

GEN 18/14
5.3-300

12th April 2018

Mr Chris Enright,
Executive Director,
Registered Organisations Commission,
GPO Box 2983,
MELBOURNE, VIC. 3001
By email: regorgs@roc.gov.au

Dear Mr. Enright,

**RE: CEPU COMMUNICATIONS DIVISION – DIVISIONAL CONFERENCE
OPERATING REPORTS AS AT 31 MARCH 2010 TO 31 MARCH 2016
– REPORTING OF MEMBERSHIP NUMBERS**

I refer to the above and enclose by way of lodging:

- Declaration correcting the membership figures reported in the Divisional Conference operating reports for the reporting periods ending 31 March 2010 to 31 March 2016.

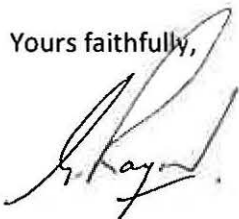
As you are aware, the CEPU has instigated independent audits of the membership figures reported in Divisional Committee of Management divisional operating reports.

As a consequence of these audits, the Divisional Executive, in a meeting held on 11 April 2018, authorised the submission of a declaration to the Registered Organisations Commission (ROC) to correct the figures reported in the operating reports for the total divisional members for the reporting periods ending 31 March 2010 to 31 March 2016.

These amended figures have now been published to our website for the information of members.

Please do not hesitate to contact me should you wish to discuss this matter.

Yours faithfully,



Greg Rayner,
DIVISIONAL SECRETARY.

Enc.

Level 9, 365 Queen Street, Melbourne Vic 3000 (Australia)

cwu.org.au

P (03) 9349 2100

F (03) 9642 0333

E cwu@cwu.org.au

ABN 22 401 014 998 A Division of CEPU

Shane Murphy Divisional President
John O'Donnell Divisional Assistant Secretary (Telecommunications)
Bernie Clarke Divisional Vice-President

Greg Rayner Divisional Secretary
Nicole Robinson Divisional Assistant Secretary (Postal)
Elly Huttly Divisional Vice-President (AA)

Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing
and Allied Services Union of Australia

Fair Work (Registered Organisations) Act 2009

**DECLARATION - CORRECTING REPORT TO
CEPU Communications Division – Divisional Council
OPERATING REPORT
lodged pursuant to s.268**

I, Greg Rayner, of 365 Queen Street, Melbourne, in the state of Victoria 3000, declare:

- I am the Divisional Secretary of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communication Division, a division of an organisation registered under the *Fair Work (Registered Organisations) Act 2009* (the Act).
- Pursuant to s.268 of the Act, for the periods ended 31 March 2010 to 31 March 2016, the full financial reports, including the operating reports, of the branch were lodged with the Fair Work Commission (FWC) in FR2010/2512, FR2011/2511, FR2012/209, FR2013/114, FR2014/57, FR2015/59 and FR2016/58 respectively.
- Independent audits of the membership figures reported in the divisional committee of management operating reports for the reporting periods 31 March 2010 to 31 March 2016 found the following variances with the figures reported in the operating reports:

As at 31 Mar	2010	2011	2012	2013	2014	2015	2016
Reported	26,246	26,051	24,818	24,494	23,664	23,007	23,125
Audited	28,852	27,398	26,111	25,592	24,574	23,819	22,899
Variance	2,606	1,347	1,293	1,098	910	812	226

- On 11 April 2018, in response to the findings of the audits, the Divisional Executive authorised the Divisional Secretary to amend the divisional committee of management operating reports for the years ended 31 March 2010 to 31 March 2016 to reflect the membership figures resulting from the audits.

Signed:



Name: **Mr Greg Rayner**

Date: 12/4/18.



29 October 2015

Mr Greg Raynor
Divisional Secretary
Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied
Services Union of Australia-Communications Division
Level 9, 365 Queen Street
Melbourne VIC 3000

via e-mail: cddo@cepu.asn.au

Dear Mr Raynor

**Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied
Services Union of Australia-Communications Division
Financial Report for the year ended 31 March 2015 - FR2015/59**

I acknowledge receipt of the financial report for the year ended 31 March 2015 for the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia-Communications Division. The financial report was lodged with the Fair Work Commission (FWC) on 16 October 2015.

The financial report has now been filed. You are not required to take any further action in respect of the report lodged.

