



Correspondence to:

Industrial Elections Branch
GPO Box 4382QQ
Melbourne Vic. 3001

Industrial Elections Branch
Level 22
Casselden Place
2 Lonsdale Street (Corner of Spring Street)
Melbourne Vic. 3000

File: 03063
Contact: Michael Pryor

Phone: 9285 7139
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MS JANE PONTON
INDUSTRIAL OFFICER
THE CIVIL AIR OPERATIONS OFFICERS' ASSOCIATION OF AUSTRALIA
PO BOX 394
PORT MELBOURNE VIC 3207

Dear Jane,

THE CIVIL AIR OPERATIONS OFFICERS' ASSOCIATION OF AUSTRALIA – RESULTS OF ELECTIONS – E 2003/59.

Notice of the result of the elections is attached. A copy has been sent to each candidate.

The elections are now complete.

The Australian Electoral Commission welcomes your written comments regarding the conduct of this election including any matters that concern your rules or the conduct of future elections.

Yours sincerely

Michael Pryor
Returning Officer
22 May 2003

Copies to:

The Industrial Registrar, Principal Registry, GPO Box 1994S, MELBOURNE VIC 3001

THE CIVIL AIR OPERATIONS OFFICERS' ASSOCIATION OF AUSTRALIA

DECLARATION OF RESULTS

Result of elections for the following offices conducted under the rules of the organisation –
E 2003/59.

VICE-PRESIDENT (FINANCE)

Candidate

FISHLOCK, George Joseph

VICE-PRESIDENT (COMMUNICATION)

Candidate

KUBE, Marcus Ashley

VICE-PRESIDENT (PROFESSIONAL)

Candidate

BAMFORD, David Murray

DIVISIONAL DELEGATES REPRESENTING THE FOLLOWING DIVISIONS:

AIR TRAFFIC SERVICES MANAGEMENT AND OPERATIONAL SUPPORT

No nominations received

ADELAIDE TOWERS AND TERMINAL CONTROL UNITS

Candidate

BENNETT, Scott

BRISBANE CENTRE

Candidate

DAY, Shaun

SOUTHERN DISTRICT

Candidate

TURNER, Adrian Brian

CAIRNS TOWER AND TERMINAL CONTROL UNIT

Candidate

SULLIVAN, Peter

) **MELBOURNE TOWERS AND TERMINAL CONTROL UNITS**

No nominations received

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



) Michael Pryor
Returning Officer
Australian Electoral Commission
Melbourne

22 May 2003

Michael Pryor
Returning Officer
Australian Electoral Commission
Casselden Place,
Level 22,
2 Lonsdale St,
Melbourne, VIC 3000

APPOINTMENT TO CONDUCT AN ELECTION AND/OR BALLOT

The AEC has made arrangements to conduct the following election and/or ballot.

Scheduled Elections E No 59 of 2003
Civil Air Operations Officers' Association of Australia

I have appointed you to conduct the above event. Would you please take the necessary steps.



for the Australian Electoral Officer
Victoria

7 April 2003

For Information:

NPE CO

Deputy Industrial Registrar
Australian Industrial Registry
Victoria

PR930220

WORKPLACE RELATIONS ACT 1996
s.214 arrangement for conduct of an election

The Civil Air Operations Officers' Association of Australia
(E 2003/59)

T. NASSIOS
DEPUTY INDUSTRIAL REGISTRAR

MELBOURNE, 11 APRIL 2003

DECISION

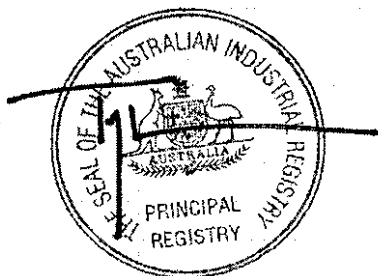
On 4 April 2003, the abovementioned organisation lodged in the Industrial Registry the prescribed information in relation to an election for the following offices:

Vice-President (Finance)
Vice-President (Communication)
Vice-President (Professional)

Divisional Delegates representing the following Divisions:

Air Traffic Services Management and Operational Support
Adelaide Towers and TCU
Brisbane Centre
Southern District
Cairns Tower and TCU
Melbourne Towers and TCU

I am satisfied that an election for the abovementioned offices is required to be held under the rules of the organisation and, under subsection 214(2) of the Workplace Relations Act 1996, I am making arrangements for the conduct of the election by the Australian Electoral Commission.



Transmission of Documents initiated in CMS by LP1 on 11/4/2003 at 2:42PM

Address	Dispatch Method	Document Title
civilair@civilair.asn.au	Email	E2003/59 - TO Civil Air Operations Officers' Association of Australia, The re Print filed on 11/4/2003

Please note: You should refer to your Outlook account for details of the success or failure of the transmission of each document.

