



CCF VICTORIAN BRANCH  
ABN 97 341 352 156

Level 1  
322 Glenferrie Road  
Malvern, VIC, 3144

P (03) 9822 0900  
F (03) 9822 0022  
E [ccfvic@ccfvic.com.au](mailto:ccfvic@ccfvic.com.au)  
[www.ccfvic.com.au](http://www.ccfvic.com.au)

E2017/95 Civil Contractors Federation, Victoria Branch

AEC (Victorian Branch)

### Post-Election Report E2017/95

Further to the AEC's report E2017/95 and the discussion between Civil Contractors Federation (CCF), National and the AEC on 18<sup>th</sup> October 2017 the purpose of this letter is to confirm that the Civil Contractors Federation will be, and is in the process of, altering its Constitution and Rules that will result in the dissolution of all Civil Contractors Federation Branches including the Victorian Branch which in turn will address and resolve the issues and recommendations contained the Post-Election Report of the AEC for the CCF Victorian Branch.

Civil Contractors Federation National is currently dealing with the Fair Work Commission and the Registered Organisation Commission to bring into effect the above mentioned dissolution of the CCF Branches from the CCF Constitution and Rules. Preliminary advice received from the Fair Work Commission indicates that this will occur in the first quarter of 2018 thus eliminating all Rules pertaining to Branch elections from 2018.

Should you wish to discuss please contact the undersigned.

Kind regards

  
John Kilgour

Chief Executive Officer



Arthur J. Gallagher  
BUSINESS WITHOUT BARRIERS™

OFFICES IN New South Wales, Victoria, Queensland, South Australia, Western Australia, Tasmania, Northern Territory, Australian Capital Territory.

*Constructing Australia's Infrastructure*



28 September 2017

Chief Executive Officer  
Civil Contractors Federation-Victorian Branch  
[jkilgour@ccfvic.com.au](mailto:jkilgour@ccfvic.com.au)

Cc: National Office, [ccfnat@civilcontractors.com](mailto:ccfnat@civilcontractors.com)

Dear Chief Executive Officer

**Organisation must respond to the post-election report of the Australian Electoral Commission: E2017/95**

On 26/09/2017 the Registered Organisations Commission (the ROC) received a post election report from the Australian Electoral Commission (AEC) for election E2017/95 dated 26/09/2017. The AEC will have also provided the report to the organisation under section 197 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The report identifies rules that were difficult to interpret or apply. This letter serves as a reminder of the obligations imposed on the organisation or branch as a consequence of the AEC's report. If a response has already been sent to the AEC and made available to all members please disregard this letter.

**A notice must be published on the organisation's website**

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regs 141(4) and (5)).

**A written response must be provided to the AEC**

A written response must be provided to the AEC within 30 days of receipt of the report. The organisation's response must include whether the organisation or branch intends to take action and if so what action the organisation or branch intends to take (s198(2)).

**Extract of report must be made available to members**

The organisation or branch must make the section of the report relating to the difficult rules available to its members (s198(3)). This extract from the report must be made available to the members before or at the same time as the organisation's response is made available to members.

**Written response must be made available to members**

A copy of the organisation's response to the AEC must be made available to members either:

- within 30 days after the response is given to the AEC, or
- published in the next edition of the organisation or branch journal (s198(5))

Subsection 198(6) and regulation 142 prescribe ways in which the relevant extract and the copy of the response can be made available to members. These do not limit the ways in which they can be made available to members. The organisation will comply if it does all of the following:-

- publish the report extract and the copy of the response in the next edition of the organisation or branch's journal; and

- 
- within 30 days of giving the response to the AEC:
  - lodges with the ROC a copy of the relevant extract and response, together with a declaration that a copy will be provided to any member who so requests; and
  - give notice in the next edition of the organisation or branch's journal, or an appropriate newspaper, that a copy of the relevant extract and response are available on request to each member free of charge; and
- publish the relevant extract on the website within 14 days after receiving the report, and publish the response on the website within 14 days of giving the response to the AEC (reg 142(2)).

