



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. Geoff O'Kearney
Chief Executive Officer
Australian Salaried Medical Officers Federation
Victorian Branch
293 Royal Parade
Parkville VIC 3052

Dear Mr. O'Kearney,

Re: Financial documents for year ended 31 December 2003
FR2003_766

I have received the financial documents of the Victorian Branch of the Australian Salaried Medical Officers Federation for the year ended 31 December 2003 lodged under cover of your communication dated 28 July 2004.

The documents have been filed.

Yours sincerely,

A handwritten signature in cursive script that reads 'M Beare'.

Marylyn Beare
Statutory Services Branch

29 July, 2004

293 Royal Parade
Parkville
Victoria 3052
ABN 44 240 621 986

Telephone
9280 8722
Facsimile
9280 8786

President
Dr Roderick McRae
Chief Executive Officer
Mr Geoff O'Kearney

FR2003/766

ASMOF

Australian Salaried Medical Officers' Federation
[Victorian Branch]

28 July 2004

The Registrar
Australian Industrial Relations
Commission
Nauru House
80 Collins Street
MELBOURNE VIC 3000



Dear Sir

Please find attached the audited final accounts for ASMOF Victorian Branch for 2003.

If you have any queries please feel free to contact me on (03) 9280 8744.

Yours faithfully

A large, stylized handwritten signature in black ink, appearing to read "Geoff O'Kearney".

Geoff O'Kearney
Chief Executive Officer

Encl

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Secretary Certificate (or Prescribed Officer)

I, Dr Pearly Khaw, Secretary of the Australian Salaried Medical Officers Federation (Victorian Branch) hereby certify that the documents forwarded to the Industrial Registry on – **28 July 2004** are copies of the Auditors reports, accounts and statements for the calendar year 2003. The documents were provided to the Committee of Management on **24 February 2004** (first meeting) to members on **15 June 2004** and subsequently presented at the Committee of Management meeting (second meeting) held on **28 July 2004** in accordance with sub section 279(6) of the Workplace Relations Act 1996.



Dr Pearly Khaw
Secretary

Date: **28 July 2004**

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Income & Expenditure Statement For the year ended 31 December 2003

	2002	2003
INCOME		
Membership Fees (Capitation)	6,510.00	6,230.00
Bank Interest	60.54	96.07
TOTAL INCOME	\$ 6,570.54	\$ 6,326.07
LESS EXPENDITURE		
Audit Fees	250.00	250.00
Honorariums	3,000.00	1,500.00
Attendance ASMOF/ICM Conferences	1,938.95	464.07
Attendance ASMSNZ/AMA Fed. Conference	963.60	-
Bank Fees	7.40	8.80
Meeting costs & dinner – Branch Council	996.25	1,190.11
Presentations		200.00
Taxi/Parking	63.57	
Postage		123.55
TOTAL EXPENDITURE	\$7,219.77	\$3,736.53
NET SURPLUS – (Deficiency)	(649.23)	2,589.54
ADD Retained Surplus from 1 January	21,545.01	20,895.78
RETAINED SURPLUS, 31 December	\$20,895.78	\$23,485.32

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Balance Sheet as at 31 December 2003

	2002	2003
MEMBERS FUNDS		
Retained Surplus	\$20,895.78	\$23,485.00
TOTAL MEMBERS' FUNDS	\$20,895.78	\$23,485.00
REPRESENTED BY:		
CURRENT ASSETS		
Cash at Bank	\$20,681.93	\$23,275.00
GST Credit	\$213.85	\$210.00
TOTAL ASSETS	\$20,895.78	\$23,485.00
CURRENT LIABILITIES		
GST Debit	\$0	\$0
TOTAL LIABILITIES	\$0	\$0
NET ASSETS (LIABILITIES)	\$20,895.78	\$23,485.00

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Notes to and Forming Part of the Financial Accounts for The Year Ended 31 December 2003

(i) Statement of Significant Accounting Policies

This financial report is a special purpose financial report prepared for use by the Branch Council. The Branch Council has determined that the organisation is not a reporting entity. No Australian Accounting Standards or mandatory professional reporting requirements or other authoritative pronouncements of the Australian Accounting Standards Board have been used in the preparation of this financial report.

