash		
Cash balance comprises:		
- General Cheque Account	88,642.25	42,704.43
- Cash Management Account	17,102.45	16,983.54
- Term Deposit	<u>46,537.00</u>	<u>45,904.19</u>
Closing cash balance	<u>\$152,281.70</u>	<u>\$105,592.16</u>

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION (ACT)

Notes to the Financial Statements – 31 December 2006 Cont'd

5. RELATED PARTY DISCLOSURES

The management Committee of the Australian Salaried Medical Officers' Federation (ACT) During the financial year comprised:
Dr Peter Collignon (President)
Dr Mark Hurwitz (Secretary)
Dr Ian Jeffery (Treasurer)

6. REMUNERATION OF COMMITTEE MEMBERS	2006	2005
Amounts received or due and receivable by the Councilors of the Australian Salaried Medical Officers' Federation (ACT)	<u>\$15,000</u>	<u>\$15,000</u>

7. SUBSEQUENT EVENTS

There have been no significant events which have occurred subsequent to 31 December 2006.

8. SEGMENT NOTE

The Australian Salaried Medical Officers' Federation (ACT) operates in one business segment being the provision of services to its members employed by the ACT government and in one geographical segment being within Australia.

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION (ACT)

Statement of Cash Flows for the Year Ended 31 December 2006

	2006	2005
Cash Flow from Operating Activities		
Receipts from Members	91,278.15	93,110.83
Payments to suppliers and committee	(63,886.26)	(47,614.82)
Interest Received	<u>1,992.50</u>	<u>1,193.53</u>
Net Cash provided by (used in) operating activities	29,384.39	46,689.54
Add opening cash brought forward	<u>152,281.70</u>	<u>105,592.16</u>
Cash at the end of the year	<u>\$181,666.09</u>	<u>\$152,281.70</u>

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION (ACT)

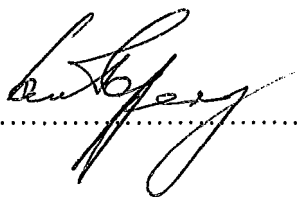
ACCOUNTING OFFICERS' CERTIFICATE

I, Ian Jeffery, being the Officer responsible for keeping the accounting records of the Australian Salaried Medical Officers' Federation (ACT), certify that as at 31 December 2006 the number of members of the organisation was 148.

In my opinion:-

- I. The attached accounts show a true and fair view of the financial affairs of the organisation as at 31 December 2006;
- II. A record has been kept of all monies paid by, or collected from members of the organisation, and all monies so paid or those monies are to be credited, in accordance with the rules of the organisation;
- III. Before any expenditure was incurred by the organisation, approval of the incurring of the expenditure was obtained in accordance with the rules of the organisation;
- IV. With regard to the funds of the organisation raised by compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made out of any such fund for purposes other than those for which the fund was operated;
- V. All loans or other financial benefits, other than remuneration in respect of their full-time employment with the organisation, made to persons holding office in the organisation were authorised in accordance with the rules of the association;
- VI. The register of members of the organisation was maintained in accordance with the Act.

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Ian Jeffery



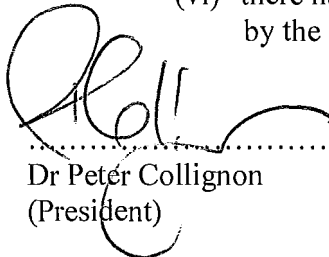
Date: 9 Jul 07

**AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION (ACT)
(ACT BRANCH)**

COMMITTEE OF MANagements'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 the 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 Peter Collignon
(President)

Dated: 15th June 2007

Date resolution passed: 14th June 2007