



4 October 2016

Mr Bryan De Caires
Chief Executive Officer / Secretary
Australian Security Industry Association Ltd
(by email)

Dear Mr De Caires,

Notification of changes made to records [AR2016/117]

I acknowledge receipt of a Notification of Change to the office holders of the Australian Security Industry Association Ltd.

This information was lodged with the Fair Work Commission (the Commission) in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). Our records have been updated accordingly.

The document can be viewed on the Commission Website through the list of Registered Organisations - <https://www.fwc.gov.au/registered-organisations/find-registered-organisations>

Section 154D(1) of the RO Act requires the rules of organisations (and branches of organisations) to require each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be in your organisation's rules.

Thank you for the notification.

Yours sincerely,

Carolyn Moloney
Regulatory Compliance Branch

11 Exhibition Street
Melbourne VIC 3000
GPO Box 1994
Melbourne VIC 3001

Telephone: (03) 8661 7777
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Internet: www.fwc.gov.au



**Australian Security Industry
Association Limited**

*The peak body for
security professionals*

30 September 2016

David Vale
Principal Adviser
Regulatory Compliance Branch, NSW
Fair Work Commission
Terrace Towers
80 William Street
EAST SYDNEY
NSW 2011

orgs@fwc.gov.au

Dear Mr. Vale,

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

I, Bryan de Caires, being the Chief Executive Officer and Secretary of the Australian Security Industry Association Limited (ASIAL), declare the following:

- I am authorised to make this declaration.
- The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.233 (2) of the *Fair Work (Registered Organisations) Act 2009*:

Results of the election for the following offices, conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation.

President

- Kevin McDonald

Vice President

- Chris Luhrmann

Board Members

- Rod Anderson
- Brian Foster
- John Hadden
- Rachael Saunders
- Michael Smith
- Robin Stenzel



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Board Members who will cease office on 24 November 2016 at the conclusion of the 2016 ASIAL AGM

- John Gellel
- Michael McKinnon
- Neil McLean

Board Members who will commence office on 24 November 2016 on conclusion of the 2016 ASIAL AGM

- John Hadden, Managing Director, Top Tech Security, C/O ASIAL, 41 Hume Street, Crows Nest, NSW2065
- Michael Smith, Managing Director, Prosegur, C/O ASIAL, 41 Hume Street, Crows Nest, NSW2065
- Robin Stenzel, Chief Financial Officer – Director, STE Advantage, C/O ASIAL, 41 Hume Street, Crows Nest, NSW2065

Yours sincerely

Bryan de Caires
Chief Executive Officer & Secretary



17 February 2016

Chief Executive Officer / Secretary
Australian Security Industry Association Ltd
[REDACTED]

Dear Chief Executive Officer / Secretary ,

Annual Return of Information for 2016 [AR2016/117]

I acknowledge receipt on 12 February 2016 of the President's Declaration providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The documents lodged cover the required information for the 2016 Annual Return of Information of Australian Security Industry Association Ltd.

The documents have been filed and can be viewed on the Fair Work Commission website through the List of Registered Organisations - <http://www.fwc.gov.au/index.cfm?pagename=regorgslist>

Notifications of Change

Any changes to these records must be notified to the Commission within 35 days of the change. A template Notification of Change Declaration is available on the [fact-sheets](#) page of our website. Australian Security Industry Association Ltd is encouraged to use this template if any changes occur.

Yours sincerely

Carolyn Moloney
Regulatory Compliance Branch



**Australian Security Industry
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Annual Return 2016

I, Kevin McDonald, being the President 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 (2015) as required by s230 (1) (a) and (2).
3. A list of office holders of the Association as at 31 December 2015 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: XXXXXXXXXX
Contact: Bryan de Caires, Chief Executive Officer/Secretary

The Association does not have any branches.

5. No elections were due or held during 2015 in accordance with s230 (1) (d) and regulation 147 (e). Elections are required to be held under the rules of the Association during 2016.
6. The number of members of the Association at 31 December 2015 was 2,621 (2,290 Corporate, 167 Associate, 156 individual, 3 Affiliate and 5 Life Members).
7. No branches were created or ceased operation during 2015.