The financial report is prepared on a cash basis and is based on historic costs and does not take into account changing money values, or except where specifically stated, current valuations of non-current assets.

The organisation, as a registered Trade Union, is exempt from income tax and no provision for income tax is necessary.

(ii) Information To Be Provided To Members Or Registrar

In accordance with the requirements 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 for specified prescribed information in relation to the organisation.
- (2) An organisation shall, on application made under Sub-Section (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 Sub-Section (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.

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Accounting Officer's Certificate

I, John Moloney being the Officer responsible for keeping the accounting records of the Australian Salaried Medical Officers Federation (Victorian Branch) certify that as at 31 December 2003 the number of members of the organisation was 1246.

In my opinion.

- (i) the attached documents show a true and fair view of the financial affairs of the organisation as at 31st December 2003;
- (ii) a record has been kept of all monies paid by, or collected from, members and all monies 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) 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 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 and no such funds were levied or raised;
- (v) no loans or other financial benefits, other than remuneration in respect of their work on behalf of the organisation, were made to persons holding office in the organisation.
- (vi) the register of members of the organisation was maintained in accordance with the Act.

J.T. Moloney (signed)
John Moloney
Honorary Assistant Secretary & Treasurer

Date: 4 / 5 / 04.

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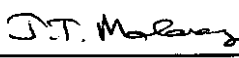
President
Dr Roderick McRae
Chief Executive Officer
Mr Geoff O'Kearney

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Australian Salaried Medical Officers' Federation
[Victorian Branch]

Committee of Management Certificate

We, John Moloney and Roderick McRae being two members of the Committee of Management of the Australian Salaried Medical Officers Federation (Victorian Branch) 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 2003;
- (ii) in the opinion of the Committee of Management, meetings of the Committee were held during the year ended 31 December 2003 in accordance with the rules of the organisation;
- (iii) to the knowledge of any member of the Committee there have been no instances where records of the organisation or other documents (not being documents containing information made available to members of the organisation under subsection 274(2) of the Workplace Relations Act 1996 as amended) copies of those 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, as amended, the Regulation thereto, or the rules of the organisation; and
- (iv) the organisation has complied with subsections 279(1) and (6) of the Act in relation to the financial accounts in respect of the preceding year ended 31 December 2002.



John Moloney (signed)

Date: 30 / 4 / 04



Roderick McRae (signed)

Date: 30 / 4 / 04

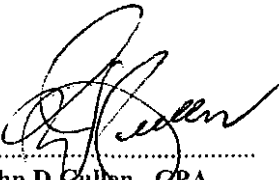
AUSTRALIAN SALARIED MEDICAL OFFICERS FEDERATION VICTORIAN BRANCH

INDEPENDENT AUDITOR'S REPORT FOR THE YEAR ENDED 31ST DECEMBER 2003

I have inspected and audited the accounting records kept by the Australian Salaried Medical Officers Federation, Victorian Branch, in respect of the year ended 31st December 2003, and have received all the information and explanations we required for the purposes of my audit.

In my opinion:

- (i) there were kept by the organisation in respect of the year ended 31st December 2003, satisfactory accounting records including:
 - (1) record of the sources and nature of the income of the organisation (including income from members); and
 - (2) record of the nature and purpose of expenditure, and
- (ii) the attached accounts and statements, prepared in accordance with section 273 of the Workplace Relations Act 1996, and are properly drawn up so as to give a true and fair view of:
 - (1) the financial affairs of the organisation as at 31st December 2003, and,
 - (2) the income and expenditure, and surplus/deficit of the organisation for the year ended on that date.
- (iii) We have received all the information and explanations that, under subsection (2), officers or employees of the organisation were required to provide for the purposes of our audit.
- (iv) The financial report is drawn up in accordance with applicable Accounting Standards.


.....
John D Cullen CPA
(J D Cullen & Associates)
Registered Company Auditor

Date 5th May 2004