



FairWork
Commission

27 November 2013

Professor Geoff Dobb
President
Australian Salaried Medical Officers' Federation - Western Australian Branch
14 Stirling Highway
NEDLANDS WA 6009

Dear Professor Dobb,

Australian Salaried Medical Officers' Federation Western Australian Branch Financial Report for the year ended 31 December 2012 - [FR2012/603]

I acknowledge receipt of the financial report of the Australian Salaried Medical Officers' Federation Western Australian Branch (the reporting unit). The documents were lodged with Fair Work Commission on 10 July 2013.

The financial report has now been filed. This financial report was filed based on a preliminary review. You are not required to take any further action in respect of the report lodged.

Please note that the reporting unit financial report for the year ending 31 December 2013 may be subject to a full compliance audit.

I note that the Committee of Management Statement refers to the *RAO Schedule* and *RAO Regulations*. Such references should now be to the *Fair Work (Registered Organisations) Act 2009* and *Fair Work (Registered Organisations) Regulations 2009*.

I further note a reference to the "Industrial Registrar" and also to a "Registrar". These references should now be "General Manager".

Changes to the legislation and reporting guidelines

I note with the change of legislation, references to Fair Work Australia will need to be updated to the Fair Work Commission.

Additionally, a third edition to the General Manager's s.253 reporting guidelines was gazetted on 26 June 2013. These guidelines will apply to all financial reports that end on or after 30 June 2013. Fair Work Commission has also developed a model set of financial statement for the 2012-2013 financial year. There is no requirement to use this model but it may be a useful resource to ensure compliance with the *Fair Work (Registered Organisations) Act 2009*, the s.253 reporting guidelines and the Australian Accounting Standards.

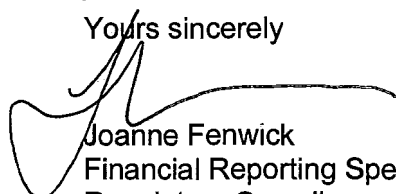
The guidelines and model financial statements are available on the website here:

<http://www.fwc.gov.au/index.cfm?pagename=regorgsfrguidelines#finance>

As stated previously, this financial report was filed based on a preliminary review. The financial report for the year ending 31 December 2013 may be subject to a full compliance audit.

If you have any queries regarding this letter, please contact me on (03) 8661 7886 or via email at joanne.fenwick@fwc.gov.au.

Yours sincerely



Joanne Fenwick
Financial Reporting Specialist
Regulatory Compliance Branch

AUSTRALIAN SALARIED MEDICAL OFFICERS' FEDERATION
WESTERN AUSTRALIAN BRANCH

7th July 2013

Mr Larry Powell
Fair Work Australia
Level 4
11 Exhibition Street
Melbourne Vic 3000

Via email: larry.powell@fwa.gov.au

Dear Mr Powell,

**FINANCIAL REPORTS OF THE AUSTRALIAN SALARIED MEDICAL OFFICERS
FEDERATION (WESTERN AUSTRALIAN BRANCH) FOR THE YEAR ENDED 31
DECEMBER 2012.**

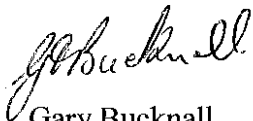
Please find enclosed the Financial Report for the Western Australian Branch of the Australian Salaried Medical Officers Federation for the year ended 31 December 2012, inclusive of the following:

- Financial Report (which includes signed Committee of Management Statement)
- Signed Independent Auditors Report
- Signed Operating Report

I also enclose a signed Certificate of Lodgement pursuant to section 268.

The full report was provided to members on the 28th May 2013 and the full report was presented to a General Meeting of Members on the 24th June 2013.

Yours Sincerely



Gary Bucknall
Industrial Officer

FAIR WORK ACT 2009

Australian Salaried Medical Officers' Federation Western Australian Branch

Certificate pursuant to Section 268 of the Fair Work Act 2009

I, Professor Geoff Dobb, President of the Australian Salaried Medical Officers' Federation (Western Australian Branch) hereby certify that the attached documents are full copies of the Auditor's report, accounts and statements for the financial year 2011 provided to the membership by publication on the Federations Webpage on 27th May 2013 and presented to the Annual General Meeting on the 24th June 2013 in accordance with the Fair Work Act 2009.



