



AUSTRALIAN INDUSTRIAL REGISTRY

Australian Industrial Registry
Level 35, Nauru House
80 Collins Street
MELBOURNE VIC 3000
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Ref: FR2002/683-[132N-TAS]

Dr. Haydn Perndt
Branch Secretary
Australian Salaried Medical Officers Federation-
Tasmania Branch
2 Gore Street
SOUTH HOBART TAS 7004

Dear Dr. Perndt

**Re: Australian Salaried Medical Officers Federation
Tasmania Branch
Financial Reporting Obligations under *Workplace Relations Act 1996***

This is a courtesy letter to remind you of the financial reporting obligations of the abovenamed body under the *Workplace Relations Act 1996* ('the Act') for the financial year ended 31 December, 2001.

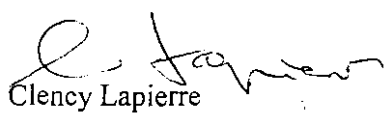
The legislative scheme set out in Part IX, Division 11 of the Act is directed at ensuring that a registered organisation or a branch of such an organisation discharges obligations of accountability to its members in relation to its financial affairs through proper and regular disclosure of financial information. The various steps of the financial reporting requirements must be carried out within the time-scales prescribed by the legislation so as to ensure the relevance of the financial information provided to the members.

In relation to financial documents for year ended 31 December 2001, the auditor should have made a report to the branch as required by subsection 276(1) of the Act before 30 June 2002. If you have not done so already you should consider implementing the following steps:

- provision of copies of the auditor's report, accounts and statements to the members,
- following provision of copies to the members, presentation of the auditor's report, accounts and statements to a meeting of the members or the committee of management
- lodgement of copies of the auditor's report, accounts and statements in the Industrial Registry accompanied by your certificate confirming that the documents so lodged are copies of those presented to the relevant meeting - the certificate should specify the type of meeting and the date when the meeting was held.

Please do not hesitate to contact me on (03) 8661 7787 if you wish to discuss the financial reporting requirements, especially if you anticipate any difficulty in meeting any step in the time-scales prescribed.

Yours sincerely


Clency Lapierre
Team Manager
E-mail: clency.lapierre@air.gov.au
9 July 2002

FR 2002/683



AMA

THE TASMANIAN BRANCH

OF

THE AUSTRALIAN MEDICAL ASSOCIATION



ABN 11 009 484 931

2 GORE STREET
SOUTH HOBART
TASMANIA
7004

TELEPHONE: (03) 6223 2047
FACSIMILE: (03) 6223 6469
EMAIL: admin@amatas.com.au



8 August 2002

The Deputy Industrial Registrar
Australian Industry Registry
GPO Box 1232M
HOBART 7001

Dear Sir

Please find enclosed the financial statements, balance sheet and Auditor's Report for the Tasmanian Branch of the Australian Salaried Medical Officers Federation for the year ended 31st December 2001.

In accordance with the provisions of the Workplace Relations Act 1996 copies of this documentation have been forwarded to each financial member of the Tasmanian Branch of ASMOF and presented to a duly convened meeting of the Branch Executive on 7 August 2002.

With kind regards

Yours sincerely

Doug Lowe

For Dr Haydn Perndt, Secretary, Tasmanian Branch ASMOF



Stockford Accounting
Services Pty Ltd
ABN 90 006 085 294
"Surrey House"
199 Macquarie Street
Hobart Tas 7000
Australia
Phone 61 3 6224 7533
Fax 61 3 6224 7544
Email hobart@stockford.net
www.stockford.net
GPO Box 392
Hobart TAS 7001

**AUSTRALIAN SALARIED MEDICAL OFFICERS
FEDERATION (TASMANIAN BRANCH)**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2001**

CONTENTS


Accounting Officer's Certificate
Committee of Management's Certificate
Profit & Loss Statement
Balance Sheet
Notes to and Forming Part of the Accounts
Audit Report

ACCOUNTING OFFICER'S CERTIFICATE

I Douglas LOWE being the officer responsible for keeping the accounting records of the Australian Salaried Medical Officers Federation Tasmanian Branch for the year ended 31st December 2001 certify that as at 31st December 2001 the number of members of the Branch was 127.

In my opinion the accounts of the Federation for the year ended 31st December, 2001

- (1) the attached accounts show a true and fair view of the financial affairs of the Branch as at 31st December 2001.
- (2) 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;
- (3) before any expenditure was incurred approval of the incurring of the expenditure was obtained in accordance with the rules of the Organisation;
- (4) with regard to funds of the Organisation raised by compulsory levies or voluntary contribution 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;
- (5) no loans or other financial benefits, other than remuneration in respect of their full-time employment with the Organisation, were made to persons holding office in the Organisation;
- (6) the register of members of the Branch was maintained in accordance with the Act.