The financial report was filed based on a primary review. This involved confirming that the financial reporting timelines required under s.253, s.265, s.266 and s.268 of the *Fair Work (Registered Organisations) Act 2009* (RO Act) have been satisfied, all documents required under s.268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and Reporting Guidelines have been complied with. A primary review does not examine all disclosure requirements.

Please note that next financial report may be subject to an advanced compliance review.

Reporting Requirements

The FWC website [\[Financial Reporting\]](#) contains a number of factsheets on the financial reporting process and timelines. The most recent copy of the Reporting Guidelines and a model set of financial statements can also be found. The FWC recommends using the model statements to help comply with the *Fair Work (Registered Organisations) Act 2009*, the s.253 Reporting Guidelines and the Australian Accounting Standards.

Should you wish to discuss the matters raised in this letter, or if you require further information on the financial reporting requirements of the Act, I may be contacted on (03) 8661 7675 or via email at ken.morgan@fwc.gov.au

Yours sincerely

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

Ken Morgan
Financial Reporting Advisor
Regulatory Compliance Branch

GEN 15/107
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16 October, 2015.

The General Manager,
Fair Work Commission,
Level 8, Terrace Towers,
80 William Street,
EAST SYDNEY. NSW. 2011.
By email: orgs@fwc.gov.au

Dear General Manager,

**RE: LODGEMENT OF 2015 FINANCIAL REPORTS OF THE
COMMUNICATIONS DIVISION OF THE CEPU**

Please find enclosed a copy of the 2015 full financial report for the Communications Division of the CEPU, together with the Secretary's certificate in accordance with s268 of the RAO Schedule.

Would you kindly advise if you need any further information.

Yours faithfully,



Greg Rayner,
DIVISIONAL SECRETARY.

Enc.

gr:kr

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Nicole Robinson Divisional Assistant Secretary (Postal)
Lisa-Maree Bahls Divisional Vice-President (AA)

Certificate of Secretary or other Authorised Officer
s268 of Fair Work (Registered Organisations) Act 2009.

ANNUAL ACCOUNTS 2015

I, Greg Rayner, being an Officer of the Communications Division of the CEPU certify that:

1. The document lodged herewith is a copy of the 2015 full report referred to in s268 of the Fair Work (Registered Organisations) Act 2009. (Attachment 1);
2. On 22 September 2015, the full report was presented to the Communications Division Divisional Executive (Branch Committee of Management of the Reporting Unit). The Divisional Executive adopted the Committee of Management Certificate on this date.

I was authorised to sign the Committee of Management Certificate and did so on 22 September 2015.

3. The Audit Certificate was then signed by the Auditor on 22 September 2015.
4. The full report was posted on the Communications Division website (www.cwu.org.au) on 22 September 2015.
5. The full report was presented to the Communications Division Divisional Executive (Branch Committee of Management of the Reporting Unit) on 14 October 2015 in accordance with Section 266(3). The full report was formerly adopted on this date.
6. I attach a statement of Loans and Donations made pursuant to s237 of the *Fair Work (Registered Organisations) Act 2009* as provided to the General Manager dated 13 April 2015 (Attachment 2).

Signature:



Greg Rayner,
DIVISIONAL SECRETARY

Date: 16 October 2015.

ATTACHMENT 1

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC,
ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF
AUSTRALIA, COMMUNICATIONS DIVISION,
DIVISIONAL CONFERENCE
ABN 22 401 014 998**

**FINANCIAL REPORT
FOR THE YEAR ENDED
31 MARCH 2015**

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,
DIVISIONAL CONFERENCE**

ABN 22 401 014 998

OPERATING REPORT

In accordance with Section 254 of the Fair Work (Registered Organisations) Act 2009 ("Act") the Committee of Management present their Operating Report on Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications division, Divisional Conference ("the Union"), the relevant Reporting Unit for the financial year ended 31 March 2015.

Principal Activities

The principal activities of the Union during the financial year were to provide industrial and organising services to each of the Branches of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications division, Divisional Conference and their members, consistent with the objectives of the National Council and particularly the objective of protecting and improving the interests of the various Branches and their members.

Operating Result

The operating profit of the Union for the financial year was \$84,793 (2014: \$116,879). No provision for tax was necessary as the Union is exempt from income tax. We have achieved another surplus this year and the Divisional Office accounts remain in good order. Barring unexpected expenditure, the budget for the year proposes a further surplus in this financial year

Significant change

There were no significant changes in the principal activities or financial affairs of the Union during the financial year.