### **Penalties may apply**

If the organisation or branch does not:

- respond to the AEC within 30 days,
- make the extract of the report relating to the rules available to members no later than the organisation's response is made available to members, or
- make the organisation's response available to members within 30 days or in the next edition of the journal,

the organisation may face penalties under the RO Act. Each requirement listed above is a civil penalty provision that may result in fines for the organisation

As noted above, if the response and report have already been made available to members and the AEC, please disregard this letter. If you have any questions in relation to these obligations please contact the ROC for assistance by email to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).

### **If the organisation or branch decides to alter its rules in response to the AEC's report**

If the organisation or branch decides to alter its rules in response to the AEC's report, the ROC is NOT able to provide advice and assistance regarding draft alterations or the processes required to make the alterations. Rule alterations remain a function of the Fair Work Commission.

Yours faithfully

**Christine Hibberd**

**Registered Organisations Commission**

26 September 2017

# Post-election Report

**E2017/95 - Civil Contractors Federation**

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## Election(s) Covered in this Report

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Election Decision No/s:

E2017/95

## Rules

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Rules used for the election:

[267V: Incorporates alterations of 01/01/2014 certified on 20/12/2013] [R2013/109]

### Recall Election nominations

Rules difficult to apply/interpret:

Rule 29(h)

#### National Board Member and Alternate National Board Member

If insufficient nominations to fill the offices of National Board Member and Alternate National Board Member are received, the Returning Officer shall at the Branch Annual General Meeting in an election year call for oral nominations in respect of the unfilled office. ....

Rule 50(g)

#### Branch Board Members

If the persons declared elected at the Branch Annual General Meeting in an election year are:  
Rule 50(g)(i) less than a quorum of the number required to fill the offices referred to in Rule 43, the Returning Officer shall at the Branch Annual General Meeting in the election year call for oral nominations.....

Module Rule reference (if any)

6.1.5

Nominations lodged with the returning officer shall be in writing and include the following information:

- a) the full name of the nominee;
- b) the form in which the nominee's name is to appear on a ballot paper if different to the name shown above;
- c) the nominee's contact details;
- d) the name and address of each nominator, if required;
- e) the office for which the nominee is nominating;
- f) the signed endorsement/consent of the nominee;
- g) the signature of each nominator;
- h) any further documentation required by the returning officer.

Recall Ballot (contested election)

Rules difficult to apply/interpret:

Rule 29(h)	<u>National Board Member and Alternate National Board Member</u> If more than one nomination is received for an office then <u>an election of the Members in attendance shall be held at the Annual General Meeting</u> of the Branch in an election year.
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Rule 50(g)	<u>Branch Board Members</u> If the persons declared elected at the Branch Annual General Meeting in an election year are:
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Rule 50(g)(i)	less than a quorum of the number required to fill the offices referred to in Rule 43, the Returning Officer shall at the Branch Annual General Meeting in the election year call for oral nominations. Where sufficient nominations are received to meet the requirements of Rule 43, those nominees shall be declared elected. If further nominations are received and a ballot required, <u>an election of the Members in attendance shall be held at the Annual General Meeting of the Branch</u> in the election year. Save where they are inconsistent with the provisions of this rule, the terms of Rule 27(b) shall mutatis mutandis apply to such an election.
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<i>Module Rule reference (if any)</i>	N/A
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Fair Work (RO) Act 2009 Section 144	Rules to provide for elections for office by secret postal ballot. (1) Where the rules of an organisation provide for election for an office to be by a <u>direct voting system</u> , the rules must also provide that, where a ballot is required for such an election, <u>it must be a secret postal ballot</u> .
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Declaration of Results

Rules difficult to apply/interpret:

Rule 29(g)(ix)	<u>National Board Member and Alternate National Board Member</u> The result of the ballot <u>shall be declared during the Annual General Meeting</u> in an election year by the Returning Officer.
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Rule 50(d)	<u>Branch Board Members</u> Subject to subrule 50 (c), if the nominations for the offices of Branch Board Member received prior to the closing date and hour equal the number required, the Branch Returning Officer <u>shall declare elected during the Branch Annual General Meeting</u> in the election year each person nominated for such office.
Rule 50(e)	Subject to subrule 50 (c), if the nominations for any office referred to in Rule 43 received prior to the closing date and hour equal the number required the Branch Returning Officer <u>shall declare elected during the Branch Annual General Meeting</u> in the election year each person nominated for such office.
Rule 50(j)	Each person elected to a position within the Branch of the Federation shall take up that office immediately their appointment has been <u>declared by the Returning Officer during the Branch Annual General Meeting</u> in an election year.
FW (RO) Regulations 2009 Regulation 140	Declaration of result of election (s 193) (1) Within 14 days after the <u>closing day</u> of an election, the AEC must issue a declaration stating the following: (a) The total number of person..... (2) In subregulation (1), <u>closing day</u> , for an election, means: (a) if a ballot is not required—the day on which nominations for the election close; or (b) if a ballot is required—the closing day of the ballot.
Recommendation	The result of the election should be declared to candidates and the organisation within 14 days of the closing day of an election, with office holders to commence in the role after the announcement at the Branch Annual General Meeting

## Roll of Voters

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Total number of voters on the Roll:	360
Number of apparent workplace addresses:	All however this is appropriate for this organisation.
Number of non-current addresses:	None
Other matters pertaining to the roll of voters:	Nil



## Irregularities

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

Other irregularities identified, and action taken: Nil

## Other Matters

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### Notification of election

Rule 29(c)	Not less than fifty days in advance of the date fixed for the Annual General Meeting of the Branch in an election year the Branch Returning Officer <b>shall by pre-paid post:</b>
Rule 29(c)(i)	invite nominations from Voting Members of the Branch for election of one National Board Member and one Alternate National Board Member .....
Rule 50(b)(i)	Not less than fifty days in advance of the date fixed for the Annual General Meeting of the Branch in an election year the Returning Officer <b>shall by post invite nominations</b> from Members included in the Branch for election to the offices of Branch President, Branch Vice President, Branch Honorary Treasurer, Branch Board Member.....
Recommendation	Means of publications of an election notice to include an option for the Returning Officer to determine the method of delivery to members, taking into consideration the most efficient and cost effective means of distribution. (This could include emailing the election notice to members)

### Incorrect reference

Rule 29(f)	<b><u>Election of National Board Members</u></b> If only one nomination for an office of National Board Member or Alternate National Board Member is received prior to the closing date and hour, then the Returning Officer shall declare each person so nominated unopposed, as elected during the <u>National Annual General Meeting</u> in an election year.  It appears this should reference the Branch Annual General Meeting, as referenced in rule 29(h) declaring uncontested offices at the Branch Annual General Meeting.
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Commencement date

29(c) Election of National Board Members  
Not less than fifty days in advance of the date fixed for the Annual General Meeting of the Branch in an election year the Branch Returning Officer shall by pre-paid post:

50(b)(i) Branch Elections  
Not less than fifty days in advance of the date fixed for the Annual General Meeting of the Branch in an election year the Returning Officer shall by post invite nominations from Members included in the Branch for election to the offices of Branch President, Branch Vice President, Branch Honorary Treasurer, Branch Board Member, .....

Recommendation  
Modify/amend the date for the commencement of the election to allow additional time to conduct the election due to the increase delivery times for Australia Post. (Australia Posts delivery time estimates - up to 4 working days to be delivered to country location within the same state and for interstate postage up to 6 working days.)  
Consider amending rules 29(c) and 50(b)(i) to allow for nominations in a recall to be completed prior to the Annual General Meeting. Then making the appropriate amendments to any other rules referring to the conduct of a recall election.

Storage of ballot materials

Rule 50(f)(ix) ..... The Branch shall retain all ballot papers envelopes and other documents used in connection with the election and keep them in safe custody at the registered office of the Branch for a period of one year after the date of the election.

Fair Work (RO) Act 2009  
Section 199

Ballot papers etc. to be preserved  
(1) In spite of anything in the rules of an organisation or a branch of an organisation, where an election for an office in the organisation or branch is conducted by the AEC, the organisation or branch, and every officer and employee of the organisation or branch who is able to do so, and the AEC, must take such steps as are necessary to ensure that all ballot papers, envelopes, lists and other documents relevant to the election are preserved and kept by the AEC for one year after the completion of the election.

Recommendation  
The AEC securely stores the ballot materials for a period of one year after the completion of the election.