Professor Geoff Dobb

25 June 2013

Australian Salaried Medical Officers Federation

General Purpose Financial Report for the year ended 31 December 2012

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Committee of Management Statement

On 27 May 2013, the Committee of Management of the Australian Salaried Medical Officers Federation - Western Australia Branch (the reporting unit) passed the following resolution in relation to the General Purpose Financial Report of the reporting unit for the year ended 31 December 2012.


That the Committee of Management declares that in relation to the General Purpose Financial Report 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 Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of this reporting unit for the financial year to which they related;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they fall due and payable;
- (e) During the financial year to which the general purpose financial report related 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;
 - ii. the financial affairs of the reporting unit have been managed in accordance with the rule of the Australian Salaried Medical Officers Federation, including the rules concerning branches of that Federation;
 - iii. the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and RAO Regulations;
 - iv. the financial records of the reporting unit have been kept as far as practical, in a consistent manner to each of the reporting units of the Australian Salaried Medical Offices Federation;
 - v. the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or registrar;
 - vi. no orders for the inspection of records have been made by the Commission under section 273 of the RAO Schedule.
- (f) In relation to the recovery of wages activity:
 - (i) there has been no such activity undertaken by the reporting unit.

From the Committee of Management



Professor G Dobb
President



Dr I Jenkins
Treasurer

Dated this 27th day of MAY 2013

Statement of Comprehensive Income

For the year ended 31 December 2012

	Notes	2012 \$	2011 \$
Revenue	2	-	4,000
Administrative expenses	3	<u>(2,365)</u>	<u>(1,421)</u>
(Loss)/profit before income tax		(2,365)	2,579
Income tax expense		-	-
(Loss)/profit for the year, net of tax		(2,365)	2,579
Other comprehensive income		-	-
Total comprehensive (loss)/income		<u>(2,365)</u>	<u>2,579</u>

The accompanying notes form part of these financial statements.

Statement of Financial Position

As at 30 June 2012

	Note	2012 \$	2011 \$
Current assets			
Cash and cash equivalents	4	2,338	703
Trade and other receivables	5	-	4,000
Total current assets		<u>2,338</u>	<u>4,703</u>
Total assets		<u>2,338</u>	<u>4,703</u>
Net assets		<u>2,338</u>	<u>4,703</u>
Equity			
Retained earnings		<u>2,338</u>	<u>4,703</u>
Total equity		<u>2,338</u>	<u>4,703</u>

The accompanying notes form part of these financial statements.

Statement of Changes in Equity

For year ended 30 June 2012

	Notes	Retained earnings	Total
Balance at 1 January 2011		2,124	2,124
Total comprehensive income		<u>2,579</u>	<u>2,579</u>
Balance at 31 December 2011		<u>4,703</u>	<u>4,703</u>
Balance at 1 January 2012		4,703	4,703
Total comprehensive loss		<u>(2,365)</u>	<u>(2,365)</u>
Balance at 30 June 2012		<u>2,338</u>	<u>2,338</u>

The accompanying notes form part of these financial statements.

Statement of Cash flows

For the year ended 30 June 2012

Notes	2012 \$	2011 \$
Cash flows from operating activities		
Membership subscriptions	4,000	-
Payments to suppliers and employees	(2,365)	(1,421)
Net cash provided by / (used in) operating activities	<u>1,635</u>	<u>(1,421)</u>
Net increase/(decrease) in cash and cash equivalents	1,635	(1,421)
Cash and cash equivalents at beginning of financial year	703	2,124
Cash and cash equivalents at end of financial year	<u>2,338</u>	<u>703</u>

The accompanying notes form part of these financial statements.