Rights of Members

Pursuant to the Reporting Unit Rule 21 and Section 174 of the Fair Work (Registered Organisations) Act 2009, members have the right to resign from membership by providing written notice addressed to and delivered to the Secretary of the Reporting Unit.

A notice of resignation from membership of the Union takes effect:

- (a) where the member ceases to be eligible to become a member of the Union
 - (i) on the day on which the notice is received by the Union
 - (ii) on the day specified in the notice which is a day not earlier than the day when the member ceases to be eligible to become a member;whichever is the later, or

- (b) in any other case:
 - (i) at the end of two weeks after the notice is received by the Union, or
 - (ii) on the day specified in the noticewhichever is the later.

Superannuation Officeholders

The following officers of the Union hold an Alternate Directorship of an Australian Superannuation Fund :

Name	Fund Name	Fees received by officer	Fees included in the union's revenue
Jim Metcher	Australian Post Superannuation Scheme	\$33,415	-
Burt Blackburn	Comcare	\$10,062	\$10,062
Dan Dwyer	Australian Post Superannuation Scheme	\$60,677	\$60,677
Carol Gee	Telstra Superannuation Scheme	\$52,510	\$52,510

No other officer or member of the Union is:

- (a) is a trustee of a superannuation entity or an exempt public sector superannuation scheme; or
- (b) a director of a company that is a trustee of a superannuation entity or an exempt public sector superannuation scheme.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,
DIVISIONAL CONFERENCE
ABN 22 401 014 998**

OPERATING REPORT continued

Other Prescribed Information

In accordance with Regulation 159 of the Fair Work (Registered Organisations) Regulations 2009 ("Regulations"):

- (a) the number of persons that were, at the end of the financial year to which the report relates, recorded in the register of members for Section 230 of the Act and who are taken to be members of the Union under section 244 of the Act was 23,007 (2014: 23,664)
- (b) the number of persons who were, at the end of the financial year to which the report relates, employees of the Union, where the number of employees includes both full-time and part-time employees, measured on a full-time equivalent basis was 12.
- (c) the names of each person who have been a member of the Committee of Management (Divisional Executive) of the Union at any time during the reporting period, and the period for which he or she held such a position were;

Name	Position
S. Murphy (term began 1 August 2015)	Divisional President (Honorary)
G. Rayner (term began 1 August 2015)	Divisional Secretary
B. Clarke (term began 1 August 2015)	Divisional Vice-President
J. O'Donnell (term began 1 August 2015)	Divisional Assistant Secretary
N. Robinson (term began 1 August 2015)	Divisional Assistant Secretary
L. Bahls (term began 1 August 2015)	Affirmative Action (Honorary)
L. Cooper (term ended 31 July 2015)	Divisional President (Honorary)
D. Dwyer (term ended 31 July 2015)	Divisional Secretary
M. Royeca (term ended 31 July 2015)	Divisional Vice-President
K. Hardisty (term ended 31 July 2015)	Divisional Assistant Secretary
M. O'Nea (term ended 31 July 2015)	Divisional Assistant Secretary
S. Riley (term ended 31 July 2015)	Affirmative Action
A. Jansen	Telecommunication and Service
J. Perkins (term began 1 August 2015)	Telecommunication and Service
J. Ellery	Telecommunication and Service
M. Parker	Telecommunication and Service
J. Metcher	Postal and Telecommunications
S. Murphy	Postal and Telecommunications
J. Doyle	Postal and Telecommunications
V. Butler	Postal and Telecommunications

Communications Divisional Branch Representatives:

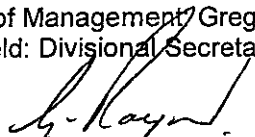
P. Hughes	B. McVee
P. Miller	G. Colbeck
N. Tredrea (term began 1 August 2015)	N. Townsend (term began 1 August 2015)
B. Kershaw (term began 1 August 2015)	S. Butterworth (term ended 31 July 2015)
G. Lorrain (term ended 31 July 2015)	J. O'Donnell (term ended 31 July 2015)

Committee members have been in office since the start of the financial year to the date of this report unless otherwise stated.

Signed in accordance with a resolution of the Committee of Management.

