



25 November 2015

Mr Daryl Hickey
President
The Civil Air Operations Officers' Association of Australia
civilair@civilair.asn.au

Dear Mr Hickey,

Notification of changes made to records [AR2015/55]

Further to correspondence dated 2 September 2015 regarding Notification of Change to Office Holders Vice-President Communication, Vice-President Professional, Brisbane Centre Delegate, Air Traffic Services Management and Operational Support Delegate and Perth Towers & TCU Delegate of The Civil Air Operations Officers' Association of Australia, I write to remind you that 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.

Thank you for the notification.

Yours sincerely,

Debbie Ball

Debbie Ball
Regulatory Compliance Branch



2 September 2015

Daryl Hickey
Federal President
The Civil Air Operations Officers' Association of Australia

Dear Hickey,

Notification of changes made to records [AR2015/55]

I acknowledge receipt of a Notification of Change to Office Holders of The Civil Air Operations Officers' Association of Australia.

This information was lodged with the Fair Work Commission (the Commission) on 1 September 2015 in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the Act). Our records have been updated accordingly. The document can be viewed on the Commission Website through the list of Registered Organisations - <http://www.fwc.gov.au/index.cfm?pagename=regorgslist>

Thank you for the notification.

Yours sincerely,

Karolina Dimitrievski
Regulatory Compliance Branch



PO Box 394
Port Melbourne VIC 3207
PH: 03 9647 9100
Freecall 1800 359 007
Fax 03 9647 9199
Email: civilair@civilair.asn.au
Website: www.civilair.asn.au

1 September 2015

General Manager
Fair Work Commission
GPO Box 1994
MELBOURNE VIC 3001
(Email to: orgs@fwc.gov.au)

Dear Madam,

Re: The Civil Air Operations Officers' Association of Australia - Notification Of Any Change Made To The Records Required To Be Kept

In accordance with the Section 233 (2) of the *Fair Work (Registered Organisations) Act 2009*, Civil Air wish to lodge the attached notification of changes to the records required to be kept by the organisation.

Please do not hesitate to contact me on (03) 9647 9100 if you wish to discuss this information further.

Yours sincerely

A handwritten signature in black ink that reads "Jane Ponton".

Jane Ponton
INDUSTRIAL OFFICER



FAIR WORK ACT 2009

In the matter of the Records to be kept and lodged by organisations of THE CIVIL AIR OPERATIONS OFFICERS' ASSOCIATION OF AUSTRALIA.

I, Daryl Hickey, Air Traffic Controller, of 214 Graham Street, Port Melbourne, in the State of Victoria, do hereby solemnly and sincerely declare:

1. THAT, I am the Federal President of The Civil Air Operations Officers' Association of Australia.
2. THAT, I am authorised to make this declaration on behalf of the Association.
3. THAT, the Federal Office of the Association resides at 214 Graham Street, Port Melbourne in Victoria and that the Association does not operate any other Branches or Offices.
4. THAT annexed hereto and marked as "Annexure A" is a list of the names, postal addresses and occupations of the persons of the changes from the annual return lodged on 27 March 2015, as required by subsection 233(2) of the Act.
5. THAT particulars contained in the documents lodged herewith are a correct statement of the information contained in the records of the organisation.



.....
Daryl Hickey
President

DECLARED at *Melbourne* in the *State of Victoria* this 1st day of *September 2015*.

ANNEXURE "A"

PERSONS HOLDING OFFICE IN THE ORGANISATION

Name	Position	Postal Address	Occupation
Scott G. Shallies	Vice President Communication	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Matthew G. Buckham	Vice President Professional	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Leigh Meyer *	Brisbane Centre Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
David W. Perks *	Air Traffic Services Management and Oper- ational Support Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
VACANT	Perth Towers & TCU Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller

* *These Delegates were advised as Acting Delegates in our 27 March 2015 Annual Return. They have since been officially elected so are no longer Acting.*



22 April 2015

Mr Daryl Hickey
President
The Civil Air Operations Officers' Association of Australia,
civilair@civilair.asn.au

Dear Mr Hickey,

Annual Return of Information for 2015 [AR2015/55]

I acknowledge receipt on 27 March 2015 of your 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 2015 Annual Return of Information of The Civil Air Operations Officers' Association of Australia.

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. The Civil Air Operations Officers' Association of Australia is encouraged to use this template if any changes occur.

