



AUSTRALIAN INDUSTRIAL REGISTRY

Level 8, Terrace Towers
80 William Street, East Sydney, NSW 2011
Telephone: (02) 8374 6666
Fax: (02) 9380 6990

Mr Bill Shorten
Branch Secretary
The Australian Workers Union
Victorian Branch
685 Spencer Street
WEST MELBOURNE VIC 3003

Dear Mr Shorten

**Re: Lodgement of Financial Statements and Accounts for the Victorian Branch of the
Australian Workers' Union for the year ending 30 June 2003 (FR2003/309)**

Receipt is acknowledged of the abovementioned financial statements and accounts, which were lodged in the Registry on 19 January 2004.

The documents have been filed.

If I can be of any assistance to you please do not hesitate to call me on 02 8374 6618.

Yours sincerely,

Belinda Penna
for Deputy Industrial Registrar

21 January 2004



VICTORIAN BRANCH
685 SPENCER STREET
WEST MELBOURNE VIC 3003

TEL: (03) 8327 0888
FAX: (03) 8327 0899
CALL CENTRE: 1300 362 298
E-MAIL: office@awu.net.au
INTERNET: www.awu.net.au

BILL SHORTEN
Secretary

THE AUSTRALIAN WORKER'S UNION VICTORIA BRANCH

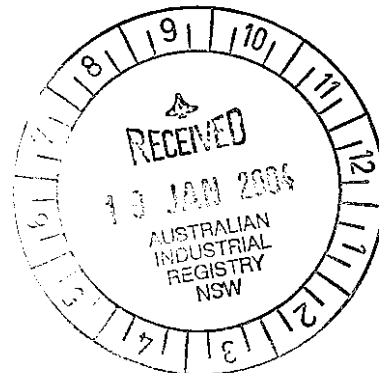
SECRETARY'S CERTIFICATE

I, Bill Shorten, being the Secretary of The Australian Worker's Union Victoria Branch, do hereby state that the attached documents are copies of reports and audited accounts and financial statement for the year ending on the 30th of June, 2003, that were:

1. made available to the membership in the week commencing 5 December 2003.
2. presented by way of a postal ballot to the Victoria Branch Executive. The ballot was conducted on 19 December 2003, and closed on Friday, 2 January 2004 at 5.00pm. Post ballot was completed with result in favour of Motion to adopt the 2002/2003 Victoria Branch Financial Accounts, Statements and Auditor's Report.

Date *13th* day of January, 2004

Bill Shorten
Bill Shorten
Secretary



REGIONAL OFFICES:
BENDIGO
12/239 Barnard Street
Bendigo VIC 3550

GEELONG
45 Fyrie Street
Geelong VIC 3220

PORTLAND
103 Percy Street
Portland VIC 3305

MILDURA
162-164 Seventh Street
Mildura VIC 3500

MORWELL
42 Buckley Street
Morwell VIC 3640

MUNRO
RMB 1091
Luxford's Road
Munro VIC 3862

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FAX: (03) 5021 3913

TEL: (03) 5134 1961
FAX: (03) 5133 9334

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Ashley Cox
TEL: 0419 355 267

putting
members
first



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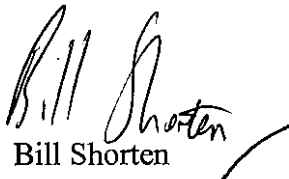
STATUTORY STATEMENTS FOR THE YEAR ENDED 30 JUNE, 2003

STATEMENT OF SALARIES AND WAGES BY AN OFFICER

I, Bill Shorten, being the Secretary of the Australian Workers' Union Victoria Branch, do hereby state that for the financial year ending 30th June 2003:

Total Salaries and Wages expenses are \$1,981,674, of which \$817,930 were for Officials and \$1,163,744 for employees.