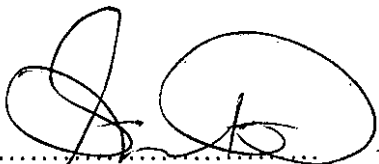
SIGNED: 

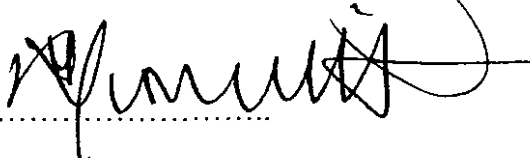
DATE: 6/2/02

COMMITTEE OF MANAGEMENT'S CERTIFICATE

We, STUART DAY, and RICHARD VON WITTE being two members of the Committee of Management of the Australian Salaried Medical Officers Federation, Tasmanian Branch, do on behalf of the Committee and in accordance with a resolution passed by the Committee, state that:

- (1) in the opinion of the Committee of Management, the attached accounts show a true and fair view of the financial affairs of the Branch as at 31st December 2001;
- (2) in the opinion of the Committee of Management, meetings of the Committee were held during the year ended 31st December 2001 in accordance with the rules of the Organisation;
- (3) to the knowledge of any member of the Committee, there have been no instances where records of the Organisation or any other documents (not being documents containing information made available to a member of the organization under subsection 274(1) of the Workplace Relations Act 1996), or copies of those records or documents, have not been furnished or made available to members in accordance with the requirements of the Workplace Relations Act 1996, as amended, or the rules of the Organisation;
- (4) the Branch has complied with sub-section 273 of the Workplace Relations Act 1996 in relation to the financial accounts in respect of the year ended 31st December 2001.

SIGNED 

SIGNED 

DATE 6/02/2002

AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION (TAS BRANCH)
PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2001

2000

\$

\$

\$

<u>INCOME</u>		
2,600	Gross Receipts	2,470
<u>EXPENSES</u>		
230	Accountancy	220
120	Bank Charges	120
1,160	Meeting Expenses	-
8	Federal & State Bank Duty	4
<u>1,518</u>	<u>TOTAL EXPENSES</u>	<u>344</u>
<u>1,082</u>	<u>PROFIT</u>	<u>2,126</u>

AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION (TAS BRANCH)
CAPITAL ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2001

2000

\$

\$

\$

MEMBERS FUNDS

5,732 Opening Balance

6,814

1,082 Net Profit For Period

2,126

6,814

8,940

AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION (TAS BRANCH)

BALANCE SHEET AS AT 31ST DECEMBER 2001

2000

\$

\$

\$

EQUITY

6,814

Members Funds

8,940

REPRESENTED BY

CURRENT ASSETS

6,814

Cash At Bank

8,940

AUSTRALIAN SALARIES MEDICAL OFFICERS FEDERATION (TAS BRANCH)

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31ST DECEMBER 2001

STATEMENT OF ACCOUNTING POLICIES

These financial statements are a special purpose financial report in order to satisfy the accounts preparation requirements of the Workplace Regulations Act 1996. The Committee has determined that the Federation is not a reporting entity as defined in Statement of Accounting Concepts 1 "Definition of a Reporting Entity" and therefore, as there is no requirement to apply accounting concepts or standards in the preparation and presentation of these statements, none have been adopted intentionally.

The statements have been prepared in accordance with the requirements of the Workplace Relations Act 1996. The statements are prepared on a cash basis, whereby items are brought to account as money is paid or received, from the records of the Federation. They are based on historic costs and do not take into account changing money values or except where specifically stated, the current values of non-current assets.

MEMBERSHIP

An agreement known as the agreement in Relation to Conjoint Membership was entered into between the Australian Medical Association Ltd, The Tasmanian Branch of the Australian Medical Association, The Tasmanian Salaried Medical Practitioners Society and The Tasmanian Branch of the Australian Salaried Medical Officers Federation. This agreement has effect from 1st January 1994.

Under the agreement, membership of ASMOF is collected by the Tasmanian AMA as part of its subscription and application fees are payable in respect of the Tasmanian Branch of the National ASMOF by the Tasmanian AMA. Accordingly no direct receipt of membership fees or payment of capitation fee occurs through the ASMOF (Tas Branch) accounts.