For Committee of Management ~~Greg Rayner~~
Title of Office held: Divisional Secretary

Signature:



Dated:
Melbourne

22/9/15.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,
DIVISIONAL CONFERENCE
ABN 22 401 014 998**

**COMMITTEE OF MANAGEMENT STATEMENT
FOR THE PERIOD ENDED 31 MARCH 2015**

On the 22 September 2015 the Committee of Management of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communication Division, Divisional Conference passed the following resolution in relation to the general purpose financial report (GPRF) for the year ended 31 March 2015:

The Committee of Management declares that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the General Manager;
- (c) 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;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable; and
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
 - (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; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RO Act; and
 - (iv) where the organisation consists of two or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner with each of the other reporting units of the organisation; and
 - (v) where information has been sought in any request by a member of the reporting unit or General Manager duly made under section 272 of the RO Act has been provided to the member or General Manager; and
 - (vi) where any order for inspection of financial records has been made by the Fair Work Commission under section 273 of the RO Act, there has been compliance.
- (f) no revenue has been derived from undertaking recovery of wages activity during the reporting period.

Signature of designated officer



Name and title of designated officer: Greg Rayner – Divisional Secretary

Dated: 22 September 2015

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,
DIVISIONAL CONFERENCE
ABN 22 401 014 998**

**STATEMENT OF PROFIT AND LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 MARCH 2015**

	Notes	2015 \$	2014 \$
Revenue			
Membership subscription		-	-
Capitation fees	3A	1,986,961	2,103,229
Levies	3B	-	-
Interest	3C	279,278	292,568
Rental revenue	3D	-	-
Other revenue		279,376	158,655
Total revenue		2,545,615	2,554,452
Other Income			
Grants and/or donations	3E	-	-
Share of net profit from associate	6E	-	-
Net gains from sale of assets	3F	-	-
Total other income		-	-
Total income		2,545,615	2,554,452
Expenses			
Employee expenses	4A	1,530,192	1,423,914
Capitation fees	4B	-	-
Affiliation fees	4C	157,921	170,530
Administration expenses	4D	451,842	511,735
Grants or donations	4E	-	-
Depreciation and amortisation	4F	74,452	83,040
Finance costs	4G	-	-
Legal costs	4H	171,985	114,127
Audit fees	14	33,505	30,000
Share of net loss from associate	6E	-	-
Write-down and impairment of assets	4I	40,925	104,227
Net losses from sale of assets	4J	-	-
Other expenses	4K	-	-
Total expenses		2,460,822	2,437,573
Profit for the year		84,793	116,879
Other comprehensive income			
Items that will not be subsequently reclassified to profit or loss		-	-
Gain on revaluation of land & buildings		-	-
Total comprehensive income for the year		84,793	116,879

The above statement should be read in conjunction with the notes.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,
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ABN 22 401 014 998**

**STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2015**

	Notes	2015 \$	2014 \$
ASSETS			
Current Assets			
Cash and cash equivalents	5A	8,160,069	8,214,479
Trade and other receivables	5B	763,063	582,899
Other current assets	5C	8,319	6,374
Total current assets		8,931,451	8,803,752
Non-Current Assets			
Land and buildings	6A	2,315,325	2,377,968
Plant and equipment	6B	37,911	43,525
Investment Property	6C	-	-
Intangibles	6D	-	-
Investments in associates	6E	-	-
Other investments	6F	-	-
Other non-current assets	6G	-	-
Total non-financial assets		2,353,236	2,421,493
Total assets		11,284,687	11,225,245
LIABILITIES			
Current Liabilities			
Trade payables	7A	161,157	174,254
Other payables	7B	78,416	197,311
Employee provisions	8A	886,983	780,342
Total current liabilities		1,126,556	1,151,907
Non-Current Liabilities			
Employee provisions	8A	-	-
Other non-current liabilities	9A	-	-
Total non-current liabilities		-	-
Total liabilities		1,126,556	1,151,907
Net assets		10,158,131	10,073,338
EQUITY			
General funds	10A	5,514,648	5,514,648
Asset revaluation reserve		-	-
Retained earnings (accumulated deficit)		4,643,483	4,558,690
Total equity		10,158,131	10,073,338

The above statement should be read in conjunction with the notes.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,
DIVISIONAL CONFERENCE
ABN 22 401 014 998**

