



3 June 2019

Chief Executive Officer / Secretary
 Bryan de Caires
 Australian Security Industry Association Ltd
 Sent via email: ceo@asial.com.au

Dear Bryan de Caires

Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2018/89)

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

I note that the first notification was received 29 days before the change occurred. Changes must be notified after they have occurred. The declaration states it is a correct statement of the changes made to the records, not changes that will be made in the future. Also, please note that only the change should be notified, not a list of officers elected.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
30/10/2018, Amendment received 23/04/2019	N/A	New Board Member, Board Member vacancy.	Lodged 29 days too early

Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

Mandatory disclosures

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

Mandatory training

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe. Further information about training is provided in our [officer financial training fact sheet](#).

Thank you for your correspondence.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission

23 April 2019

Registered Organisations Commission
GPO Box 2983
Melbourne
VIC 3001



Sent by email: regorgs@roc.gov.au

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, Kevin McDonald, being the President 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

- John Gellel

Board Members

- Rod Anderson
- Brian Foster
- Fred Khoury
- Rachael Saunders
- Michael Smith
- Suzette Po-Williams

Board Members who will cease office on 28 November 2018 at the conclusion of the 2018 ASIAL AGM.

- John Hadden

Board Members who will commence office on 28 November 2018 at the conclusion of the 2018 ASIAL AGM.

- Fred Khoury, Managing Director, Access Group Solutions, C/O ASIAL, 41 Hume Street, Crows Nest, NSW2065

Yours sincerely

Kevin McDonald
President



16 July 2018

Chief Executive Officer / Secretary
Australian Security Industry Association Ltd
ceo@asial.com.au

Dear Chief Executive Officer / Secretary ,

Notification of changes made to records [AR2018/89]

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 Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
25/06/2018	National	Director vacancy	Yes
5/07/2018	National	New Director appointed	Yes

Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

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Mandatory disclosures

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

Mandatory training

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission



**Australian Security Industry
Association Limited**

*The peak body for
security professionals*

**NOTIFICATION OF CHANGES TO RECORDS
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, Kevin McDonald, being the President of the Australian Security Industry Association Limited (ASIAL), declare the following:

1. I am authorised to make this declaration.
2. 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.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
 - On 4 July 2018 Suzette Po-Williams was appointed following a unanimous vote of the ASIAL Board of Directors to fill the casual vacancy created by the resignation of Robin Stenzel until scheduled elections are held in 2018.

Signed:

Kevin McDonald, President, ASIAL

Dated:

4 July 2018



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ANNEXURE A

Changes to Office Holders in the Organisation:

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
<i>National</i>	<i>4 July 2018</i>	<i>Director</i>	<i>Robin Stenzel</i>	<i>Suzette Po-Williams</i>	<i>PO Box 953, Kings Langley, NSW2147</i>	<i>Customer Service Manager, Central Monitoring Services</i>



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**NOTIFICATION OF CHANGES TO RECORDS
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, Kevin McDonald, being the President of the Australian Security Industry Association Limited (ASIAL), declare the following:

1. I am authorised to make this declaration.
2. 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.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
 - On 13 June 2018 Robin Stenzel, Director notified the Association of his resignation from the ASIAL Board, effective immediately.

Signed:

Kevin McDonald, President, ASIAL

Dated:

21 June 2018



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ANNEXURE A

Changes to Office Holders in the Organisation:

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
<i>National</i>	<i>13 June 2018</i>	<i>Director</i>	<i>Robin Stenzel</i>	<i>To be elected</i>	<i>To be elected</i>	<i>To be elected</i>



13 February 2018

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

sent via email: ceo@asial.com.au

Dear Mr de Caires,

Declaration and information lodged under subsection 233(1) [Annual Return] for 2018 [AR2018/89]

I acknowledge receipt by the Registered Organisations Commission (the ROC) on 31 January 2018 of your organisation's Annual Return which provides information under subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The documents lodged cover most the required information for the 2018 Annual Return of the Australian Security Industry Association Ltd.

The Annual Return has been filed. Annual Returns are publicly available on the website through the [List of Registered Organisations](#). However I make the following comments to assist with future lodgements:

The requirement of regulation 147(e) is to inform us of all elections that are required to be held during the upcoming year. I note that the organisation has informed us of the elections that took place in the previous year.

The requirement to lodge this information/make this declaration is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

The ROC will confirm that these concerns are not repeated in next year's Annual Return. A failure to remedy these concerns may result in the Annual Return not being filed. In order to assist organisations to fully comply with the requirements of subsection 233(1) of the RO Act a template Annual Return is available on the [fact-sheets](#) page of our website. Australian Security Industry Association Ltd is encouraged to use this template.

Notifications of Change

Any changes to these records must be notified to the ROC 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 faithfully

Sam Gallichio
Registered Organisations Commission



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

(as at 31 December 2017)

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

Vice President: John Gellel
General Manager
Kastle Systems
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
Chairman Advisory Board
Bellrock Partners Pty Ltd
C/O 41 Hume Street
Crows Nest
NSW 2065

Director: John Hadden
Managing Director
Top Tech Security
C/O 41 Hume Street
Crows Nest
NSW 2065

Director: Michael Smith
Managing Director
Prosegur Australia Holdings 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

Director: Robin Stenzel
Chief Executive Officer
STE Advantage
C/O 41 Hume Street
Crows Nest
NSW 2065

Security Industry House PO Box 1338 Crows Nest NSW 1585 **ABN** 91 000 813 365

Phone: 02 8425 4300 **Fax:** 02 8425 4343 **Email:** security@asial.com.au **Web:** www.asial.com.au

