



17 November 2015

Ms Emma Alliss  
Acting Secretary  
Breweries and Bottleyards Employees' Industrial Union of Workers of Western Australia, The  
emma@beu.org.au

Dear Ms Alliss,

**Reminder of actions required when persons elected to office**

The Australian Electoral Commission has provided the Commission a declaration of results for the election [E2015/144]. This letter is a reminder of certain obligations imposed on organisations and persons elected to office.

Section 154D(1) of the *Fair Work (Registered Organisations) Act 2009* (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 provided for in your organisation's rules.

Also, section 233(2) of the RO Act requires that an organisation must notify the Fair Work Commission (the Commission) within 35 days of any changes to the holders of office in the organisation. If the election has resulted in any changes to the holders of office, the Breweries and Bottleyards Employees' Industrial Union of Workers of Western Australia, The must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
  - the name of the office vacated;
  - the date of the change of office holder; and
  - the name of the person vacating the office.
2. Person(s) who have commenced to hold office:
  - the name of the office now held;
  - the date of the change of office holder;
  - the name of the person now holding the office;
  - the postal address of the person (generally the postal address of the organisation); and
  - the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. I have attached a template notification of changes which may assist you. If any change does not apply until a specific date, you don't need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Regards

Debbie Ball  
Regulatory Compliance Branch

**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, [NAME], being the [OFFICER] of the [ORGANISATION NAME], 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*:

[delete all that do not apply]

- On [DATE] the address of the organisation changed to [STREET ADDRESS].<sup>1</sup>
- On [DATE] the name and/or address of a branch[es] of the organisation changed to:<sup>2</sup>
  1. [include OLD name and address and NEW name and address of every branch that has changed]
  2. ...
- A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.
- On [DATE] the following branch[es]:<sup>3</sup>
  - COMMENCED/CEASED operation:
    1. [include name of each new branch]
    2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

**[PLEASE NOTE: This declaration must be submitted to the Fair Work Commission within 35 days of the change. It can be submitted to [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au).]**

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<sup>1</sup> s.230(1)(d); reg.147(d)

<sup>2</sup> s.230(1)(d); reg.147(a) & (d)

<sup>3</sup> s.230(1)(d); reg.147(b) & (c)

## ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

*Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.*

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Reason for change	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder (for privacy reasons, we recommend NOT a private address)	Occupation of <u>New</u> Office Holder
<i>National</i>	<i>1.1.2014</i>	<i>Secretary</i>	<i>Full Name</i>	<i>Retiring</i>	<i>Full Name</i>	<i>c/- the Registered Organisation, postal address of Registered Organisation</i>	<i>Paid official</i>
	<i>25.12.2013</i>	<i>President</i>	<i>vacant</i>	<i>Scheduled Election</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
...							
<i>NSW</i>	<i>1.1.2014 (resigned) 7.1.2014 (appointed)</i>	<i>President</i>	<i>Full Name</i>	<i>Resignation</i>	<i>Full Name</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>mechanic</i>
		<i>Committee of Management Member</i>	<i>Full Name</i>	<i>Scheduled Election</i>	<i>Full Name</i>	<i>As above</i>	<i>mechanic</i>
		<i>Treasurer</i>	<i>Full Name</i>	<i>Scheduled Election</i>	<i>vacant</i>	<i>vacant</i>	<i>vacant</i>
...							

Fair Work (Registered Organisations) Act 2009

**POST ELECTION REPORT**

**Client:** The Breweries and Bottleyards Employees' Industrial Union of Workers of Western Australia

**Contact details:** Emma Alliss

**Email:** [emma@beu.org.au](mailto:emma@beu.org.au)

**Tel:** 08 9455 4633

**FWA contact officer:** Sam Gallichio

**Email:** [Sam.Gallichio@fwc.gov.au](mailto:Sam.Gallichio@fwc.gov.au)

**Tel:** Not provided

**ELECTION/S COVERED IN THIS REPORT**

Election Decision No/s: E2015/144

**RULES**

Rules used for the election: 005W: Incorporates alterations of 6 January 2014 [R2013/80] (replaces 13 December 2011 [R2011/222] version)

Model Rule reference (if any): N/A

Rules difficult to apply/interpret: None

Model Rule reference (if any): N/A

**ROLL OF VOTERS**

The roll of voters was provided by the organisation and used to post out the election notice a nomination for to each member.

**IRREGULARITIES**

Details of written allegations of irregularities, and action taken by AEC: Nil

Other irregularities identified, and action taken: Nil

**ATTACHMENTS**

Declaration of Results for Uncontested Offices



Simon Bulloch  
Returning Officer  
22 October 2015

# The Breweries & Bottleyards Employees' Industrial Union of Workers of Western Australia Scheduled Election

## Declaration of Results for Uncontested Offices

**E2015/144**

Below are the 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.

