



Australian Government
Australian Industrial Registry

Level 5
11 Exhibition Street, Melbourne, VIC 3000
GPO Box 1994, Melbourne, VIC 3001
Telephone: (03) 8661 7993
Fax: (03) 9655 0410

Mr John Miller
Executive Director
Civil Contractors Federation
ACT Branch
241 Northbourne Avenue
LYNEHAM ACT 2602

Dear Mr Miller,

**Re: Schedule 1 of the Workplace Relations Act 1996 (Schedule 1)
Financial Reports for year ended 30 June 2007 - FR 2007/297**

Receipt is acknowledged of the financial reports of the Australian Capital Territory Branch of the Civil Contractors Federation for year ended 30 June 2007. The documents were lodged in the Industrial Registry on 1 November 2007.

The financial documents have been filed.

I direct your attention to the following comments concerning the above reports and the financial reporting obligations under Schedule 1. Please note that these matters are advised for assistance in the future preparation of financial reports; no further action is required in respect of the subject documents.

1. Operating Report

(a) Results of principal activities

I refer to the Operating Report, in particular to the "Operating Result". I note that subsection 254(2)(a) of Schedule 1 requires the operating report to include a review of the principal activities of the reporting entity, the results of those activities and any significant changes in the nature of those activities.

The "Operating Result" requirement contemplates reference in the operating report to results directly related to the principal activities as opposed to the reporting entities financial result, particularly as measured in dollar 'surplus' or 'loss' terms. Although this may not be stated explicitly in the text of the subsection, I think it is reasonable to infer this is what the legislators had in mind given that the subsection is referring primarily to the principal activities and secondly, the actual financial outcome is elaborated elsewhere in the financial documents, such as the Balance Sheet and/or the Profit and Loss statement.

(b) Trustees of Superannuation Entities

This requirement should also refer to members of the organisation. I suggest that the words "or member" be inserted after the words "no officer" appearing in the second line.

(c) Membership of Committee of Management:

The operating report is required to contain the name of each person who has been a member of the committee of management of the reporting unit at any time during the reporting period, and the period for which he or she held such a position - refer regulation 159(c) of the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003 (the RAO Regulations).

The operating report should have provided the positions which members of the committee of management held during the reporting period.

(d) Significant changes in financial affairs

The report must give details of any significant changes in the reporting unit's financial affairs during the year. If the reporting unit did not experience any significant changes a statement to that effect should be made.

2. Auditor's Report

(a) Auditor's Opinion

The opinion expressed by the auditor in their report has not fully met the requirements of the Act. Section 257(5) of Schedule 1 now sets out the matters on which an auditor is required to state an opinion. An acceptable wording would be as follows:

"In our opinion the general purpose financial report presents fairly in accordance with applicable Australian Accounting Standards and other mandatory professional reporting requirements in Australia and the requirements of Schedule 1."

(b) Auditor's Qualifications

It is not clear from the Report whether or not the Auditor is an approved auditor. In this regard I draw your attention to the definition of approved auditor in regulation 4 of the RAO Regulations. In all likelihood the Auditor is such a person however, it is our preference that this is made explicit in the Report. I recommend you draw this comment to the attention of your Auditors

3. Notes to the Financial Statements

I note that the third paragraph of Note 1 refers to the Master Builders Association of the ACT. Such reference should be to the reporting unit i.e. the Civil Contractors Federation of Australia ACT Branch.

4. Committee of Management Statement

(a) Affairs managed in accordance with rules and consistency with other reporting units

Paragraph 25 of the Industrial Registrar's Reporting guidelines, as made under section 255 of Schedule 1 states:

"The committee of management statement must include declarations by the committee of management as to whether in the opinion of the committee of management:

.....

(e)(ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned:

.....

(e)(iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation;

There appears to be no information in the statement addressing Items 25(e)(ii) and (iv) of the Industrial Registrar's Reporting Guidelines.

It should be noted that the Committee of Management Statement must address all the requirements stipulated in the Industrial Registrar's Guidelines.

Future Committee of Management's statements should include all required information.

(b) Signatory

Please note that under Reporting Guideline 26(c) for the purposes of section 253 of Schedule 1 this Statement need only be signed by a designated officer (see section 243).

(c) Dating and signing of documents

It is noted that the Committee of Management Statement is undated.

All documents should be dated as a matter of course.

5. Notice to Members

I note that the notice to members provides the provisions of section 274 of the Workplace Relations Act 1996. The accounts should set out the provisions of subsections 272(1), (2) and (3) of Schedule 1.

