



FAIR WORK  
AUSTRALIA

16 March 2011

Bryan de Caires  
Chief Executive Officer / Secretary  
Australian Security Industry Association Ltd  
PO BOX 1338  
Crows Nest NSW 1585

Dear Mr Caires

**Annual Return of Information Contained In Records Kept By Organisation – AR2011/2705**

Fair Work Australia has received your declaration dated 15 March 2011 providing information in accordance with subsection 233 of the *Fair Work (Registered Organisations) Act 2009*. The documents were lodged on 15 March 2011.

The documents lodged cover the following information:

- Number of members as at 31 December 2010.
- Declaration that the register of members was maintained as required by s230.
- List of offices of the organisation and of the persons holding those offices.
- The address of the offices of the organisation.
- A statement regarding elections which are not due to be held during 2011.

These documents meet the requirements of the *Fair Work (Registered Organisations) Act 2009* and have now been filed.

Yours sincerely

Michael Moutevelis  
for Fair Work Australia



Australian Security Industry  
Association Limited

*The peak body for  
security professionals*

## Annual Return 2011

I, Bryan de Caires, being the Chief Executive Officer / Secretary of the Australian Security Industry Association Limited, declare that:

1. The copy of records lodged is a correct statement of information of our records in accordance with s233 (1) (b).
2. A register of members has been kept and maintained during the preceding calendar year (2010) as required by ss230 (1) (a) and (2).
3. A list of office holders of the Association as at 31 December 2010 is attached herewith in Schedule A as required by s230 (1) (c).
4. The Association is located at Security Industry House, 41 Hume Street, Crows Nest NSW 2065. Other contact information for the Association is:

Postal: PO Box 1338, Crows Nest, NSW 1585  
Telephone: (02) 8425 4300  
Facsimile: (02) 8425 4343  
Email: [ceo@asial.com.au](mailto:ceo@asial.com.au)  
Contact: Bryan de Caires, Chief Executive Officer

The Association does not have any branches.

5. Elections were held during 2010 in accordance with s230 (1) (d) and regulation 147 (e). The reason for the election was that the Directors terms expired.

No elections are scheduled for the year ending 31 December 2011.

6. The number of members of the Association at 31 December 2010 was 3,019 (2,668 Corporate, 223 Associate, 120 individual, 3 Affiliate and 5 Life Members).
7. No branches were created or ceased operation during 2010.

---

Bryan de Caires  
Chief Executive Officer / Secretary

15 March 2011



Australian Security Industry  
Association Limited

*The peak body for  
security professionals*

**Schedule A:  
List of Office holders as at 31 December 2010**

- President:** Ged Byrnes  
Director  
Protection Pacific Security  
C/O 41 Hume Street  
Crows Nest  
NSW 2065
- Vice President:** Kevin McDonald  
National Operations Manager, NSW  
Signature Security Group  
C/O 41 Hume Street  
Crows Nest  
NSW 2065
- Director:** Rod Anderson  
National General Manager Operations  
ISS Security Pty Ltd  
C/O 41 Hume Street  
Crows Nest  
NSW 2065
- Director:** Bob Bruce  
General Manager, Security  
Armaguard  
C/O 41 Hume Street  
Crows Nest  
NSW 2065
- Director:** Antony Elliott  
Managing Director,  
E & C Security Systems Pty Ltd  
C/O 41 Hume Street  
Crows Nest  
NSW 2065



**Australian Security Industry  
Association Limited**

*The peak body for  
security professionals*

**Director:** Mike McKinnon  
Managing Director  
MSS Security  
C/O 41 Hume Street  
Crows Nest  
NSW 2065

**Director:** Tom Roche  
Managing Director  
SNP Security  
C/O 41 Hume Street  
Crows Nest  
NSW 2065

**Director:** Leo Silver  
Director  
Security Communication Solutions International Pty Ltd  
C/O 41 Hume Street  
Crows Nest  
NSW 2065



FAIR WORK  
AUSTRALIA

19 January 2011

Mr Chris Delaney  
Australian Security Industry Association Ltd  
ir@asial.com.au

Dear Mr Delaney

**Australian Security Industry Association Ltd  
Annual Return of Information for 2011 [AR2011/2705]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2011 in respect of the above by **31 March 2011**.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* [the "RO Act"] must be lodged with Fair Work Australia [FWA] by that date. The matters to be included in the declaration are set out in the attached Checklist.