## Attachments

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- 1) Declaration of Results for Contested and Uncontested Offices – VIC
- 2) Declaration of Results for Uncontested Offices – Recall – VIC

A handwritten signature in black ink, appearing to read 'Ann Dougan', with a stylized flourish at the end.

Ann Dougan  
Returning Officer

26 September 2017



Reference: V17/124-2

Mr John Kilgour  
Chief Executive Officer  
Civil Contractors Federation  
Level 1  
322 Glenferrie Road  
Malvern VIC 3144

Dear Mr Kilgour,

Civil Contractors Federation  
Recall - Alternate National Board Member  
E2017/95

The declaration of the election for uncontested offices is attached.

The election is now complete.

Yours sincerely

Ann Dougan  
Returning Officer

21 September 2017

cc all candidates

# Civil Contractors Federation Recall - Alternate National Board Member

## Declaration of Results for Uncontested Offices

E2017/95

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.

### Victorian Branch

#### Alternate National Board Member

##### Candidates

TRAICEVSKI, Steve

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



Ann Dougan  
Returning Officer

21 September 2017



1 September 2017

Chief Executive Officer  
Civil Contractors Federation-Victorian Branch  
jkilgour@ccfvic.com.au

Dear Chief Executive Officer,

cc: ccfnat@civilcontractors.com

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

The Australian Electoral Commission has provided the Registered Organisations Commission (the ROC) a declaration of results for the election of contested and uncontested offices for Victorian Branch [E2017/95]. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

### **A notice must be published on the organisation's website**

The organisation or branch must publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the Fair Work (Registered Organisations) Regulations 2009).

### **Holders of office required to undertake approved training**

Section 293K of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires 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 are provided for in the RO Act.

### **Organisation must notify the Commission of changes**

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Civil Contractors Federation-Victorian Branch 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. A template notification of changes, which may assist you, is attached. If any change does not apply until a date in the future, you do not 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

**Christine Hibberd**  
**Registered Organisations Commission**

**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 operation:
    1. *[include name of each new branch]*
    2. ...
  - CEASED operation:
    1. *[include name of each closed branch]*

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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)



2. ...

Signed: [SECRETARY OR OTHER AUTHORISED OFFICER]

Dated: [DATE]

*[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within **35 days** of the change. It can be submitted to [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au).]*

## 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	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
National	1.1.2014	Secretary	Full Name	Full Name	c/- the Registered Organisation, postal address of Registered Organisation	Paid official
	25.12.2013	President	vacant	Full Name	As above	mechanic
...						
NSW	1.1.2014 (resigned) 7.1.2014 (appointed)	President	Full Name	Full Name	c/- the Branch, postal address of the Branch	mechanic
		Committee of Management Member	Full Name	Full Name	As above	mechanic
		Treasurer	Full Name	vacant	vacant	vacant
...						



**Reference:** V17/124-2

Mr John Kilgour  
Chief Executive Officer  
Civil Contractors Federation  
Level 1  
322 Glenferrie Road  
Malvern VIC 3144

Dear Mr Kilgour,

**Civil Contractors Federation  
Branch Board and National Board Members  
E2017/95**

The declaration of the election for contested and uncontested offices is attached.

The election is not yet complete.

Yours sincerely

Ann Dougan  
Returning Officer

1 September 2017

cc all candidates

**Civil Contractors Federation  
Branch Board and National Board Members**

## Declaration of Results for Contested and Uncontested Offices

E2017/95

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.

### Victorian Branch

Total number of names on the roll of voters	360
Ballot papers issued	360
Replacement ballot papers issued	0
<b>Total Ballot Papers Issued</b>	<b>360</b>
Ballot envelopes returned for scrutiny	71
Less ballot envelopes rejected at preliminary scrutiny	3
Adjusting balance	-1
<b>Total Ballot Papers Admitted to Scrutiny</b>	<b>67</b>
Percentage of ballot papers returned to number issued	19
Ballot papers returned as unclaimed mail	0
Ballot papers not returned	289

### Board Member (4)

<u>Candidates</u>	<u>First Preference Votes</u>	<u>Votes</u>
TREBILCO, Robert John	17	33
KARAPETSAS, Nick	5	0
ELAGHA, Mohamed Khaled	2	0
BECK, Robert	9	35
TRAICEVSKI, Steve	14	42
MILLER, Jay	18	39
Total votes	65	149
Formal ballot papers	65	65
Informal ballot papers	2	2

I declare Jay Miller, Robert Beck, Robert John Trebilco and Steve Traicevski elected.