I advise that the Industrial Registrar attaches importance to reporting units both fully satisfying the obligations under Schedule 1 and to those obligations being discharged within the requisite timeframes.

Electronic Lodgment

I encourage you to take advantage of the electronic lodgment service provided by the Registry for future lodgements. You may register as a user and then lodge your documents via the Electronic Lodgment page of the AIRC website at www.airc.gov.au. Alternatively, you may send an email with the documents attached to riateam3@air.gov.au

Should you wish to discuss any of the matters raised in this letter, I may be contacted on (03) 8661 7993 or by email at larry.powell@air.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'L Powell'.

Larry Powell
Statutory Services Branch

19 November 2007



CIVIL CONTRACTORS FEDERATION

Formerly Australian Earthmovers & Road Contractors Federation

ACT BRANCH:

241 Northbourne Avenue, Lyncham ACT 2602
GPO Box 3022, Canberra, ACT 2601
Telephone: (06) 247 2099. Facsimile: (06) 249 8374.

FJG:LRB

24 October 2007

Mr. Larry Powell,
Statutory Services Branch,
Australian Industrial Registry,
GPO Box 1994S,
MELBOURNE VIC. 3001

Dear Mr. Powell,

I enclose for filing in accordance with the Financial Reporting Requirements of the Workplace Relations Act 1996 two copies of financial documents of the Civil Contractors Federation - ACT.

The attached documents incorporate:

- Operating Report
- Committee of Management Statement
- Independent Audit Report to Members
- Statement of Financial Performance
- Statement of Financial Position
- Statement of Cash Flows
- Notes to the Financial Statements
- Certificate of Secretary or other authorised officer; and

All matters concerning the Civil Contractors Federation of the ACT are handled by the Master Builders Association of the ACT.

The documents were provided to members on 17 September 2007 and then presented and accepted by members at the Annual General Meeting held on 9 October 2007.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'John Miller', is written over a large, faint circular outline.

John Miller
Executive Director

Encls.

CIVIL CONTRACTORS FEDERATION A.C.T BRANCH

FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2007

CIVIL CONTRACTORS FEDERATION A.C.T BRANCH
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007

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CIVIL CONTRACTORS FEDERATION ACT BRANCH COMMITTEE'S REPORT

Your committee members submit the financial report of the Civil Contractors Federation ACT Branch (the Branch) for the financial year ended 30 June 2007.

Committee Members

The names of committee members throughout the year and at the date of this report are:

Michael De Simone
Geoff Hewatt
Peter Middleton

Graham Reilly
David Deeble
Nick Zardo

Principal Activities

The principal activities of the Branch during the financial year were to promote, protect and advance the interests of its members engaged in any manner of civil construction industry and such activities as are ancillary to the Civil Construction Industry.

Right of Members to Resign

As required to be disclosed by section 174 of the RAO, in accordance with Rule 9 of the Branch's rules a member has the right to resign from the Branch.

Superannuation Trustees

As required to be disclosed by the RAO Schedule (*of the Workplace Relations Act 1996*), no officer of the Branch holds any position in relation to acting as a trustee of a superannuation entity or exempt public sector superannuation scheme, where a criterion for the officer holding such a position is that the officer is an officer of a registered organisation.

Significant Changes

No significant change in the nature of these activities occurred during the year.

Number of Members

The number of persons who, at the end of the financial year, were recorded on the Register of Members was 22.

Number of Employees

The number of persons who were, at the end of the financial year, employees of the Association was Nil, measured on a full time equivalent basis.

**COMMITTEE'S REPORT
FOR YEAR ENDED 30 JUNE 2007 (continued)**

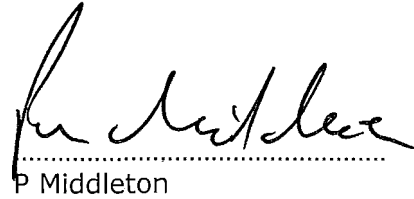
Operating result

The profit after providing for income tax amounted to \$2,677 (2006: \$6,203).

Signed in accordance with a resolution of the Members of the Committee passed on 6 August 2007.