POWELL, Larry

From: POWELL, Larry

Sent: Friday, 11 April 2003 2:32 PM

To: 'industrial.elections@aec.gov.au'

Subject: Election decision E2003/59 - CAO0AA

Election Decision: E2003/59 - The Civil Air Operations Officers' Association of Australia.

Enclosed is a copy of the above decision and a copy of the rules of the organisation.



2003-59-CAOO CAO0AA -
AA-dec.doc 'FED (21 Janua

No alterations have been lodged to those rules.

POWELL, Larry

From: postmaster@air.gov.au

Sent: Friday, 4 April 2003 1:57 PM

To: Larry.POWELL@air.gov.au

Subject: Message relayed (industrial.elections@aec.gov.au)



ATT120607.TX s214 election
T notification

Your message has been relayed to the following recipient(s):

industrial.elections@aec.gov.au

Message relayed

The message was successfully delivered to 1 recipient(s) at domain aec.gov.au.

POWELL, Larry

From: POWELL, Larry

Sent: Friday, 4 April 2003 1:53 PM

To: 'industrial.elections@aec.gov.au'

Subject: s214 election notification

s214 notification - The Civil Air Operations Officers' Association of Australia - E2003/59



CAOOA election
request 2003.do.

2003/59

Registered & Federal Office
Civil Air Operations Officers' Association of Australia
214 Graham Street, Port Melbourne, Vic 3207
Telephone: (03) 9646 9277
Fax: (03) 9646 6799
Email: civilair@civilair.asn.au

Civil Air

The Australian Air Traffic Control Association

4 April 2003

Industrial Registrar
Australian Industrial Registry
Organisations Branch
GPO Box 1994S
MELBOURNE VIC 3001
(sent via email)

Dear Sir,

RE: REQUEST FOR CONDUCT OF AN ELECTION

In accordance with Section 214 of the *Workplace Relations Act 1996*, the Civil Air Operations Officers' Association of Australia submits the following prescribed information regarding elections.

1. In accordance with the Civil Air Operations Officers' Association of Australia Rules [rule 34(f)], elections shall be conducted each odd numbered year for the following positions:

“Three (3) Vice –Presidents (Finance, Professional & Communication)

Delegates representing the following Divisions:

Air Traffic Services Management and Operational Support
Adelaide Towers & TCU
Brisbane Centre
Southern District
Cairns Towers & TCU
Melbourne Towers & TCU; and

2. These elections are required according to the Association's existing rules, as members of the national Executive in the above positions “shall take Office from the first day of July following the declaration of their election” [rule 34(d)].
5. All Association members are entitled to vote for the candidates for the positions of Vice-President Finance, Vice-President Professional and Vice-President Communication.

6. Association members in the following divisions shall be entitled to vote for their respective Divisional delegates:
 - All members employed as Air Traffic Service managers or operational support staff at Head Office or at District Offices or at ATC unit locations who are not required to hold a current ATC licence will vote for the Air Traffic Services Management and Operational Support. This Division does not include TGO, FDC or ADSO members.
 - ATC and ADSO members working in Adelaide TCU, Adelaide Tower and Parafield Tower will vote for the Adelaide Towers and TCU Delegate
 - Tower and TMA stream ATC's based at Brisbane TCU, Brisbane Tower, Coolangatta Tower and TCU and Coolangatta ADSO's and Brisbane based ADSO/FDC/TGO members will vote for the Brisbane Centre Divisional Delegate
 - Members based at units within Airservices Australia's Southern District, namely Launceston, Hobart, Canberra, Albury and Camden will vote for the Southern District Delegate.
 - ATC's based in the Cairns Tower and Cairns TCU will vote for the Cairns Tower and TCU Divisional Delegate
 - Tower and TMA stream ATC's based at Melbourne TCU, Melbourne Tower and Melbourne based ADSO/FDC/TGO members and all trainee members located at the Airservices Training College facility in Melbourne prior to commencement of final field training duties will vote for the Melbourne Towers and TCU Delegate.
5. The date and commencement of the period during which nominations of candidates will be called for should be "not later than the first day of May" in 2001 [rule 35(d)(1)].
6. The date and time of the expiration of nominations should be "no later than the fourteenth day of May" in 2001 [rule 33(e)]
7. The voting system to be employed for the conduct of the election shall be the preferential system of voting [rule 35(b)]

This prescribed information is accompanied by a statement signed by an officer of the organisation who is authorised to sign a statement to the effect that the information is being lodged in accordance with subsection 214(1) of the *Workplace Relations Act 1996*.

