30 August 2016

Mr David Sainsbury Branch Secretary South Australia Branch Australian Salaried Medical Officers Federation sasmoa@sasmoa.com



CC: Matthew Rosenberg, AS Accounting Services, by email: office@asas.id.au

Dear Mr Sainsbury,

## Australian Salaried Medical Officers Federation - South Australia Branch Financial Report for the year ended 31 December 2015 - [FR2015/392]

I acknowledge receipt of the financial report of the Australian Salaried Medical Officers Federation - South Australia Branch. The documents were lodged with the Fair Work Commission on 20 June 2016. The full report was re-lodged by the branch on 19 August 2016.

The financial report has now been filed. You are not required to take any further action in respect of the report lodged.

The financial report was filed based on a primary review. This involved confirming that the financial reporting timelines required under s.253, s.265, s.266 and s.268 of the *Fair Work (Registered Organisations) Act 2009* (RO Act) have been satisfied, all documents required under s.268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and reporting guidelines have been complied with. A primary review does not examine all disclosure requirements.

## Re-lodging the Full Report two years in a row

The financial report for year ending 31 December 2014 was subject to an advanced compliance review. Subsequent to being assessed, that report was resubmitted to the Commission prior to being filed. When I assessed the 2015 financial report, it became apparent that the branch had not incorporated the changes that resulted from the advanced compliance review.

Consequently, this report had to be redrafted and resubmitted prior to being filed. Please ensure that next year's report builds on the current report and does not re-create the same errors that have now required the last two reports be re-lodged by the branch.

Please note that the financial report for the year ending 31 December 2016 may be subject to an advanced compliance review.

If you have any queries regarding this letter, please contact me on (03) 8656 4698 or via email at <u>catherine.bebbington@fwc.gov.au</u>.

Kind regards

CATHERINE BEBBINGTON Regulatory Compliance Branch

FAIR WORK COMMISSION Tel: 03 8656 4698

www.fwc.gov.au

11 Exhibition Street Melbourne VIC 3000 GPO Box 1994 Melbourne VIC 3001 Email : <u>orgs@fwc.gov.au</u> Internet : www.fwc.gov.au

FINANCIAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2015

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# Australian Salaried Medical Officers Federation South Australian Branch

## **OPERATING REPORT**

for the period ended 31 December 2015

The Committee presents its report on the ASMOF(SA) for the financial year ended 31 December 2015.

### **Principal Activities**

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

• To provide industrial services to the members consistent with the objects of the Branch, particularly the object of protecting and improving the interests of members.

#### **Results of Principal Activities**

The Branch's principal activities resulted in maintaining and improving 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 the Nature of the Principal Activities

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

#### Significant Changes in the Branch's Financial Affairs

There were no significant changes affecting the financial affairs of the Branch.

#### **Right of members to Resign** – s254(2)( c)

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

- (1) A member of the Federation may resign from membership by written notice addressed and delivered to the Branch Secretary.
- (2) Notice of resignation from membership of the Federation takes effect:
  - (i) where the member ceases to be eligible to become a member of the Federation:
    - (a) on the day 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 other 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.

(3) Any dues payable but not paid by a former member of the Federation, in relation to a period before the member's resignation from the Federation took effect, may be sued for and recovered in the name of the Federation, in a court of competent jurisdiction, as a debt to the Federation.

# Australian Salaried Medical Officers Federation South Australian Branch

## **OPERATING REPORT**

#### for the period ended 31 December 2015

- (4) A notice delivered to the person mention in sub-rule (1) shall be taken to have received by the Federation when it was delivered.
- (5) 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 (1).
- (6) 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.
- (7) 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.

#### Statement of Particulars of Loans, Grants and Donations

No loans, grants or donations were made by the Branch during the financial year.

#### **Trustee of Superannuation Entity**

No Officer or member of the reporting unit holds a position as a trustee or director of a superannuation entity or exempt public superannuation scheme where the criterion for holding such position is that they are an officer or member of an organisation.

#### **Number of Members**

The number of persons who, at the end of the financial year, were recorded on the Register of Members is 1555.

#### **Number of Employees**

There were no persons who were employees of the Branch during the financial year.