M. De Simone
President



P Middleton

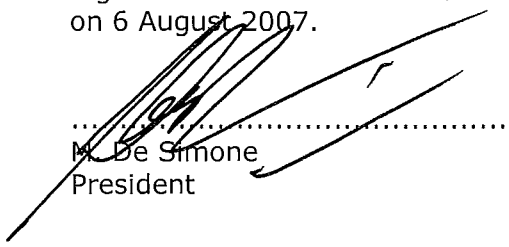
Dated this.....23rd.....day of.....August.....2007

**CIVIL CONTRACTORS FEDERATION ACT BRANCH
STATEMENT BY MEMBERS OF THE COMMITTEE**

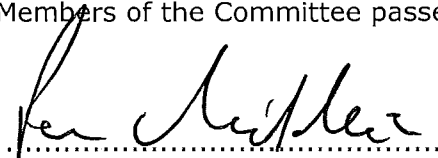
We M. De Simone and P. Middleton, being two members of the Committee of the Civil Contractors Federation A.C.T Branch, do state on behalf of the Committee that in the opinion of the Committee:

- (1) The financial statements and notes comply with the Australian Accounting Standards, mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board;
- (2) The financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (3) The financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (4) At the date of this report there are reasonable grounds to believe that the Civil Contractors Federation A.C.T Branch will be able to pay its debts as and when they fall due; and
- (5) During the financial year to which the financial report relates and since the end of that year:
 - (i) Meetings of the Committee were held in accordance with the rules of the organisation; and
 - (ii) The financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - (iii) The information sought in any request of a member of the organisation or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or the Registrar; and
 - (iv) There has been compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

Signed in accordance with a resolution of the Members of the Committee passed on 6 August 2007.



.....
M. De Simone
President



.....
P Middleton



INDEPENDENT AUDIT REPORT TO THE MEMBERS OF CIVIL CONTRACTORS FEDERATION A.C.T BRANCH

WALTERTURNBULL
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Report on the Financial Report

We have audited the accompanying financial report of Civil Contractors Federation A.C.T Branch (the Branch) which comprises the balance sheet as at 30 June 2007 and the income statement, statement of recognised income and expenditure and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the statement by the members of the Committee.

Committee's Responsibility for the Financial Report

The Committee of the Branch is responsible for the preparation and fair presentation of the financial report in accordance with the *Workplace Relations Act 1996*. This responsibility includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud and error; selecting and applying accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conduct our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the board, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

WalterTurnbull Building
44 Sydney Avenue
Barton ACT 2600
GPO Box 1955
Canberra ACT 2601
Tel 02 6247 6200
Fax 02 6257 6655
www.walturn.com.au
walterturnbull@walturn.com.au
A division of
WalterTurnbull Pty Ltd
ABN 97 099 740 879

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Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

Auditor's Opinion

In our opinion the financial report of Civil Contractors Federation A.C.T Branch is in accordance with applicable Australian Accounting Standards and the provisions of the *Workplace Relations Act 1996* including:

- i. giving a true and fair view of the Association's financial position as at 30 June 2007 and of their performance for the year ended that date;
- ii. complying with Australian Accounting Standards other mandatory professional reporting requirements and the requirements of the RAO Schedule of the *Workplace Relations Act 1996*; and
- iii. proper accounting records and other records have been kept by Civil Contractors Federation A.C.T Branch as required by the *Workplace Relations Act 1996*.

A.B. Papps
Registered Company Auditor
WalterTurnbull
Canberra, ACT
Dated this

24th day of AUGUST 2007

WalterTurnbull Building
44 Sydney Avenue
Barton ACT 2600
GPO Box 1955
Canberra ACT 2601
Tel 02 6247 6200
Fax 02 6257 6655
www.walturn.com.au
walterturnbull@walturn.com.au
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CIVIL CONTRACTORS FEDERATION ACT BRANCH

**INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2007**

	Note	2007	2006
		\$	\$
Revenue	2	13,710	15,958
ACT State Contribution		(6,305)	(5,368)
Audit Fees		(2,200)	(2,100)
Bank Charges		(32)	(36)
Insurances		(625)	(673)
Meeting costs		(519)	(1,062)
Travel Expenses		(826)	(195)
Other expenses		(526)	(321)
Profit from operations		<u>2,677</u>	<u>6,203</u>

The accompanying notes form part of this financial report.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**BALANCE SHEET
AS AT 30 JUNE 2007**

	Note	2007 \$	2006 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	4	28,998	25,547
Trade and other receivables	5	<u>660</u>	<u>1,980</u>
TOTAL CURRENT ASSETS		<u>29,658</u>	<u>27,527</u>
TOTAL ASSETS		<u>29,658</u>	<u>27,527</u>
CURRENT LIABILITIES			
Trade and other payables	6	<u>2,685</u>	<u>3,231</u>
TOTAL CURRENT TAX LIABILITIES		<u>2,685</u>	<u>3,231</u>
TOTAL LIABILITIES		<u>2,685</u>	<u>3,231</u>
NET ASSETS		<u>26,973</u>	<u>24,296</u>
EQUITY			
Retained earnings		<u>26,973</u>	<u>24,296</u>
TOTAL EQUITY		<u>26,973</u>	<u>24,296</u>

The accompanying notes form part of this financial report.