### Western Australia

#### Vice-President

Candidates

DOOLEY, Charles Edward

#### Trustee (2)

Candidates

LLOYD, Rhonda  
No further nomination was accepted

#### Committee Member

Candidates

BAUGHEN, Tracy Ann

#### Secretary

Candidates

ALLISS, Emma Louise

#### Trustee (casual vacancy)

Candidates

No nomination was received

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.



Simon Bulloch  
Returning Officer  
22 October 2015



## DECISION

*Fair Work (Registered Organisations) Act 2009*  
s.189—Arrangement for conduct of an election

**The Breweries and Bottleyards Employees' Industrial Union of Workers of  
Western Australia**  
(E2015/144)

MR ENRIGHT

MELBOURNE, 19 AUGUST 2015

*Arrangement for conduct of election.*

[1] On 24 July 2015, The Breweries and Bottleyards Employees' Industrial Union of Workers of Western Australia lodged with the Fair Work Commission the prescribed information in relation to an election for the following offices:

Vice President  
Trustee (2)  
Committee Member

[2] On the same date the abovenamed organisation lodged with the Fair Work Commission the prescribed information in relation to an election for the following offices due to insufficient nominations in E2014/130:

Secretary  
Trustee

[3] I am satisfied that an election for the abovenamed offices is required to be held under the rules of the organisation and, under subsection 189(3) of the *Fair Work (Registered Organisations) Act 2009*, I am making arrangements for the conduct of the election by the Australian Electoral Commission.



DELEGATE OF THE GENERAL MANAGER

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# BREWERIES EMPLOYEES UNION

The Breweries and Bottleyards Employees'  
Industrial Union of Workers of Western Australia  
ABN 73 507 364 966

Unit 11, 64 Bannister Rd,  
Canning Vale WA 6155  
PO Box 1455  
Canning Vale WA 6970

Phone: 9455 4633  
Fax: 9455 4733

23<sup>rd</sup> July, 2015

The General Manager  
Fair Work Commission  
GPO Box 2206  
PERTH WA 6001

**By Post and email to: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)**

Dear General Manager,

## **Request for election.**

On behalf of The Breweries & Bottleyards Employees' Industrial Union of Workers of Western Australia, I respectfully request you to arrange, under Section 189 (1) of the Fair Work (Registered Organisations) Act 2009, an election for the following positions:

For a two year term commencing on 7<sup>th</sup> December 2015 and ending on 7<sup>th</sup> December 2017:

Vice President	(one position)
Trustee	(two positions)
Committee Member	(one position)

For a three year term commencing on 7<sup>th</sup> December 2015 and ending on 7<sup>th</sup> December 2018:

Secretary (casual vacancy)	(one position)
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For a one year term commencing on 7<sup>th</sup> December 2015 and ending on 7<sup>th</sup> December 2016:

Trustee (casual vacancy)	(one position)
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The reason for the election is that:

- a. The terms of office of the first 4 positions listed above are due to expire in the normal course of events in accordance with the Unions Rules (Rule 10) and;
- b. The terms of office of the 5<sup>th</sup> and 6<sup>th</sup> positions is that they are casual vacancies. The Secretary being currently filled by an appointed Acting Secretary under the Union Rules (Rule 21A) and the Trustee position currently vacant. If elected the positions will remain on foot until: Secretary December 2018 and Trustee December 2016.

The election should be conducted in accordance with the Unions Rules which provide that:

- Nominations must be called at least one month prior to the commencement of the ballot and must be open for at least 14 days. (Rule 23 (B) (1))

- The ballot must be open for at least 14 days and must close by 5 pm on the 3<sup>rd</sup> Wednesday in November (Rule 23 (A) (1))
- If the nominations for elections are called by 30th September, then the Role for voters closed on 30 June 2015 alternatively;  
if the nominations for elections are called after 30<sup>th</sup> September, then the Role for voters will close on 30 September 2015 (Rule 8 (1)); and
- the Role for candidates closes 6 months prior to the opening date for nominations (Rule 22 (4)); and

The electorate is all of the Unions Registered Members as at the date of closure of the Role and the method of voting should be by the Direct Voting System.

I declare that I am authorised to make this statement and that the above information is lodged under subsection 189 (1) of the Fair Work (Registered Organisations) Act 2009

For and on behalf of the above Union.  
Yours Sincerely,



Emma Alliss  
Acting Secretary