Kevin McDonald
President

12 February 2016



**Australian Security Industry
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Schedule A: List of Office Holders

(as at 31 December 2015)

President: Kevin McDonald
General Manager – Business Improvement
MSS Security
C/O 41 Hume Street
Crows Nest
NSW 2065

Vice President: Chris Luhrmann
General Manager
SIA Security
C/O 41 Hume Street
Crows Nest
NSW 2065

Director: Rod Anderson
Standsure Security Consulting
C/O 41 Hume Street
Crows Nest
NSW 2065

Director: Brian Foster
Senior Advisor, Business Development
SNP Security
C/O 41 Hume Street
Crows Nest
NSW 2065

Director: John Gen [REDACTED]
General Manager
Honeywell Security Australia
C/O 41 Hume Street
Crows Nest
NSW 2065

Director: Mike McKinnon
Southern Cross Protection Pty Ltd
C/O 41 Hume Street
Crows Nest
NSW 2065

Director: Neil McLean
Liamsans Pty Ltd
C/O 41 Hume Street
Crows Nest
NSW 2065

Director: Rachael Saunders*
Chief Executive Officer
National Protective Services
C/O 41 Hume Street
Crows Nest
NSW 2065

* Following the resignation of Damian Waters, Rachael Saunders was appointed by the ASIAL Board to fill the casual vacancy.



10 February 2016

Mr Bryan de Caires
Chief Executive Officer / Secretary
Australian Security Industry Association Ltd

By email: [REDACTED]

Dear Mr de Caires,

**Australian Security Industry Association Ltd
Annual Return of Information for 2016 [AR2016/117]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2016 in respect of the Australian Security Industry Association Ltd by **31 March 2016**.

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* (the RO Act) must be lodged with the Fair Work Commission (the Commission) 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 (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement. Further, you are reminded that the Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records that may occur throughout the year.

As previously advised, section 233 places the onus of lodgement on the organisation and not on each individual branch. It is therefore the national body that is obliged to collate and lodge all of the required information. Annual Return templates are available on the Commission website at [Registered Organisations fact sheets](#), one for an [organisation with branches](#) and one for an [organisation without branches](#).

Once an Annual Return has been lodged, a copy will be posted on our website at [List of Registered Organisations](#). Therefore, to protect the privacy of the relevant office holders listed in the declarations, it is recommended that officers list their official mailing address rather than personal home address.

We encourage you to lodge all returns electronically (e.g. as a pdf file) at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

Please note: failure to comply with these obligations is subject to a civil penalty provision (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention), under s.305 of the RO Act. Finally, in maintaining the register of members, your attention is drawn to the circumstances where membership ceases to exist (s.230(2)(b) and s.171A of the RO Act).

Please do not hesitate to contact the Commission by phone on (03) 8661 7777 or by e-mail at orgs@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,

Anastasia Kyriakidis
Assistant Adviser
Regulatory Compliance Branch

Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the RO Regulations).

A copy of each of the following records must be lodged with the Fair Work Commission (the Commission) 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 (**other prescribed officer** see r.150 of the RO Regulations).

Failure to comply with these obligations is subject to a civil penalty provision – see s.305 of the RO Act.

Requirement	Details of requirement
Maintenance of Register of Members	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 ss.230(1)(a) and (2) [s.233(1)(a)] Note: In maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.
List of Offices	A list of the offices in the organisation and each branch (note the definition of office and officer in ss.6 and 9) [s.230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of office and officer in ss.6 and 9) [s.230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s.230(1)(d) and r.147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s.230(1)(d) and r.147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s.230(1)(d) and r.147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s.230(1)(d) and r.147(d)]
Elections in Organisation and Branches	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 . [s.230(1)(d) and r.147(e)] Note: this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
Statement concerning number of members	A record of the number of members on 31 December in the previous year; and If the organisation has entered into an agreement relating to members of State unions under s.151(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 s.150 of the RO Act. [s.230(1)(d) and rr.147(f) and (g)]

Obligation to notify of changes within 35 days

If there are any changes during the year to the offices, officeholders, branches (where relevant) or the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with the Commission, 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 s.233(2) and RO Regulations r.151 refer].