CIVIL CONTRACTORS FEDERATION ACT BRANCH
STATEMENT OF RECOGNISED INCOME AND EXPENSE
FOR THE YEAR ENDED 30 JUNE 2007

	Retained Earnings	Total
	\$	\$
Balance at 1 July 2005	18,093	18,093
Profit attributable to members	6,203	6,203
Balance at 30 June 2006	24,296	24,296
Profit attributable to members	2,677	2,677
Balance at 30 June 2007	26,973	26,973

The accompanying notes form part of this financial report.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2007**

	Note	2007	2006
		\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers		16,308	18,084
Interest received		446	250
Payments to suppliers and employees		(13,303)	(14,589)
		<hr/>	<hr/>
Net cash provided by operating activities	8	3,451	3,745
		<hr/>	<hr/>
Net increase in cash held		3,451	3,745
Cash at beginning of year		25,547	21,802
		<hr/>	<hr/>
Cash at end of year	4	28,998	25,547
		<hr/>	<hr/>

The accompanying notes form part of this financial report.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the *Workplace Relations Act 1996*.

The financial report covers Civil Contractors Federation ACT Branch as an individual entity. The Civil Contractors Federation ACT Branch is a branch incorporated in the Australian Capital Territory under the *Workplace Relations Act 1996*.

The financial report of the Master Builders Association of the ACT as an individual entity complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety.

The following is a summary of the material accounting policies adopted by the Association in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

Reporting Basis and Conventions

The financial report has been prepared on an accruals basis and is based on historical costs modified by the revaluation of selected non-current assets, and financial assets and financial liabilities for which the fair value basis of accounting has been applied.

A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application. The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit. A reporting unit must comply with an application made under subsection (1).

Subsection 254 (2) (c) of the *Workplace Relations Act 1996* requires the operating report to "give details" of the right of members to resign from the reporting unit under section 174 of the RAO Schedule. The requirement may be met by the inclusion of a statement that a member has the right to resign and a reference to the relevant rule, which makes such provision. Alternatively, the complete text of the relevant resignation rule may be reproduced in the report. It would appear in this case that rule 9 of the organisation's rules is applicable.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Reporting Basis and Conventions (Continued)

The report must give details (including details of the position held) of any officer or member of the reporting unit who is:

- (i) a trustee of a superannuation entity or an exempt public sector superannuation scheme; or
- (ii) a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme; and

where a criterion for the officer or member being the trustee or director is that the officer or member is an officer or member of a registered organisation.

Accounting Policies

a. Income Tax

No provision for income tax is necessary as the Branch is exempt under Section 50-15 of the *Income Tax Assessment Act 1997*.

b. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

c. Revenue

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

All revenue is stated net of the amount of goods and services tax (GST).

d. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the balance sheet are shown inclusive of GST.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d. **Goods and Services Tax (GST) (Continued)**

Cash flows are presented in the cash flow statement on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

e. **Comparative Figures**

Where required by Accounting Standards comparative figures have been adjusted to conform to changes in presentation for the current financial year.

NOTE 2. REVENUE

	2007	2006
	\$	\$
Sales Revenue		
- Subscriptions	12,600	14,900
- Licence fees	-	651
- Sundry income	664	157
	<u>13,264</u>	<u>15,708</u>
Other Revenue		
- Interest received	446	250
	<u>446</u>	<u>250</u>
Total Revenue	<u>13,710</u>	<u>15,958</u>

NOTE 3. AUDITOR'S REMUNERATION

Remuneration of auditor for auditing the financial report	2,200	2,100
	<u>2,200</u>	<u>2,100</u>

NOTE 4. CASH AND CASH EQUIVALENTS

Cash at bank	<u>28,998</u>	<u>25,547</u>
	<u>28,998</u>	<u>25,547</u>

Reconciliation of cash

Cash at the end of the financial year as shown in the cash flow statement is reconciled to items in the balance sheet as follows:

Cash and cash equivalents	<u>28,998</u>	<u>25,547</u>
	<u>28,998</u>	<u>25,547</u>

CIVIL CONTRACTORS FEDERATION ACT BRANCH

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2007**

NOTE 5. TRADE AND OTHER RECEIVABLES

CURRENT		
Trade Debtors	<u>660</u>	<u>1,980</u>
	<u>660</u>	<u>1,980</u>

NOTE 6. TRADE AND OTHER PAYABLES

CURRENT		
Trade creditors and accruals	2,778	2,100
GST Payable	<u>(93)</u>	<u>1,131</u>
	<u>2,685</u>	<u>3,231</u>

NOTE 7: RELATED PARTY TRANSACTIONS

The committee Members did not receive any remuneration in connection with services provided.