Date 13th day of January, 2004


Bill Shorten
Secretary



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THE AUSTRALIAN WORKERS' UNION

(VICTORIAN BRANCH)

AUDITORS' REPORT,

FINANCIAL STATEMENTS AND NOTES THERETO

FOR THE YEAR ENDED 30 JUNE 2003



THE AUSTRALIAN WORKERS' UNION

(VICTORIAN BRANCH)

STATUTORY STATEMENTS

FOR THE YEAR ENDED 30 JUNE, 2003

COMMITTEE OF MANAGEMENT'S CERTIFICATE

We, being two members of the Committee of Management do state on behalf of the Committee and in accordance with a resolution passed by the Committee that:

- (1) In the opinion of the Committee of Management, the attached financial report shows a true and fair view of the financial affairs of the Branch as at 30 June 2003;
- (2) in the opinion of the Committee of Management, meetings of the Committee were held during the year ended 30 June 2003, in accordance with the rules of the Branch;
- (3) to the knowledge of any Member of the Committee, there have been no instances where records of the Branch or other documents (not being documents containing information made available to a Member of the Branch under Section 274 of the Workplace Relations Act 1996) or copies of those records or documents, or copies of the rules of the Branch, have not been furnished, or made available, to members in accordance with the requirements of the Workplace Relations Act 1996, the Regulations thereto, or the rules of the Branch; and
- (4) the Branch has complied with Section 279 of the Act in relation to the financial accounts in respect of the year ended 30 June 2002, and the Auditors' Report thereon.


.....
W SHORTEN


.....
MEAGLES

SIGNED at West Melbourne this 20th day of November, 2003.

THE AUSTRALIAN WORKERS' UNION

(VICTORIAN BRANCH)

STATUTORY STATEMENTS

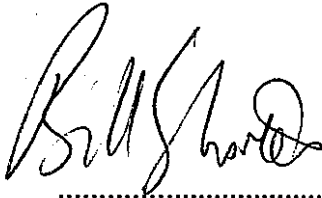
FOR THE YEAR ENDED 30 JUNE, 2003

ACCOUNTING OFFICER'S CERTIFICATE

I, Bill Shorten, being the Officer responsible for keeping the accounting records of the Branch, certify that as at 30 June 2003, the number of members of the Branch was 19,625. (2002 20,380).

In my opinion:

- (1) The attached financial report is properly drawn up to show a true and fair view of the financial affairs of the Branch as at 30 June 2003;
- (2) a record has been kept of all moneys paid by, or collected from members and all moneys so 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 Branch;
- (3) before any expenditure was incurred by the Branch, approval of the incurring of the expenditure was obtained in accordance with the rules of the Branch;
- (4) with regard to funds of the Branch 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;
- (5) no loans or other financial benefits, other than remuneration in respect of their full-time employment with the Branch, were made to persons holding office in the Branch;
- (6) the register of members of the Branch was maintained in accordance with the Act.


.....
W SHORTEN

SIGNED at West Melbourne this 20th day of November, 2003.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF

AUSTRALIAN WORKERS UNION

(VICTORIAN BRANCH)

Scope

We have audited the Financial Statements of the Australian Workers Union (Victorian Branch) for the year ended 30 June 2003 consisting of the Statement of Financial Position and Statement of Financial Performance, and accompanying notes set out on pages 5 to 10. The Committee of Management is responsible for the preparation and presentation of the Financial Statements and the information they contain. We have conducted an independent audit of these Financial Statements in order to express an opinion on them to the members of the Australian Workers Union (Victorian Branch).

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards and statutory requirements so as to present a view which is consistent with our understanding of the Organisation's financial position and the results of its operations.

We received all the information and explanations that officers and employees of the branch were able to provide.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion:

1. The Organisation kept satisfactory accounting records, 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 the expenditure of the Organisation.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
AUSTRALIAN WORKERS UNION
(VICTORIAN BRANCH)

2. The accounts and statements prepared under Section 273 of the Workplace Relations Act, 1996 (as amended) were properly drawn up so as to give a true and fair view of:
 - a) the financial affairs of the Organisation as at the end of the period; and
 - b) the income and expenditure, and surplus of the Organisation for the period under review.

3. The financial statements are in accordance with:
 - a) the provisions of the Workplace Relations Act 1996, (as amended); and
 - b) applicable Australian Accounting Standards and other mandatory professional reporting requirements.

TROEDEL ADAMS & CO.



P. R. Troedel
Chartered Accountants
Registered Company Auditor

Dated this 21ST day of November, 2003.