Notes to financial statements

For the year ended 31 December 2012

1 Statement of significant accounting policies

The financial report covers the Australian Salaried Medical Officers Federation (ASMOF) as an individual entity. The financial report is presented in Australian dollars which is ASMOF's functional and presentation currency and rounded to the nearest dollar.

The financial report was authorised for issue, in accordance with a resolution of Committee of Management on 27 May 2013. The Committee of Management have the power to amend and reissue the financial report.

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards (including Australian Accounting Interpretations), other authoritative pronouncements of the Australian Accounting Standards Board as well as the requirements of the Fair Work (Registered Organisations) Act 2009. Compliance with Australian Accounting Standards ensures that the financial statements and notes also comply with International Financial Reporting Standards.

Basis of preparation

The financial statements have been prepared on an accruals basis and is based on historical costs and does not take into account the changing money values, or except where stated, the current value of non-monetary assets.

Adoption of new and revised accounting standards

In the current period, ASMOF has adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board that are relevant to its operations and effective for the current annual reporting period.

Standards and Interpretations not yet effective which have not been early adopted

There are a number of standards and interpretations which have been issued but are not yet effective. The impact of these pronouncements on ASMOF's reported financial position and performance has not yet been determined.

Management anticipates that all pronouncements will be adopted in the ASMOF's financial statements for the first period beginning after the effective date of the pronouncement.

Significant accounting policies

a. Income tax

ASMOF is exempt from income tax under Division 50, section 50.1 & 50.5 of the Income Tax Assessment Act 1997.

b. Cash and cash equivalents

Cash comprises cash on hand and demand deposits. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are shown within short-term borrowings in current liabilities on the balance sheet.

c. Revenue and other income

Revenue is received from the parent entity as an allocation of membership fees. Membership fees are recognised on a straight line basis over the financial year.

All revenue is stated net of the amount of goods and services tax (GST).

d. Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the balance sheet are shown inclusive of GST.

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

e. Comparative figures

Comparative figures have been adjusted to conform to changes in presentation for the current financial year where required by accounting standards or as a result of changes in accounting policy.

2 Revenue

	Note	2012 \$	2011 \$
Revenue			
Subscriptions		-	4,000

3 Administrative Expenses

Audit services		2,332	1,375
Bank charges		33	46
		<u>2,365</u>	<u>1,421</u>

4 Cash and cash equivalents

Cash at bank		<u>2,338</u>	<u>703</u>
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Reconciliation of cash

Cash at the end of the financial year as shown in the cash flow statement is reconciled as follows:

	<u>2,338</u>	<u>703</u>
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5 Trade and other receivables

	Note	2012 \$	2011 \$
Current			
Receivables		-	4,000

6 Financial risk management

The entity's financial instruments consist solely of cash at bank and receivables. The totals for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to the financial statements, are as follows:

Financial assets

Cash and cash equivalents		2,338	703
Trade receivables		-	4,000
		<u>2,338</u>	<u>4,703</u>

Financial risk management policies

The entity's treasurer is responsible for, among other issues, monitoring and managing financial risk exposures of the entity. The treasurer monitors the entity's transactions and reviews the effectiveness of controls relating to credit risk, financial risk and interest rate risk. Due to the limited activity of the entity and of the financial instruments held, the treasurer is solely responsible for monitoring and managing financial risk exposure.

The treasurers overall risk management strategy seeks to ensure that the entity meets its financial targets, while minimising potential adverse effects of cash flow shortfalls.

Specific risk exposures and management

The main risks the entity is exposed to through its financial instruments are interest rate risk, liquidity risk, credit risk and equity price risk.

(a) Credit Risk

No credit risk in the entity exists as total financial assets held are limited to cash at bank.

(b) Liquidity Risk

No liquidity risk exists as the entity has no financial liabilities.

6 Financial risk management (cont.)

	Within 1 year		1 to 5 years		Over 5 years		Total	
	2012	2011	2012	2011	2012	2011	2012	2011
Financial assets	\$	\$	\$	\$	\$	\$	\$	\$
Cash and cash equivalents	2,338	703	-	-	-	-	2,338	703
Trade receivables	-	4,000	-	-	-	-	-	4,000
Total anticipated inflows	2,338	4,703	-	-	-	-	2,338	4,703
Net inflow on financial instruments	2,338	4,703	-	-	-	-	2,338	4,703

Financial assets pledged as collateral

No financial assets have been pledged as security for any financial liability.