The Tasmanian AMA have confirmed that membership at 3rd December, 2001 totalled 123 members and capitation fees of \$1,230 have been paid to the ASMOF Federal Office on behalf of ASMOF (Tas Branch).

INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirement of the Workplace Relations Act 1996, as amended, the attention of members is drawn to the provisions of sub-section (1), (2) and (3) of Section 274, which read as follows:

- (1) A member of an Organisation, or a Registrar, may apply to the Organisation, or specified prescribed information in relation to the Organisation.
- (2) 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.
- (3) 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.

PENALTY

Section 323 of the Workplace Relations Act 1996 provides:
An organisation shall not contravene Section 272, 273 or 274.

Penalty: \$1,000.00

AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION (TAS BRANCH)

OFFICE BEARERS

FOR THE PERIOD ENDED 31ST DECEMBER 2001

The Office Bearers of the Federation for the period were:

PRESIDENT:

Dr Stuart Day
C/- Royal Hobart Hospital
HOBART TAS 7000
Tel: 03 62 228308

SECRETARY:

Dr Haydn K S Perndt
C/- Royal Hobart Hospital
HOBART TAS 7000
Tel: 03 62 228308

TREASURER:

Dr Andrew Jones
C/- Launceston General Hospital
LAUNCESTON TAS 7250
Tel: 03 63 487111

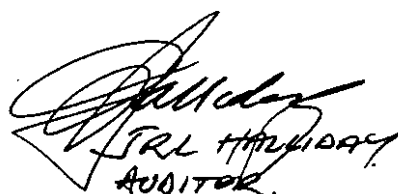
FEDERAL COUNCILLOR:

Dr Richard Von Witt
C/- Royal Hobart Hospital
HOBART TAS 7000
Tel: 0418 122046

EXECUTIVE MEMBERS:

Dr Gavin Mackie
C/- Royal Hobart Hospital
HOBART TAS 7000
Tel: 03 62 228308

Dr Maarten C Kamp
C/- Launceston General Hospital
LAUNCESTON TAS 7250
Tel: 03 63 487111


IRL HALLIDAY
AUDITOR.

INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION
(TASMANIAN BRANCH)

SCOPE

We have audited the accounts, being Income and Expenditure Statement, Balance Sheet and notes to and forming part of the accounts of the Australian Salaried Medical Officers Federation Tasmanian Branch for the year ended 31st December 2001. The Federation's Officeholders are responsible for the preparation and presentation of the accounts and the information they contain. We have conducted an independent audit of these accounts in order to express an opinion on them to the members of the Federation.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the accounts are free of material misstatement. Our procedures included the examination, on a test basis, of evidence supporting the amounts and other disclosures in the in the accounts and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects the accounts are presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus View) and the Workplace Relations Act 1996 so as to present a view of the Federation which is consistent with our understanding of their financial position, the results of their operations and cash flows.

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

AUDIT OPINION


In our opinion,

- (a) the accompanying accounts present fairly the financial position of the Australian Salaried Medical Officers Federation Tasmanian Branch as at 31st December 2001 and the result of its operations and its cashflows for the year then ended in accordance with applicable Accounting Standards and other mandatory professional reporting requirements and the Workplace Relations Act 1996;
- (b) there were kept by the Organisation satisfactory records detailing the resources and nature of the income (including income from members) and nature and purposes of the expenditure of the Branch for the year ended 31st December 2001;

(c) the accounts have been prepared under Section 273 of the Workplace Relations Act 1996, and are properly drawn up so as to give a true and fair view of:

- (i) the financial affairs of the Branch as at 31st December 2001;
- (ii) the income, expenditure and surplus of the Branch for the year then ended;

(d) we have received all the information and explanations we required for the purposes of the audit.



J. R. L. HALLIDAY, B. Com., CA
STOCKFØRD

DATE: 1st May 2002

199 MACQUARIE STREET
HOBART TAS 7000



AUSTRALIAN INDUSTRIAL REGISTRY

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Dr. Haydn Perndt
Secretary
Australian Salaried Medical Officers Federation
Tasmanian Branch
2 Gore Street
South Hobart 7004

Dear Dr. Perndt,

Re: Financial statements for year ended 31 December 2001
FR2002/683

I have received the financial statements of the Tasmanian Branch of the Australian Salaried Medical Officers Federation for year ended 31 December 2001 lodged under cover of your letter dated 8 August 2002. The documents were lodged in the Industrial Registry on the same date.

The documents have been filed.

Yours sincerely,

Clency Lapierre
Statutory Services Branch