The declaration must be signed by the secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (the "other prescribed officer"). A declaration signed by a non-elected person does not meet this requirement.

The secretary or other prescribed officer must also notify FWA within 35 days of any changes to such records.

Failure to comply with these obligations is subject to a civil penalty provision – see s305 of the RO Act.

Once an Annual Return or change of records has been lodged, a copy will be posted on the FWA website at [www.fwa.gov.au](http://www.fwa.gov.au) - under Registered organisations - List of registered organisations. To protect the privacy of the relevant office holders listed in declarations, you may wish to list their postal, rather than home addresses.

FWA encourages you to lodge all returns electronically (e.g. as pdf files) at [RIASydney@fwa.gov.au](mailto:RIASydney@fwa.gov.au). Alternatively, you can forward the documents by fax to (02) 9380 6990 .

Please ensure that emailed documents include signatures where required e.g. by scanning the signed documents into a PDF or TIF format.

Although it is not a requirement under the RO Act, I would like to ask, where possible, if you could include a primary email point of contact for each branch office.

As technology changes, we find that we are increasingly contacting you by email, rather than fax.

The respective email preferred addresses would be useful for this purpose.

Please do not hesitate to contact me on (02) 8374 6620 or by e-mail at [RIASydney@fwa.gov.au](mailto:RIASydney@fwa.gov.au) if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Steve Teece', written in a cursive style.

Steve Teece  
Registered Organisations - NSW  
Fair Work Australia

## Obligation to lodge Annual Return of Information by 31 March

A copy of each of the following records must be lodged with Fair Work Australia [FWA] between 1 January and 31 March each year. They must be certified by a declaration stating that it is a correct statement of the information contained in that record, signed by the secretary or such other elected official who is required under the rules, or by resolution of the organisation, to keep the relevant records (the "other prescribed officer" see RO Regulation 150).

For full details see ss230-233 of the Fair Work (Registered Organisations) Act 2009 [the "RO Act"], and Regulations 149-151 of the Fair Work (Registered Organisations) Regulations 2009 [the "RO Regulations"].

Failure to comply with these obligations is subject to a civil penalty provision -- see s305 of the RO Act.

Requirement	Details of requirement
<b>Maintenance of Register of Members</b>	A declaration by the secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, been kept and maintained as required by ss230(1)(a) and (2) <i>[s233(1)(a)]</i>
<b>List of Offices</b>	A list of the offices in the organisation and each branch (note the definition of "office" and "officer" in ss6 and 9) <i>[s230(1)(b)]</i>
<b>List of Office holders</b>	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of "office" and "officer" in ss6 and 9) <i>[s230(1)(c)]</i>
<b>List of Branches</b>	A record of the name of each branch of the organisation <i>[s230(1)(d) and reg. 147(a)]</i>
<b>New Branches</b>	A record of the name of each branch that commenced operation in the previous 12 months <i>[s230(1)(d) and reg. 147(b)]</i>
<b>Old Branches</b>	A record of the name of each branch that ceased operation in the previous 12 months <i>[s230(1)(d) and reg. 147(c)]</i>
<b>Addresses of Organisation and Branches</b>	A record of the address of the office of the organisation and the address of the office of each branch <i>[s230(1)(d) and reg. 147(d)]</i>
<b>Elections in Organisation and Branches</b>	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation. <i>[s230(1)(d) and reg. 147(e)]</i> <b>Note:</b> this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s189 of the RO Act
<b>Statement concerning number of members</b>	<ul style="list-style-type: none"> <li>• A record of the number of members on 31 December in the previous year, and:</li> <li>• if the organisation has entered into an agreement relating to members of State unions under s151(1) of the RO Act - a record of the number of members of the organisation who were (on 31 December in the previous year) ineligible State members in relation to the organisation within the meaning of s150 of the RO Act.</li> </ul> <i>[s230(1)(d) and reg. 147(f) and (g)]</i>

### Obligation to notify of changes within 35 days

If there are any changes during the year to the list of offices, list of officeholders, list of branches (where relevant) and the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with FWA, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s233(2) and RO reg. 151 refer].