#### Names of the Committee of Management members and period positions held during the financial year

The persons who held office as members of the Committee of Management of the Branch during the financial year unless indicated otherwise were:

Branch Position	Name	Period
President	Dr David Pope	2015
Vice President	Dr Christopher Verco	2015
Secretary	Dr Stephanie Cooper	Up to 8 <sup>th</sup> May 2015
Ass. Sec/Treasurer	Dr Mark Fuller	Up to 8 <sup>th</sup> May 2015
Secretary	Dr David Sainsbury	From 8 <sup>th</sup> May 2015
Ass. Sec/Treasurer	Dr Stephanie Cooper	From 8 <sup>th</sup> May 2015

Signature of Secretary

Title: ASMOF(SA) Branch Secretary

Date: 1.4. / 4 / 2016

### STATEMENT OF COMPREHENSIVE INCOME

for the year ended 31 December 2015

	Notes	2015 \$	2014 \$
REVENUE			
Interest Received Membership Subscription Sundry Receipts Capitation fees Levies Grant or Donations	3C	32 81,724 - - -	4 <b>5</b> 75,101 - - - -
Total income		81,756	75,146
EXPENDITURE			
Capitation Fees Legal Cost Audit Fees Other Expense Affiliation Fees Consideration to employers for payroll deduction Compulsory Levies Fees/Allowances - meeting and conference Conference and meeting expenses Grant Or Donations Penalties - via RO Act or RO Regulations Employee expenses	4B 4H 14 4K	69,705 0 585 5,955 - - - - - - - - - - - - -	65,013 0 612 6,867 - - - - - - - - -
Total expenses		76,245	72,492
Net Surplus / (Deficit) for the Year		5,511	2,654

#### STATEMENT OF FINANCIAL POSITION as at 31 December 2015

as at 31 December 2015	Note	2015	2014
CURRENT ASSETS		4 4 4	\$
Cash and Cash Equivalent	5A	20,141	14,569
Total current assets		20,141	14,569
Total assets		20,141	14,569
CURRENT LIABILITIES			
Other payables	7B	939	378
Total current llabilities		939	878
Total liabilites		939	878
NET ASSETS		19,202	13,691
EQUITY			
Retained earnings( accumulated deficit) Net Surplus / (Deficit) for the Year TOTAL MEMBERS FUNDS		13,691 5,511 19,202	11,037 2,654 <u>13,691</u>

# STATEMENT OF CHANGES IN EQUITY for the year ended 31 December 2015

	2015 \$
Baiance at 31 December 2014	13,691
Surplus attributable to members 2015	5,511
Balance at 31 December 2015	19,202

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

#### 1 Summary of Significant Accounting Policies

#### **Basis of Preparation of the Financial Statements**

The financial statements are general purpose financial statements and have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period and the Fair Work (Registered Organisation) Act 2009. For the purpose of preparing the general purpose financial statements, the AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION (SOUTH AUSTRALIAN BRANCH) is a not-for-profit entity.

The financial statements have been prepared on an accrual basis and in accordance with the historical cost, except for certain assets and liabilities at measured at fair value, as explained in the accounting policies below. Historical cost is generally based on the fair values of the consideration given in exchange for assets. Except where stated, no allowance is made for the changing prices on the results or the financial position. The financial statements have been rounded to the nearest dollar.

Accounting Policies Income Tax

The Branch, being a registered Trade Union, is exempt from Income Tax under Section 50-15 of the Income Tax Assessment Act 1997.

#### Significant Accounting Judgements and Estimates

The committee members evaluate estimates and judgments incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Branch.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

#### New Australian Accounting Standards

Adoption of New and Revised Accounting Standards

No accounting standard has been adopted during the period.

Future Australian Accounting Standards Requirements

No new standards, amendments to standards or interpretations that were issued prior to the sign-off date are applicable to the future reporting period that are expected to have a future financial impact on the Branch.

#### **Cash and Cash Equivalents**

Cash in the Statement of Financial Position comprises cash at bank.

#### Revenue

All revenue is stated net of the amount of goods and services tax (CST). Membership subscriptions received have been accepted as the correct amounts payable to the Branch. Revenue from subscriptions is accounted for on an accrual basis.