THE AUSTRALIAN WORKERS' UNION
(VICTORIAN BRANCH)
STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE, 2003

	<u>2002</u>	<u>2003</u>
	\$	\$
ACCUMULATED FUNDS		
BALANCE @ YEAR END	<u>239,443</u>	<u>272,423</u>
THESE FUNDS ARE REPRESENTED BY:-		
CURRENT ASSETS		
PETTY CASH	1,110	447
CASH AT BANK - STATE NSW	106,431	80,611
- STATE FUNDS ACCOUNT	34,213	18,799
- DELEGATES COMMISSION	1,343	2,037
- MEMBERS STRIKE FUND A/C	44,030	42,176
- LSL INVESTMENT A/C	127,896	34,264
- GST A/C	9,962	68
ACCOUNTS RECEIVABLE	467,422	423,388
SUBSCRIPTIONS OUTSTANDING	296,263	339,385
PREPAYMENTS	31,207	485
MECHANDISE ON HAND	29,423	21,515
SHARES IN PUBLIC COMPANY	258	258
	<u>1,149,558</u>	<u>963,433</u>
NON-CURRENT ASSETS		
NATIONAL OFFICE - LONG SERVICE LEAVE DEBT	<u>440,546</u>	<u>431,380</u>
FIXED ASSETS (At Written Down Value)		
OFFICE FURNITURE AND EQUIPMENT	29,058	75,755
MOTOR VEHICLES	753,734	878,030
	<u>782,792</u>	<u>953,785</u>
TOTAL ASSETS	<u>2,372,896</u>	<u>2,348,598</u>
LESS: CURRENT LIABILITIES		
TRADE CREDITORS	434,765	474,141
ACCRUALS	414,581	120,632
AMOUNT DUE UNDER HIRE PURCHASE AGREEMENTS	341,854	392,591
MEMBERSHIP FEES RECEIVED IN ADVANCE	79,944	55,960
SHELL STRIKE FUND CONTRIBUTION	-	5,610
GRANT FUNDS RECEIVED IN ADVANCE	89,650	40,000
	<u>1,360,794</u>	<u>1,088,934</u>
LESS: DEFERRED LIABILITIES		
AMOUNT DUE UNDER HIRE PURCHASE AGREEMENTS	57,632	69,716
PROVISION FOR ANNUAL LEAVE	208,479	281,493
PROVISION FOR LONG SERVICE LEAVE	506,548	636,032
	<u>772,659</u>	<u>987,241</u>
TOTAL LIABILITIES	<u>2,133,453</u>	<u>2,076,175</u>
	<u>239,443</u>	<u>272,423</u>

**THE AUSTRALIAN WORKERS' UNION
(VICTORIAN BRANCH)**

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30TH JUNE, 2003**

	<u>2002</u>	<u>2003</u>
	\$	\$
INCOME		
MEMBERSHIP CONTRIBUTIONS	4,347,400	4,418,078
MEMBERSHIP RESEARCH SURVEYS	21,364	3,636
TRAINING COURSES & SEMINARS	212,357	157,943
PAID EDUCATION INCOME	-	113,643
SALE OF MERCHANDISE	918	652
INTEREST	5,598	7,994
MANAGEMENT SERVICES TO NATIONAL OFFICE	62,872	-
REIMBURSEMENT OF EXPENSES	10,957	-
EMPLOYMENT & CONSULTANCY INCOME	19,418	30,141
ADVERTISING INCOME	-	15,000
GOVT GRANTS RECEIVED	118,163	415,076
GLASSWORKERS SERVICE FEE	-	22,727
OCC. HEALTH & SAFETY	-	74,205
OTHER INCOME	22,555	48,720
TOTAL INCOME	<u>4,821,602</u>	<u>5,307,815</u>
EXPENSES		
DIRECT MEMBERSHIP EXPENSES		
AWU SUBSIDY TRANSFERS	554,985	599,919
REFUND ON MEMBERSHIP	9,264	20,679
COMMISSION PAID - DELEGATES	6,951	4,052
COMMISSION PAID - EMPLOYERS	15,734	15,521
AFFILIATION FEES	143,367	133,340
DONATIONS	5,320	18,509
AMBULANCE CLAIMS	50,753	91,781
COMPUTER CONSULTANTS	2,271	12,036
COMPUTER EXPENSES	-	8,895
LEGAL EXPENSES - MEMBERS	156,763	79,606
DEPN OF M/SHIP COMPUTER SYSTEM	12,264	16,408
MAILOUTS & SURVEY EXPENSES	60,289	40,733
POSTAGE (MEMBERS)	30,281	-
PRINTING (MEMBERS)	121,891	20,472
AWU JOURNAL COSTS	40,533	-
AWU FUNCTIONS & PROMOTIONS	50,449	26,530
ACTU & VTH LEVIES, FUNCT & PRO	2,636	-
TOTAL	<u>1,263,751</u>	<u>1,088,481</u>
MERCHANDISE COSTS		
PROMOTIONAL VIDEOS	11,573	5,077
CLOTHING COSTS	6,180	2,711
TOTAL	<u>17,753</u>	<u>7,788</u>
OH&S EXPENSES		
OH&S	-	45,834
SDF PROJECT EXPENSES	-	15,240
	<u>-</u>	<u>61,074</u>