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 31 MARCH 2015**

	Notes	Retained earnings general fund \$	Retained earnings special fund \$	Retained earnings international fund \$	Retained earnings members benefit campaign fund \$	Total equity \$
Balance as at 1 April 2013		4,441,811	5,283,243	(4,669)	236,074	9,956,459
Adjustment for errors		-	-	-	-	-
Adjustment for changes in accounting policies		-	-	-	-	-
Profit for the year		116,879	-	-	-	116,879
Other comprehensive income for the year		-	-	-	-	-
Transfer to/from	10A	-	-	-	-	-
Transfer from retained earnings		-	-	-	-	-
Closing balance as at 31 March 2014		<u>4,558,690</u>	<u>5,283,243</u>	<u>(4,669)</u>	<u>236,074</u>	<u>10,073,338</u>
Adjustment for errors			-	-	-	-
Adjustment for changes in accounting policies			-	-	-	-
Profit for the year		84,793	-	-	-	84,793
Other comprehensive income for the year			-	-	-	-
Transfer to/from	10A		-	-	-	-
Transfer from retained earnings			-	-	-	-
Closing balance as at 31 March 2015		<u>4,643,483</u>	<u>5,283,243</u>	<u>(4,669)</u>	<u>236,074</u>	<u>10,158,131</u>

The above statement should be read in conjunction with the notes.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,
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ABN 22 401 014 998**

**STATEMENT OF CASH FLOW
FOR THE YEAR ENDED 31 MARCH 2015**

	Notes	2015 \$	2014 \$
OPERATING ACTIVITIES			
Cash received			
Receipts from other reporting units/controlled entity(s)	11B	2,096,473	2,044,153
Interest		296,403	322,122
Other		141,693	172,560
Cash used			
Employees		(1,423,551)	(1,438,704)
Suppliers		(1,126,787)	(797,739)
Payment to other reporting units/controlled entity(s)	11B	(32,446)	(96,868)
Net cash from operating activities	11A	(48,215)	205,524
INVESTING ACTIVITIES			
Cash received			
Proceeds from sale of plant and equipment		-	-
Proceeds from sale of land and buildings		-	-
Other		-	-
Cash used			
Purchase of plant and equipment		(6,195)	(6,587)
Purchase of land and buildings		-	-
Other		-	-
Net cash from (used by) investing activities		(6,195)	(6,587)
FINANCING ACTIVITIES			
Cash received			
Contributed equity		-	-
Other		-	-
Cash used			
Repayment of borrowings		-	-
Other		-	-
Net cash from (used by) financing activities		-	-
Net increase (decrease) in cash held		(54,410)	198,937
Cash & cash equivalents at the beginning of the reporting period		8,214,479	8,015,542
Cash & cash equivalents at the end of the reporting period	11A	8,160,069	8,214,479

The above statement should be read in conjunction with the notes.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
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ABN 22 401 014 998**

**RECOVERY OF WAGES ACTIVITY
FOR THE YEAR ENDED 31 MARCH 2015**

	2015 \$	2014 \$
Cash assets in respect of recovered money at beginning of year	-	-
Receipts		
Amounts recovered from employers in respect of wages etc.	-	2,000
Interest received on recovered money	-	-
Total receipts	-	2,000
Payments		
Deductions of amounts due in respect of membership for:		
12 months or less	-	-
Greater than 12 months	-	-
Deductions of donations or other contributions to accounts or funds of:		
The reporting unit:		
name of account	-	-
name of fund	-	-
Name of other reporting unit of the organisation:		
name of account	-	-
name of fund	-	-
Name of other entity:		
name of account	-	-
name of fund	-	-
Deductions of fees or reimbursement of expenses	-	-
Payments to workers in respect of recovered money	-	2,000
Total payments	-	2,000
Cash asset's in respect of recovered money at end of year	-	-
Number of workers to which the monies recovered relates	-	1
Aggregate payables to workers attributable to recovered monies but not yet distributed		
Payable balance	-	-
Number of workers the payable relates to	-	-
Fund or account operated for recovery of wages		
N/A	-	-

No revenue has been derived from undertaking recovery of wages activity during the current reporting period

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,
DIVISIONAL CONFERENCE
ABN 22 401 014 998**

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**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,
DIVISIONAL CONFERENCE
ABN 22 401 014 998**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015**

Note 1 Summary of significant accounting policies

1.1 Basis of preparation of the financial statements

The financial statements are general purpose financial statements and have been prepared in accordance with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period and the Fair Work (Registered Organisation) Act 2009. For the purpose of preparing the general purpose financial statements, the reporting unit is a not-for-profit entity.

The financial statements have been prepared on an accrual basis and in accordance with the historical cost, except for certain assets and liabilities measured at fair value, as explained in the accounting policies below. Historical cost is generally based on the fair values of the consideration given in exchange for assets. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position. The financial statements are presented in Australian dollars.