Transactions between the Branch and Committee Member related entities are on normal commercial terms.

NOTE 8: CASH FLOW INFORMATION

	2007	2006
	\$	\$
Reconciliation of Cash Flow from Operations with Profit		
Profit	2,677	6,203
Cash Flows excluded from profit attributable to operating activities		
Changes in assets and liabilities		
— Decrease in trade and other debtors	1,320	557
— (Decrease) in trade and other payables	<u>(546)</u>	<u>(3,015)</u>
	<u>3,451</u>	<u>3,745</u>

NOTE 9: FINANCIAL INSTRUMENTS

a. Financial Risk Management

The Branch's financial instruments consist mainly of deposits with banks, local money market instruments, short-term investments, accounts receivable and payable.

The Branch does not have any derivative instruments at 30 June 2007.

CIVIL CONTRACTORS FEDERATION ACT BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

Note 9: Financial Instruments (Continued)

i. Credit Risk

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements.

The Branch does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by the Branch.

The Branch is not exposed to any other financial risk.

b. Interest Rate Risk

The Branch's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on those financial assets and financial liabilities, is as follows:

	Weighted Average Effective Interest Rate		Floating Interest Rate	
	2007	2006	2007	2006
	%	%	\$	\$
Financial Assets:				
Cash and cash equivalents	1.6	1.6	28,998	25,547
Total Financial Assets	1.6	1.6	28,998	25,547
	Within 1 Year		1 to 5 Years	
	2007	2006	2007	2006
	%	%	\$	\$
Financial Assets:				
Cash and cash equivalents	28,998	25,547	-	-
Total Financial Assets	28,998	25,547	-	-

CIVIL CONTRACTORS FEDERATION ACT BRANCH

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007

NOTE 10: ASSOCIATION DETAILS

The registered office of the company is:

Civil Contractors Federation ACT Branch
241 Northbourne Avenue
Lyneham ACT 2607

The principal places of business is:

Civil Contractors Federation ACT Branch
241 Northbourne Avenue
Lyneham ACT 2607

NOTE 11: SEGMENT REPORTING

The Branch operates predominately in one business and geographical segment, being within the ACT, promoting, protecting and advancing the interests of its members engaged in any manner of civil construction industry and such activities as are ancillary to the Civil Construction Industry.

NOTE 12: PRESCRIBED DISCLOSURE UNDER s272 (5) OF THE RAO SCHEDULE

As per s272(5) of the RAO Schedule (to the *Workplace Relations Act 1996*) the Branch gives the following notice to its members:

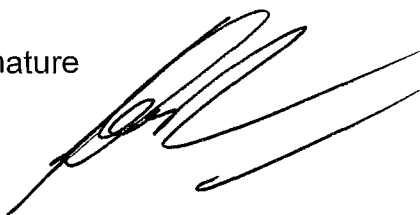
- 1) A member of the Branch, or a Registrar, may apply to the Branch for specified prescribed information in relation to the Branch under s272(1).
- 2) The Branch shall, on application made under subsection 272(1) by a member of the Branch or a Registrar, make specified information available to the member or Registrar in such manner, and within such time, as is prescribed under s272(2).
- 3) A Registrar may only make an application under subsection 272(1) at the request of a member of the Branch, and the Registrar shall provide to a member information received because of an application made at the request of the member under s272(3).

Certificate of Secretary or other Authorised Officer

I, Michael De Simone being the Branch President, of the Civil Contractors Federation - A.C.T. Branch certify:

- That the documents lodged herewith are copies of the full report, referred to in s268 of the RAO Schedule; and
- That the full report, was provided to members on 17 September 2007; and
- That the full report was presented to a general meeting of members of the reporting unit on 9 October 2007; in accordance with section 266 of the RAO Schedule.

Signature

A handwritten signature in black ink, appearing to read 'Michael De Simone', with a long horizontal flourish extending to the right.

Date: 24 October 2007