	<u>2002</u>	<u>2003</u>
	\$	\$
SHOP STEWARDS & DELEGATES		
LOST TIME & OTHER EXPENSES	9,187	2,943
PICNIC EXPENSES	200	686
PICKET LINE EXPENSES	17,858	6,678
MEETING EXPENSES	21,969	16,511
TOTAL	<u>49,214</u>	<u>26,818</u>
PAYROLL EXPENSES		
SALARIES & WAGES	1,680,079	1,981,674
LAPTOP/DESKTOP ALLOWANCES	19,298	8,944
TAXABLE ALLOWANCES	4,508	2,525
SUPERANNUATION - EMPLOYER	242,982	253,605
WORKCOVER EXPENSES	41,240	46,354
PAYROLL TAX	98,819	112,742
LONG SERVICE LEAVE ACCRUAL	43,914	187,740
CONSULTANCY	62,707	6,660
CASUAL EMPLOYMENT	373	3,886
TOTAL	<u>2,193,920</u>	<u>2,604,130</u>
TRAINING & TUITION		
DELEGATES & SHOP STEWARDS	39,827	4,666
UNIVERSITY FEES	77,295	34,356
OFFICIALS & STAFF	1,213	2,667
SEMINAR COSTS	28,299	51,904
TRAINING EXP	22,475	55,467
PAID EDUCATION EXPENSES	-	16,750
INDUSTRIAL CONSULTANCY	23,055	-
INDUSTRIAL REFERENCE LIBRARY	121	-
TOTAL	<u>192,286</u>	<u>165,810</u>
OFFICIALS		
ACCOMMODATION & MEALS	46,775	43,650
AIR FARES	51,669	28,134
TRAVEL EXPENSES	1,000	6,850
INDUSTRIAL OFFICERS EXP	16,075	916
MISC. EXPENSES	21,063	634
MEDIA AND PUBLICATIONS	1,337	776
MEETING EXPENSES	2,197	1,180
PARKING & TAXIS	11,113	11,277
INTERNET EXPENSES	4,363	5,086
TOTAL	<u>155,593</u>	<u>98,503</u>
MOTOR VEHICLE & LEASE EXP.		
REGISTRATION & INSURANCE	53,027	35,446
PETROL	122,037	119,356
SERVICES	12,158	12,515
TYRES	979	1,208
MOTOR VEHICLE EXPENSES OTHERS	23,154	53,489
LOSS ON REALISATION	33,343	80,877
FINANCE CHARGES MOTOR VEHICLES	49,908	32,500
DEPRECIATION MOTOR VEHICLES	219,325	225,290
FRINGE BENEFITS TAX	42,692	47,119
TOTAL	<u>556,623</u>	<u>607,800</u>