(c) Market risk

(i) Interest rate risk

Exposure to interest rate risk arises on financial assets and financial liabilities recognised at the end of the reporting period whereby a future change in interest rates will affect future cash flows. At 31 December 2012, no financial assets or liabilities are exposed to interest rate risk.

(ii) Price risk

Price risk relates to the risk that the fair value or future cash flows of a financial instrument will fluctuate because changes in market prices of securities held.

Sensitivity analysis

No sensitivity analysis has been performed on interest rates and foreign exchange risk, as the entity is not exposed to interest rates and foreign currency fluctuations.

Net fair values

Fair value estimation

The fair values of financial assets and financial liabilities are presented in the following table and can be compared to their carrying values as presented in the Statement of Financial Position. Fair values are those amounts at which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Fair values derived may be based on information that is estimated or subject to judgement and the assumptions have been detailed below. Where possible, valuation information used to calculate fair value is extracted from the market, with more reliable information available from markets that are actively traded. In this regard, fair values for listed securities are obtained from quoted markets bid prices.

	2012		2011	
	Net carrying value	Net fair value	Net carrying value	Net fair value
Financial assets	\$	\$	\$	\$
Cash and cash equivalents	2,338	2,338	703	703
Trade receivables	-	-	4,000	4,000
Total financial assets	2,338	2,338	4,703	4,703
Financial liabilities	-	-	-	-
Total financial liabilities	-	-	-	-

6 Financial risk management (cont.)

The fair values disclosed in the above table have been determined based on the following methodologies:

(i) Cash and cash equivalents, trade and other receivables and trade and other payables are short term instruments in nature whose carrying value is equivalent to fair value. Trade and other payables exclude amounts relating to annual leave, which is not considered a financial instrument.

Financial instruments measured at fair value

No financial instruments recognised at fair value exist in the entity. No analysis has been performed.

7 Commitments

The entity does not have any capital or leasing commitments (2011: nil).

8 Contingent liabilities

No contingent liabilities or contingent assets have been identified (2011: nil).

9 Cash flow information

	2012 \$	2011 \$
Reconciliation of cash flows from operations with profit after income tax		
Profit after income tax	(2,365)	2,579
Change in assets and liabilities		
- (Increase)/decrease in inventories	4,000	(4,000)
	<u>1,635</u>	<u>(1,421)</u>

10 Capital Management

Management controls the capital of the Company to ensure that adequate cash flows are generated to fund its ongoing operations and that returns from investments are maximised. The Board of Directors ensure that the overall risk management is in line with this objective.

Risk management policies are approved and reviewed by the Board on a regular basis. These include credit risk policies and future cash flow requirements.

The Company's debt and capital includes ordinary share capital and financial liabilities, supported by financial assets. There are no externally imposed capital requirements.

Management effectively manages the Company's capital by assessing the Company's financial risks and adjusting its capital structure in response to changes in these risks and in the market. The responses include the management of debt levels and distributions to shareholders.

There have been no changes in the strategy adopted by management to control the capital of the Company since the prior period.

11 Notice required under The Fair Work (Registered Organisations) Act 2009

In accordance with the requirements of The Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the following provisions of the Act:

S272.

(1) A member of the 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 to 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).

12 Segment Reporting

The entity operates predominantly in one business and geographical segment, being the trade union sector, providing industrial representation to members of the entity throughout Western Australia.

13 Related Party Information

Persons holding positions as executive (Committee of Management) members during the year were:

Professor Geoff Dobb	President
Dr Melita Cirillo	Vice-President
Professor Gary Geelhoed	Branch Secretary
Dr Ian Jenkins	Assistant Branch Secretary/Treasurer

No remuneration was received by Officers or Executive members during the year.