Yours sincerely

CATHERINE BEBBINGTON
Regulatory Compliance Branch

FAIR WORK COMMISSION

Tel: 03 8661 7974

catherine.bebbington@fwc.gov.au

GPO Box 1994, Melbourne Victoria 3001

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Port Melbourne VIC 3207
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Website: www.civilair.asn.au

27 March 2015

General Manager
Fair Work Commission
GPO Box 1994
MELBOURNE VIC 3001
(Email to: orgs@fwc.gov.au)

Dear Madam,

**Re: The Civil Air Operations Officers' Association of Australia
Annual Return of Information for 2015 [AR2015/55]**

In accordance with the *Fair Work (Registered Organisations) Act 2009*, Civil Air wish to lodge the attached information, being records required to be kept by the organisation.

Please do not hesitate to contact me on (03) 9647 9100 if you wish to discuss this information further.

Yours sincerely

A handwritten signature in black ink that reads 'Jane Ponton'.

Jane Ponton
INDUSTRIAL OFFICER



FAIR WORK ACT 2009

In the matter of the Annual Return of Records to be kept and lodged by organisations and information concerning number of members (employee organisations only) of THE CIVIL AIR OPERATIONS OFFICERS' ASSOCIATION OF AUSTRALIA.

Declaration

I, Daryl Hickey, Air Traffic Controller, of 214 Graham Street, Port Melbourne, in the State of Victoria, do hereby solemnly and sincerely declare:

1. THAT, I am the Federal President of The Civil Air Operations Officers' Association of Australia.
2. THAT, I am authorised to make this declaration on behalf of the Association.
3. THAT, the Federal Office of the Association resides at 214 Graham Street, Port Melbourne in Victoria and that the Association does not operate any other Branches or Offices [s.230(1)(b)].
4. THAT annexed hereto and marked as "Annexure A" is a list of the names, postal addresses and occupations of the persons holding office as at 31 March 2015, as required by subsection 230(1)(c).
5. THAT, the number of persons who were members of The Civil Air Operations Officers' Association of Australia as of 31 December 2014, was the sum total of **1065** members [s.230(1)(d)].
6. THAT in accordance with the Civil Air Operations Officers' Association of Australia Rules [rule 34(f)], elections for Divisional Delegates representing the following divisions shall be conducted each odd numbered year:

Air Traffic Services Management and Operational Support
Adelaide Towers and TCU
Brisbane Centre
Cairns Tower and TCU
Melbourne Towers and TCU
FDC/SSO.

7. THAT, in accordance with the Civil Air Operations Officers' Association of Australia Rules [rule 38(e)], "Elections for Officers of the Association positions as defined in rule 20 of the rules shall be conducted each odd numbered year for the following positions:

Three (3) Vice-Presidents (Finance, Communication and Professional).

8. THAT in accordance with rule 34(d), members of the National Executive "*shall take Office from the first day of July following the declaration of their election*".

9. THAT in accordance with rule 35(c)(1), "*Vice-Presidents of the Association shall take Office from the first day of May following the declaration of their election in that year*".
10. THAT the register of members has, at all times, been kept and maintained, as required by subsection 230(1)(a) and (2).
11. THAT particulars contained in the documents lodged herewith are a correct statement of the information contained in the records of the organisation.



.....
Daryl Hickey
President

DECLARED at *Melbourne* in the *State of Victoria* this 27st day of *March 2015*.

ANNEXURE "A"

PERSONS HOLDING OFFICE IN THE ORGANISATION

Name	Position	Postal Address	Occupation
Daryl J. Hickey	President	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Cheryl M. Lund	Vice President Administrative	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Jamie H. Roberts	Vice President Professional	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Stuart M. Brades	Vice President Finance	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Geoffrey K. Williams	Vice President Technical	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Timothy J. Kerr	Vice President Communication	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Peter J. Sullivan	Cairns Tower & TCU Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Philip T. Brooke	Adelaide Towers & TCU Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Phillip J. Ware	FDC/SSO Delegate	PO Box 394, Port Melbourne Vic 3207	Simulator Support Officer (SSO)
Thomas A. McRobert	Melbourne Towers & TCU Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
James A. Walsh	Brisbane Towers & TCU Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Ian J. Stansfield	Sydney Towers & TCU Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Liam Nield	Melbourne Centre Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Anthony J. MacBeth	Regional District Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Leigh Meyer <i>(position subject to election May 2015)</i>	<i>Acting</i> Brisbane Centre Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
David W. Perks <i>(position subject to election May 2015)</i>	<i>Acting</i> Air Traffic Services Management & Operational Support Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller
Michael Wrenn <i>(position subject to election May 2015)</i>	<i>Acting</i> Perth Tower & TCU Delegate	PO Box 394, Port Melbourne Vic 3207	Air Traffic Controller