#### Trade and Other Receivables

Accounts receivable are recognised initially at the transaction price (i.e. cost) and are subsequently measured at cost less provision for impairment. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

#### **Trade and Other Payables**

Accounts payable and other payables represent the liabilities at the end of the reporting period for goods and services received by the Branch that remain unpaid.

Accounts payable are recognised at their transaction price. Accounts payable are obligations on the basis of normal credit terms.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

#### 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 Branch 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 where incurred.

Cash flows are included in the Cash Flow Statement on a gross basis.

#### Going Concern

The Branch relies on membership fees to continue as a going concern. The Branch is not reliant on agreed financial support of any organization to continue on a going concern basis. The Branch has not agreed to provide financial support to any organisation to continue on a going concern basis.

#### Financial support to another entity

The Branch has not agreed to provide financial support to any entity to continue as a going concern.

#### Acquiring Assets or Liabilities

The Branch has not acquired an asset or liability during the financial year as a result of an amaigamation under Part 2 of Chapter 3, of the RO Act, a restructure, a determination by General Manager under subsection 245 (1) of the RO Act, a revocation by the General Manager under subsection 249(1) of the RC Act or as part of a business combination.

#### **Prescribed Items Disclosure - Revenue**

The Branch has no prescribed activities that require its revenue to be disclosed in the GPFR, apart from Membership Fees which is reported in the Statement of Comprehensive Income.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

#### Prescribed Items Disclosure - Expenses

The Branch has no prescribed activities that require its expenses to be disclosed in the GPFR in the reporting period.

#### Prescribed items Disclosure - Statement of Financial Position

There are no prescribed items of assets and liabilities that are required to be reported in the reporting period.

#### Prescribed items Disclosure - Statement of Changes in Equity

There are no prescribed items of Statement of Changes in Equity that are required to be reported in the reporting period.

#### Prescribed items Disclosure - Statement of Cash Flow

There are no prescribed items of Statement of Cash Flow that are required to be reported, apart from those already reported in the Statement of Cash Flow.

#### **Recovery of Wages Activity**

The Branch has not undertaken recovery of wages activity during the financial year.

# Transactions in the Reporting Period to Related Parties, Declared Bodies and/or other Branches of the organisation

The organization received Membership Subscription fees from the SA Salaried Medical Officers Association (SASMOA)

The Organisation pays Capitation Fees to Australian Salaried Medical Officers Federation (ASMOF) and pays Secretarial Service fees to SASMOA.

	2015	2014
Revenue received from SASMOA Including- Membership Subscription	81,724	75,101
Expenses paid to ASMOF		
Including Capitation Fees	69,705	65,013
Expenses paid to SASMOA		
Including Secretarial Service fees	5,000	5,000

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

#### Section 272 Fair Work (Registered Organisations) Act 2009 Information to be provided to Members or to the General Manager of FWA

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of Members is drawn to the provision of sub-sections(1) to (3) of Section 272, which read as follows:

Information to be provided to members or the General Manager of Fair Work Commission:

(1) A Member of a reporting unit, or the General Manager of Fair Work Commission, 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 subsection (1)

#### **Branch Dotalls**

The registered office and principal place of business of the Branch is 1<sup>st</sup> Floor,161 Ward Street , North Adelaide SA 5006

#### NOTES TO THE FINANCIAL STATEMENTS (CONT.) FOR THE YEAR ENDED 31 DECEMBER 2015

	2015	2014
Note 3 income		
Note 3B: Levies - nil		(1))-10-10 (1) (1) (1) (1) (1) (1) (1) (1) (1) (1)
Note 3C- Interest Bank interest	<u>32</u> <u>32</u>	45 45
Note 4- Expense		
Note 4B- Capitation Fees		
Capitation fees	69,705 69,705	65,013 65,013
Note 4C: Affiliation fees - nil	-	
Note 4H- Legal Costs Other legal matiers	-	
Note 4K- Other Expenses Bank Charges Socretarial Services Sundry Travel and accommodation	5,000 355 600 <b>5,955</b>	33 5,000 1,081 753 <b>6,6</b> 87
Note 5- Current Assets		
Note 5A- Cash and Cash Equivalent Cash at bank- Bank of South Australia	20,141 20,141	14,569 14,569
Note 5B- Trade & Other Receivables		

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#### NOTES TO THE FINANCIAL STATEMENTS (CONT.) FOR THE YEAR ENDED 31 DECEMBER 2015