	<u>2002</u>	<u>2003</u>
	\$	\$
TELEPHONE EXPENSES		
TELSTRA PHONE EXP.	81,231	50,868
MOBILE PHONES	89,138	81,748
HOME PHONES	12,597	14,575
SERVICE & EQUIP MAINTENANCE	14,126	12,199
TOTAL	<u>197,092</u>	<u>159,390</u>
PROPERTY EXPENSES		
RENTAL	41,514	79,990
PROPERTY RATES & INSURANCE	21,311	18,333
PROPERTY MAINTENANCE	49,230	48,757
DEPRECIATION OF FURNITURE & EQUIP	5,352	9,296
INTEREST CHARGES	-	17,474
OTHER PROPERTY EXPENSES	1,135	6,411
TOTAL	<u>118,541</u>	<u>180,261</u>
GENERAL EXPENSES		
ADVERTISING	3,756	2,020
AUDITING & ACCOUNTING	24,954	43,729
BANK FEES & CHARGES	28,146	14,708
CLEANING	10,782	10,032
HEATING AND LIGHTING	23,383	11,199
INSURANCE	2,254	5,540
SECURITY	4,328	3,431
STAFF AMENITIES	9,236	8,431
MISC. EXPENSES	-	1,749
ACCOUNTS RECEIVABLES WRITTEN OFF	31,451	61,264
OTHER PRIOR YEAR ADJUSTMENTS	-	31,207
TOTAL	<u>138,290</u>	<u>193,310</u>
OFFICE EXPENSES		
STATIONERY	13,936	9,303
COURIER CHARGES & FREIGHT	2,568	4,755
POSTAGE	8,825	16,475
PRINTING	11,981	16,310
COPIER CHARGE & PAPER	11,073	14,230
AUSTRALIAN TAX OFFICE CHARGES	5,672	-
OFFICE RENTAL EQUIPMENT	22,303	7,440
MAINTENANCE OF OFFICE EQUIPMENT	1,143	537
COMPUTER MAINTENANCE & TRAINING	20,626	12,418
TOTAL	<u>98,127</u>	<u>81,468</u>
TOTAL EXPENSES	4,981,189	5,274,836
NET PROFIT /(LOSS)	<u>(159,587)</u>	<u>32,980</u>

THE AUSTRALIAN WORKERS' UNION

(VICTORIAN BRANCH)

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE, 2003

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The significant policies which have been adopted in the preparation of these financial statements are:

1.1 BASIS OF PREPARATION

The financial statements of the Union have been drawn up in accordance with applicable Accounting Standards, the Workplace Relations Act 1996 and other requirements of law. They have been prepared on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets. The accounting policies have been consistently applied and, except where there is a change in accounting policy, are consistent with those of the previous year. The accounting records have been kept on an accrual basis.

1.2 INCOME TAX

No provision for income tax is necessary as the Union is exempt from income tax under Section 23(f) of the Income Tax Assessment Act.

1.3 EMPLOYEE ENTITLEMENTS

Provision for Annual Leave

The provision for employee entitlements to Annual Leave represents the amount which the Union has a present obligation to pay resulting from employees' services provided up to the balance date. The provision has been calculated at nominal amounts based on current wage and salary rates plus leave loading.

2. PROVISION FOR LONG SERVICE LEAVE

2.1 The liability for Long-Service Leave of Branch officials has been taken up in the books of account. Because this debt is still the responsibility of National Office, a corresponding asset exists under Current Assets (\$431,380).

2.2 In accordance with the decision of the National Executive, each Branch now brings to account the annual indebtedness to Long service Leave of its officials. This procedure was first undertaken in the 2001 – 2002 financial year.

THE AUSTRALIAN WORKERS' UNION

(VICTORIAN BRANCH)

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE, 2003

3. **AMOUNTS DUE FROM NATIONAL OFFICE**

At 30th June, 2003, the following balances existed in the books of the Branch:-

Accounts Receivable	\$ 50,946
Long Service Leave Debt	<u>431,380</u>
	482,326
<u>Less: Amount included in Accounts Payable</u>	<u>27,668</u>
<u>Amount due from National Office</u>	<u>\$ 454,658</u>

In the opinion of the Committee of Management, National Office is unable in the ordinary course of business, to meet the Long Service Leave debt of the Branch. Consequently a plan of funding has been implemented by which funds are transferred to a special purpose bank account on a regular basis. The balance of this account at 30th June, 2003 was \$34,264.

4. **INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR**

In accordance with the requirements of the Workplace Relations Act, 1996, the attention of members is drawn to the provisions of Section 274 which reads as follows:

- a) "A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation;
- b) An organisation shall, on application made under Subsection (1) by a member of the organisation or a Registrar, make the specified information available to a member or the Registrar in such manner, and within such time, as is prescribed;
- c) A Registrar may only make an application under Subsection (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."