Yours sincerely,



JANE PONTON
INDUSTRIAL OFFICER

WORKPLACE RELATIONS ACT 1996

In the matter of request for conduct of an election for The Civil Air Operations Officers' Association of Australia.

STATEMENT

I, EDWARD ROWLEY ROY LANG, 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 statement and request conduct of elections on behalf of the Association.
3. **THAT** annexed hereto and marked as Annexure "A" is a copy of the rule 31 of the Rules of the Association, which details the Appointment, Duties and Powers of Returning Officers.
4. **THAT** annexed hereto and marked as Annexure "B" is a copy of the rule 32 of the Rules of the Association, which details the Appointment, Duties and Powers of Scrutineers.
5. **THAT** annexed hereto and marked as Annexure "C" is a copy of the rule 33 of the Rules of the Association, which details Nominations - Officers and Divisional Delegates.
6. **THAT** annexed hereto and marked as Annexure "D" is a copy of the rule 34 of the Rules of the Association which details procedures relevant to the Holding Of Office - Qualifications And Tenure.
7. **THAT** annexed hereto and marked as Annexure "E" is a copy of the rule 35 of the Rules of the Association, which the conduct of ballots.

In making this statement this information is lodged in accordance with subsection 214(1) of the Workplace Relations Act 1996 and is to the best of my knowledge and belief, true and correct in every particular.



.....
EDWARD R. LANG
FEDERAL PRESIDENT

ELECTIONS

31 - RETURNING OFFICERS - APPOINTMENT, DUTIES AND POWERS

- (a) At its ordinary Spring meeting in each even-numbered year, National Executive shall appoint a Returning Officer for the next two (2) years.
- (b) Any Returning Officer appointed pursuant to this rule:
- (1) may or may not be a member of the Association, as National Executive so determines;
 - (2) shall not be the holder of any Office in, nor an employee of the Association or Division of the Association;
 - (3) shall not be a candidate for any position in the Association for the period of duty as a Returning Officer;
 - (4) shall conduct any election, ballot or plebiscite held pursuant to these rules;
 - (5) shall have final determination, subject to rule 35 of these rules, as to the acceptability or otherwise of any votes cast;
 - (6) shall report the result of all ballots to the President and submit a report of the ballot indicating the number of ballot papers printed, distributed, the number on hand and any other matter deemed relevant to the ballot.
- (c) In the event of a Returning Officer being unable, or unwilling to act as and when required, whether during the conduct of any election, ballot or plebiscite or not, National Executive shall thereupon appoint another person to act as Returning Officer for the remainder of the unexpired term referred to in clause (a) of this rule.

32 - SCRUTINEERS - APPOINTMENT, DUTIES AND POWERS

(a) Any candidate in an election conducted pursuant to these rules may, if so desired, appoint a scrutineer to represent the candidate at the ballot, and shall notify the returning officer, not later than one week after the closing date for nominations, of the name of the scrutineer so appointed.

(b) A scrutineer appointed pursuant to this rule:

(1) shall be entitled to be present at the ballot for which he was appointed as a scrutineer;

(2) shall be a member of the Association;

(3) shall not be a candidate for any position for which he is appointed as a scrutineer;

(4) may query the Returning Officer about any vote's inclusion in, or exclusion from the count;

(5) shall not remove, mark, alter or deface any ballot paper or other document used in connection with the election;

(6) shall not interfere with, nor attempt to influence the vote of any member at the time the member is casting a vote.

33 - NOMINATIONS - OFFICERS AND DIVISIONAL DELEGATES

- (a) Nominations for positions of the National Executive of the Association shall be on a form approved by the Committee of Management.
- (b) No person shall be entitled to nominate for more than one position at any one simultaneous election.
- (c) Nominations for a position of Officer of the Association, as defined in rule 20 of these rules, shall be in writing, signed by the nominee and two others signing as nominators, all of whom shall be financial members of the Association.
- (d) Nominations for the position of Divisional Delegate, as defined in rule 22 of these rules, shall be in writing, signed by the nominee and two others signing as nominators, all of whom shall be financial members of the Division for which the nominee is proposed as a candidate for Delegate.
- (e) All nominations for elections conducted pursuant to these rules shall be received by the returning officer no later than the fourteenth (14th) day of May in the year in which the position becomes vacant.

34 - HOLDING OF OFFICE - QUALIFICATIONS AND TENURE

(a) No person shall be eligible to hold or continue to hold a position as an Officer, Divisional Delegate or Branch Representative of the Association if:

- (1) he ceases to be a financial member of the Association; or,
- (2) he is of unsound mind.

(b) No person shall be eligible to be elected to more than one position on the National Executive.