	2015	2014
Note 7B- Current Liabilities		
Accrued Audit fees GST payable	594 345 <b>93</b> 8	639 239 <b>878</b>
Note 7C- Employee <b>&amp; legal cost llabilities</b> Payables employees Payables legal costs		-

#### Note 8 - Financial Instruments

Financial Risk Management

The Branch's financial instruments consist primarily of deposit with banks

The Branch does not have any derivative instrument at 31 December 2015

#### (a) Financial Risk Management Policies

(i) Interest rate risk

The Branch is not exposed to any interest rate risk, as it does not have nay interest bearing financial instrument

(ii) Foreign currency risk The Branch is not exposed to fluctuation in foreign currencies

(iii) Liquidity risk The Branch manages liquidity by regularly monitoring cash flows

(iv) Credit risk

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount, as discussed in the statement of financial position and notes forming part of the accounts

#### NOTES TO THE FINANCIAL STATEMENTS (CONT.) FOR THE YEAR ENDED 31 DECEMBER 2015

2015 2014

(b) Net fair values

The Branch does not have any instrument in listed investments. For other assets and other liabilities the net fair value approximates their carrying value. There has been no write down of financial assets values as all funds on deposit are expected to realise their carrying amounts

The aggregate carrying amount of financial assets and financial liabilities are disclosed in the statement of financial position and in the notes forming part of the accounts.

Note 9: Audit Fees 585 612

AS Accounting Services received no other fees from ASMOF for services apart from fee disclosed here.

Note 10: Cash flow statement No other reporting unit and or controlled entity of the organisation is the source of cash inflow or outflow

#### CASH FLOW STATEMENT

for the year ended 31 December 2015	2015 \$	2014 \$
Cashflow from Operating Activities		
Receipts From Members Interest Received Payments to Suppliers	81,7 <u>2</u> 4 32 -76,184	75,101 45 -71,903
Net Cash Provided by Operating Activities	5,572	3,243
Net Increase / (Decrease) in Cash Held	5,572	3,243
Cash at the Beginning of the Year	14,569	11,326
Cash at the end of the Year	20,141	14,569
Cashflow Information Reconciliation of Cash		
Cash - Bank Account	20,141	14,569

see note 10

14.

STATEMENT OF CASH FLOWS

for the year ended 31 December 2015

	2015 \$	2014 \$
Cash Flow Reconciliation		
Reconciliation of cash & cash equivalents as per Financial Position Statements to Cash Flow Statements		
Cash and cash equivalent as per :		
Cash Flow Statement	20,141	14,569
Financial Position Statement Difference	20,141	14,589
Reconciliation of profit/(loss) to net cash from operating activities :		
Profit/(loss) for the year	5,511	2,654
Changes in assets and ilabilities		
Increase (Decrease) in Payable Net cash from (used by) operating activities	<u> </u>	<u>589</u> 3,243

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## Australian Salaried Medical Officers Federation South Australian Branch

## Committee of Management Statement for the period ended 31<sup>st</sup> December 2015

On **23**February 2016, the Committee of Management of the Australian Salaried Medical Officers Federation, South Australian Branch passed the following resolution in relation to the General Purpose Financial Report (GPFR) for the year ended 31 December 2015.

The Committee of Management of the Australian Salaried Medical Officers Federation, South Australian Branch declares that in its opinion;

- (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 General Manager;
- (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 the 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 Australian Salaried Medical Officers Federation, including the rules concerning Branches of that Federation; and
  - the financial affairs of the reporting unit have been managed in accordance with the rules of the Australian Salaried Medical Officers Federation, including the rules concerning Branches of that Federation; and
  - the financial records of the reporting unit have been kept and maintained in accordance with Fair Work (Registered Organisations) Act 2009 and Fair Work (Registered Organisations) Regulations 2009; and
  - (iv) the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner with each of the other reporting units of the Australian Salaried Medical Officers Federation; and
  - (v) where information has been sought in any request by a member of the reporting unit or General Manager duly made under section 272 of the RO Act has been provided to the member or General Manager; and
  - (vi) where any order for inspection of financial records has been made by the Fair Work Commission under section 273 of the RO Act, there has been compliance.
- (f) in relation to the recovery of wages activity:
  - (i) there has been no such activity undertaken by the reporting unit.