### Branch President

#### Candidates

MAHAR, Andrew James

I declare Andrew James Mahar elected.

**Branch Vice President**

Candidates

SMITH, Clifford

I declare Clifford Smith elected.

**Branch Honorary Treasurer**

Candidates

PLUMRIDGE, John

I declare John Plumridge elected.

**National Board Member**

Candidates

MAHAR, Andrew James

I declare Andrew James Mahar elected.

**Alternate National Board Member**

Candidates

No nomination was received

No candidates elected.



Ann Dougan  
Returning Officer  
Australian Electoral Commission

25 August 2017



# DECISION

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

## Civil Contractors Federation (E2017/95)

MR ENRIGHT

MELBOURNE, 29 MAY 2017

*Arrangement for conduct of election.*

[1] On 15 and 25 May 2017 the Victorian Branch of the Civil Contractors Federation (the Branch) lodged with the Registered Organisations Commission prescribed information for an election to fill the following offices:

Branch President  
Branch Vice President  
Branch Honorary Treasurer  
Branch Board Members (4)  
National Board Member  
Alternate National Board Member

[2] The Branch did not lodge the prescribed information before the prescribed day as required by regulation 138(3) of the *Fair Work (Registered Organisations) Regulations 2009* (the regulations). The prescribed information should have been lodged by 12 May 2017. In correspondence dated 25 May 2017, the President of the Branch, Mr Domenic De-Fazio stated the delay was due to last-minute changes bringing forward the dates of the Branch and National Annual General Meetings. Mr De-Fazio advised that the Branch was provided with very little notice of the change; and that despite every attempt being made to finalise the documents prepared on Friday 12 May, the Branch was unable to obtain the necessary signatures. This delayed the lodgement of the prescribed information until Monday 15 May 2017.

[3] Having considered the reasons provided, and the fact that lodgement was in this instance delayed by only three days and across a weekend, I allow on this occasion under section 189(2) of the *Fair Work (Registered Organisations) Act 2009* (the Act) a later day for lodgement.

[4] While I have allowed a later day for lodgement in the circumstances of this application, the failure of an organisation to lodge prescribed information before the prescribed day contravenes section 189(2) of the Act and is a civil penalty provision which may be the subject of applications by the Fair Work Commission for orders in the Federal Court. I note that the Branch requested an extension of time for lodgement in its previous election E2015/168. It provided similar reasons in support of its request i.e. late changes in the scheduling of the Branch Annual General Meeting. I emphasise the importance of the Branch's compliance with the timeframes provided under regulation 138(3) and suggest that,

in future, the Branch take potential scheduled meeting changes into account when lodging its prescribed information.

[5] 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 COMMISSIONER

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CCF VICTORIAN BRANCH  
ABN 97 341 352 156

Level 1  
322 Glenferrie Road  
Malvern, VIC, 3144

P (03) 9822 0900

F (03) 9822 0022

E [ccfvic@ccfvic.com.au](mailto:ccfvic@ccfvic.com.au)

[www.ccfvic.com.au](http://www.ccfvic.com.au)

25<sup>TH</sup> May 2017

The Delegate of Commissioner  
Registered Organisations Commission  
Melbourne VIC 3001

Via Email: [regorgs@roc.gov.au](mailto:regorgs@roc.gov.au)

**RE: Request for Extension of Time for Lodgement of Prescribed Information relating to the conduct of the branch elections**

We have been advised that the lodgement detailed above was received on the 15<sup>th</sup> of May resulting in a delay of 2 days from the stipulated 60-day notice period. We very much regret the late lodgement and wish to explain the reasons for the said delay.

The branch AGM was scheduled for the 11<sup>th</sup> of September 2017. Due to a change in the scheduling of the National AGM date had to be regressed to the 1<sup>st</sup> September 2017.