14 Events after the balance sheet date

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations, or the state of affairs of the company in future financial years.

15 Company details

The registered office of the company is:

Australian Salaried Medical Officers Federation of Western Australia
14 Stirling Highway
NEDLANDS, WA 6009

The principal place of business is:

Australian Salaried Medical Officers Federation of Western Australia
14 Stirling Highway
NEDLANDS, WA 6009

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**Independent Auditor's Report
To the Members of Australian Salaried Medical Officers' Federation
Western Australian Branch**

We have audited the accompanying financial report, being a general purpose financial report, of the Australian Salaried Medical Officers' Federation Western Australian Branch (the "Branch"), which comprises the statement of financial position as at 31 December 2012, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information to the financial report and the statement by the Committee of Management and Operating Report of Australian Salaried Medical Officers Federation Western Australian Branch.

Responsibility of the Committee of Management for the financial report

The Committee of Management of the Branch is responsible for the preparation and fair presentation of the financial report (including the Australian Accounting Interpretations) and the Fair Work (Registered Organisations) Act and have determined that the accounting policies used and described in Note 1 to the financial report, which form part of the financial report, are appropriate to meet the requirements of the Committee, the needs of the Members and other statutory requirements. This responsibility includes such internal controls as the Committee of Management determine are necessary to enable the preparation of the financial report to be free from material misstatement, whether due to fraud or error. In Note 1, the Committee of Management also states, in accordance with accounting Standard AASB 101 Presentation of Financial Statements, that compliance with the Australian equivalents to International Financial Reporting Standards ensures that the financial report, comprising the financial statements and notes, complies with International Financial Reporting Standards.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards which require us to comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error.

In making those risk assessments, the auditor considers internal control relevant to the Branch's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Branch's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee of Management, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the applicable independence requirements of the Accounting Professional and Ethical Standards Board.

Auditor's Opinion

In our opinion;

- i satisfactory accounting records were kept by the Branch in respect of the year ended 31 December 2012, including:
 - a records of the sources and nature of the income of the Branch (including income from members); and
 - b records of the nature and purposes of expenditure of the Branch.
- ii the general purpose financial report presents fairly, in all material respects, in accordance with the requirements imposed by the RO Act and applicable Australian Accounting Standards including the Australian Accounting Interpretations, the financial position of the Branch as at 31 December 2012, and of its performance and its cash flows for the year then ended.
- iii The general purpose financial report presents fairly, in all material respects, the Branch's financial position as at 31 December 2012 and of its performance and cash flows for the year then ended in accordance with the accounting policies described in Note 1.

GRANT THORNTON AUDIT PTY LTD
Chartered Accountants



M J Hillgrove FCA
Registered Company Auditor
Partner - Audit & Assurance

Perth, 27 May 2013

Australian Salaried Medical Officers Federation
Western Australian Branch

Operating Report for the year Ended 31st December 2012

Principle Activities

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

- To promote and protect the broad interests of Salaried Medical Officers
- To provide services to members;
- To advocate the provision and development of Quality Health Services
- To provide industrial services to the members with particular emphasis on protecting and improving the interests of members

Results of Principle Activities

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

Significant Changes in the Nature of the Principle Activities

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

Significant changes to the Branch's Financial Affairs

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

Number of Members

The number of persons who, at the end of the financial year, were recorded on the register of members was 848

Number of Employees

There were no persons who were employed by the Branch during the financial year

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:	Prof Geoff Dobb
Branch Vice President:	Dr Melita Cirillo
Branch Secretary:	Prof Gary Geelhoed
Branch Assistant Secretary/Treasurer:	Dr Ian Jenkins

Manner of resignation – s254 (2)(c)

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

Australian Salaried Medical Officers Federation Western Australian Branch

- (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 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 other case:
 - (a) at the end of two 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.
- (4) A notice delivered to the person mentioned in sub-rule (1) shall be taken to have been 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.

Australian Salaried Medical Officers Federation
Western Australian Branch

Superannuation Entity s254 (2)(d)

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



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Prof. G Dobb
President