(1) In the event of an officer of the Association successfully contesting an election for another position on the National Executive, he shall resign the position originally held upon taking office from the declaration of the poll or from the first (1st) day of July in the same year, whichever is the later, at which time a casual vacancy shall be declared pursuant to these rules.

(c) No person shall be eligible to hold or continue to hold the position of Divisional Delegate or Branch Representative if they are not, or cease to be, employed in Branch unit or one of the units embraced by the Division as defined in rule 7 of these rules.

(d) Members of National Executive shall take Office from the first day of July following the declaration of their election, and shall hold office for a period of two years, except for the case of casual vacancies, in which event the temporary office-holder shall hold office, pursuant to rule 37, for the remainder of the unexpired term of the casual vacancy.

(e) Elections for the following positions shall be conducted each even numbered year:

President

Two (2) Vice-Presidents (Administrative and Technical),

Delegates representing the following Divisions:

Melbourne Centre
Northern District
Sydney Towers and TCU
Brisbane Towers and TCU
Perth Towers and TCU

(f) Elections for the following positions shall be conducted each odd numbered year:

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

Delegates representing the following Divisions:

Air Traffic Services Management and Operational Support
Adelaide Towers and TCU
Brisbane Centre

Annexure "D" *continued*

Southern District
Cairns Tower and TCU
Melbourne Towers and TCU

(g) The Officers of the Association shall be elected by and from all the financial members of the Association.

(h) The Divisional Delegates of the Association shall be elected by and from the financial members of the appropriate Division.

(i) On the replacement of the Air Traffic Services Management Division by the Air Traffic Services Management and Operational Support Division the office-holder of the Air Traffic Services Management Division National Executive Delegate position will continue as the new Division's Delegate until the next scheduled election in accordance with Rule 34(f).

(j) Notwithstanding other sections of Rule 34, an election for the position of Vice-President Communication shall be held as soon as possible after the ratification of the rule change creating the position, for a term which will expire on June 30, 2001. Thereafter elections will be conducted consistent with these rules.

35 - CONDUCT OF BALLOTS

- (a) The Returning Officer shall conduct all ballots held pursuant to these rules.
- (b) The system of voting in any election conducted pursuant to these rules shall be the preferential system of voting.
- (c) Elections for the positions of members of National Executive shall be conducted by a secret postal ballot. Provision is made for absent voting as follows: where a member considers that he will be absent from his regular address during the conduct of a ballot, that member may provide to the Returning Officer before the commencement of the ballot any new or temporary address to which the member wishes his ballot paper to be sent and the Returning Officer shall send the ballot paper to the specified address.
- (d) The returning officer shall:
- (1) not later than the first day of May in any year, call for nominations for the Association positions becoming vacant, pursuant to rule 34 of these rules, on the thirtieth (30th) day of June in that year; by insertion of notices in journals and/or circulars to members' employment facilities, as the returning officer deems appropriate;
 - (2) check all nominations received for compliance with these rules, and reject any that do not so comply, provided that:
 - (a) in the event of finding a defect, the returning officer shall, before rejecting the nomination, notify the nominee of the defect, and give an opportunity to remedy the said defect, where practicable, within seven (7) days of the nominee having been so notified;
 - (3) where there is only one nomination accepted for any position, declare that, as from the first (1st) day of July next, the nominee is elected to the position;
 - (4) where two (2) or more nominations are accepted for any position,
 - (a) have ballot papers printed and delivered to himself:
 - (1) containing the names of the candidates for each position in an order chosen by ballot,
 - (2) indicating the number to be elected to each position and the manner in which votes shall be recorded, and the date and time of closing of the ballot, which date shall be not later than the twenty-first (21st) day of June for that year;
 - (b) be responsible for the safe custody of ballot papers;
 - (c) obtain from the printer, a certificate of the number of ballot papers printed;

Annexure "E" *continued*

(d) initial each of the ballot papers prior to distribution;

(e) forward by pre-paid post, a ballot paper and pre-paid or business-reply-paid envelope addressed to the returning officer, to each member entitled to receive a ballot paper, at the address held for the member in the Membership Register;

(f) permit every candidate for election to have a typed or printed sheet of his own composition limited to five hundred (500) words reproduced and distributed to members eligible to vote in the election. Non-receipt of such a sheet by any member shall not invalidate the ballot. Provided however that such composition shall be submitted to the Returning Officer, not later than one week after the closing date for nominations, who shall ensure that they are mailed no later than the issue of ballot papers;

(g) arrange for the use of a post office box or other receptacle to which ballot papers shall be returned, and after the closing date of the ballot, collect the papers so returned;

* * * * *