## Australian Salaried Medical Officers Federation South Australian Branch

## **Committee of Management Statement** *for the period ended 31<sup>st</sup> December 2015*

This declaration is made in accordance with a resolution of the Committee of Management.

Digitally signed by David Sainsbury DN: cn=David Sainsbury, o, ou, email=DAVID.SAINSBURY@ADEL AIDE.EDU.AU, c=AU Date: 2016.02.23 16:01:52 +10'30' Q Signature of Secretary: .....

Dr David Sainsbury, Secretary, Australian Salaried Medical Officers Federation, SA Branch

Dated: 23 February 2016

A S ACCOUNTING SERVICES ~ planning for success ~ Suite 13 Level 1 198 Greenhill Road Eastwood SA 5063

08 8267 3022 F 08 8239 0371 E office@asas.id.au

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## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION (SOUTH AUSTRALIAN BRANCH) A.B.N 23172174608

Scope

#### The Financial Report and Committee's Responsibilities

The General Purpose Financial Report comprises the statement of financial position, statement of comprehensive income, statement of changes in equity, statement of cash flows and accompanying notes to the financial statements, and the committee of management's statement for AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION (SOUTH AUSTRALIAN BRANCH) for the year ended 31 December 2015.

The committee of the Branch is responsible for the preparation and true and fair presentation of the financial report. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

#### Audit Approach

I conducted an independent audit in order to express an opinion to the members of the Branch. My audit was conducted in accordance with Australian Auditing Standards, in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

I performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with the requirements imposed by Part 3 of Chapter 8 of Fairwork (Registered Organisations) Act 2009, including compliance with Australian Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with my understanding of the association's financial position, and of its performances represented by the results of its operations and cash flows.

I formed my audit opinion on the basis of these procedures, which included:

- examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report, and
- assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the committee.

While I considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, my audit was not designed to provide assurance on internal controls.

#### Independence

In conducting my audit, I followed applicable independence requirements of Australian professional ethical pronouncements and the Fair Work (Registered Organisations) Act 2009.



## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION (SOUTH AUSTRALIAN BRANCH) A.B.N 23172174608

#### Audit Opinion

In my opinion:

The general purpose financial report of AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION (SOUTH AUSTRALIAN BRANCH) presents fairly the financial position as at 31 December 2015, and the results of its operations and its cash flows for the year then ended and are in accordance with:

- (a) Australian Accounting Standards
- (b) The requirements imposed by the Fair Work (Registered Organisations) Act 2009 including Part 3 of Chapter 8 of the Act and
- (c) The Branch did not have any recovery of wages activity during the year.
- (d) The management's use of the going concern basis of accounting in the preparation of the Branch's financial report is appropriate.

#### Name of Firm: AS ACCOUNTIING SERVICES

Name of Principal:

MATTHEW ROSENBERG FIPA CTA SSA Member of Institute of Public Accountants and Holder of a Current Public Practice Certificate

Address:

Suite 13, Level 1, 198 Greenhill Road, Eastwood SA 5063

Dated this 10 day of August 2016

19.

# AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION South Australian Branch

s. 268 Fair Work (Registered Organisations) Act 2009 (RO Act)

## **CERTIFICATE OF DESIGNATED OFFICER**

Certificate for the period ended 31 December 2015

I, **Dr Stephanie Cooper**, being the Assistant Secretary/Treasurer of the Australian Salaried Medical Officers Federation, SA Branch (ASMOF(SA)) certify:

- that the documents lodged herewith are copies of the full report for the Australian Salaried Medical Officers Federation (SA Branch) for the period ended 31/12/15 referred to in s.268 of the Fair Work (Registered Organisations) Act 2009; and
- that the *full report* was provided to members of the ASMOF (SA) on 12<sup>th</sup> August 2016; and
- that the full report was presented to a meeting of the Committee of Management of the ASMOF(SA) on 16 August 2016 in accordance with s.266 of the Fair Work (Registered Organisations) Act 2009.

Signature:

.....

Dr Stephanie Cooper

Name:

Title:

Assistant Secretary/Treasurer, ASMOF (SA Branch)

Date:

17/8/16