This change was advised with very short notice. We finalised the lodgement on the 12<sup>th</sup> May, in spite of every possible attempt being made, we were unable to obtain the necessary signatures on the same day, which delayed the lodgement until Monday, 15<sup>th</sup> May.

We ask that you will take the above mentioned circumstances into consideration and consider granting us an extension in order to schedule the elections as per the lodgement.

Signed:

Name: Domenic De-Fazio  
Branch President  
Date: 25/05/2017



Arthur J. Gallagher  
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OFFICES IN New South Wales, Victoria, Queensland, South Australia, Western Australia, Tasmania, Northern Territory, Australian Capital Territory.

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CCFVICTORIAN BRANCH  
ABN 97 341 352 156

Level 1  
322 Glenferrie Road  
Malvern, VIC, 3144

P (03) 9822 0900

F (03) 9822 0022

E [ccfvic@ccfvic.com.au](mailto:ccfvic@ccfvic.com.au)

[www.ccfvic.com.au](http://www.ccfvic.com.au)

12<sup>th</sup> May 2017

The General Manager  
Fair Work Commission  
GPO Box 1994  
Melbourne VIC 3001

Via email: [orgs@fwc.gov.au](mailto:orgs@fwc.gov.au)

**RE: LODGEMENT OF PRESCRIBED INFORMATION IN RELATION TO AN  
ELECTION FOR OFFICE IN AN ORGANISATION**

I, Domenic De-Fazio, being the President of the Civil Contractors Federation Victoria Branch, make the following statement:

1. I am authorised to sign this statement containing prescribed information for Victoria Branch of Civil Contractors Federation.
2. The following information is lodged under subsection 189(1) of the Fair Work (Registered Organisations) Act 2009 (the RO Act).
3. The elections that are required are set out in the table in Annexure A.
4. This statement is lodged at least 2 months before nominations open for the election below.

Signed: President (Domenic De-Fazio)

Dated: 12<sup>TH</sup> May 2017



Arthur J. Gallagher  
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OFFICES IN New South Wales, Victoria, Queensland, South Australia, Western Australia, Tasmania, Northern Territory, Australian Capital Territory.

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- **ANNEXURE A**

- Elections that are required

Branch	Name of Office	Number required	Voting System  <i>Direct voting system; Collegiate electoral system</i>	Reason for Election  <i>Scheduled; Casual vacancy; New office created; Insufficient nominations</i>	Electorate
Victoria	Branch President	(1)	DVS	Scheduled	<i>Voting members attached to the Branch (Rule 50)</i>
Victoria	Branch Vice President	(1)	DVS	Scheduled	<i>Voting members attached to the Branch (Rule 50)</i>
Victoria	Branch Honorary Treasurer	(1)	DVS	Scheduled	<i>Voting members attached to the Branch (Rule 50)</i>
Victoria	National Board Member	(1)	DVS	Scheduled	<i>Voting members attached to the Branch (Rule 50)</i>
Victoria	Alternate National Board Member	(1)	DVS	Scheduled	<i>Voting members attached to the Branch (Rule 29)</i>
Victoria	Branch Board Member	(1)	DVS	Scheduled	<i>Voting members attached to the Branch (Rule 29)</i>
Victoria	Branch Board Member	(1)	DVS	Scheduled	<i>Voting members attached to the Branch (Rule 29)</i>
Victoria	Branch Board Member	(1)	DVS	Scheduled	<i>Voting members attached to the Branch (Rule 29)</i>
Victoria	Branch Board Member	(1)	DVS	Scheduled	<i>Voting members attached to the Branch (Rule 29)</i>

Important dates:

	Direct Voting System	Collegiate Electoral System
<b>Nominations OPEN on 12/07/2017</b>	<i>Not less than 50 days before date of the AGM (Rule 29(c) and Rule 50(b)(i))</i>	
<b>Nominations CLOSE on 2/08/2017</b>	<i>Not less than 30 days before date of AGM (Rule 29 (d) and Rule 50(b)(i))</i>	
<b>Roll of Voters cut-off date 5/07/2017</b>	<i>7 days before the day on which nominations open (Rule 28)</i>	