1.2 Comparative amounts

When required by Accounting Standards and the Fair Work (Registered Organisations) Act 2009, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

1.3 Significant accounting judgements and estimates

No accounting assumptions or estimates have been identified that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

1.4 New Australian Accounting Standards

Adoption of New Australian Accounting Standard Requirements

No accounting standard has been adopted earlier than the application date stated in the standard.

Future Australian Accounting Standards Requirements

New standards, amendments to standards or interpretations that were issued prior to the sign-off date and are applicable to the future reporting period that are expected to have a future financial impact on the reporting unit include:

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015**

Note 1 Summary of significant accounting policies continued

1.4 New Australian Accounting Standards continued

Future Australian Accounting Standards Requirements

Standard Name	Effective date - year ended	Requirements	Impact
AASB 2014-4 Amendments to Australian Accounting Standards – 2017 Clarification of Acceptable Methods of Depreciation and Amortisation	31 March	<p>This standard amends AASB 116 Property, Plant and Equipment and AASB 138 Intangible Assets to:</p> <p>a. establish the principle for the basis of depreciation and amortisation as being the expected pattern of consumption of the future economic benefits of an asset;</p> <p>b. clarify that the use of revenue-based methods to calculate the depreciation of an asset is not appropriate because revenue generated by an activity that includes the use of an asset generally reflects factors other than the consumption of the economic benefits embodied in the asset; and</p> <p>c. clarify that revenue is generally presumed to be an inappropriate basis for measuring the consumption of the economic benefits embodied in an intangible asset. This presumption, however, can be rebutted in certain limited circumstances.</p>	There will be no impact as the entity is not using a revenue based method of depreciation or amortisation.

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Note 1 Summary of significant accounting policies continued

1.4 New Australian Accounting Standards continued

Future Australian Accounting Standards Requirements

Standard Name	Effective date - year ended	Requirements	Impact
AASB 2014-1 Amendments to Australian Accounting Standards.	31 March 2016	The amendments clarify that if the amount of the contributions is independent of the number of years of service, an entity is permitted to recognise such contributions as a reduction in the service cost in the period in which the related service is rendered, instead of attributing the contributions to the periods of service. In contrast, if the amount of the contributions is dependent on the number of years of service, an entity is required to attribute those contributions to periods of service using the same attribution method required by paragraph 70 of AASB 119 for the gross benefit.	There will be no impact as the entity does not have a defined benefit plan.
AASB 2014-1 Amendments to Australian Accounting Standards	31 March 2016	AASB 2014 -1 makes amendments to particular Australian Accounting Standards to delete their references to AASB 1031 Materiality as each standard is amended for another purpose.	There is not expected to be any changes to the reported financial position, performance or cash flows of the entity.

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Note 1 Summary of significant accounting policies continued

1.4 New Australian Accounting Standards continued

Future Australian Accounting Standards Requirements

Standard Name	Effective date - year ended	Requirements	Impact
AASB 2014-1 Amendments to Australian Accounting Standards (2010 – 2012 cycle).	31 March 2016	<p>The following standards and changes are made under AASB 2014-1:</p> <ul style="list-style-type: none"> - AASB 3 Business Combinations – clarification that contingent consideration that is classified as an asset or a liability shall be measured at fair value at each reporting date. - AASB 8 Operating Segments – amendments to disclosures - AASB 3 Business Combinations – references to contingent consideration - AASB 13 Fair value measurement – minor clarification re: measurement of short-term receivables and payables - AASB 116 Property, plant and equipment – clarifies that when an item of property, plant and equipment is revalued the gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount. - AASB 124 Related Party Disclosures – clarifies that an entity providing key management personnel services to the reporting entity or to the parent of the reporting entity is a related party of the reporting entity. 	There are not expected to be any changes to reported financial position or performance arising from the adoption of part A of AASB 2014-1.

NOTES TO THE FINANCIAL STATEMENTS
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Note 1 Summary of significant accounting policies continued

1.4 New Australian Accounting Standards continued

Future Australian Accounting Standards Requirements

Standard Name	Effective date - year ended	Requirements	Impact
AASB 2014-1 Amendments to Australian Accounting Standards (2011 – 2013 cycle).	31 March 2016	<p>The following standards and changes are made under AASB 2014-1:</p> <ul style="list-style-type: none"> - AASB 1 First-time Adoption of Australian Accounting Standards – clarification in the basis of conclusion - AASB 3 Business Combinations - Clarifies that AASB 3 excludes from its scope the accounting for the formation of a joint arrangement in the financial statements of the joint arrangement itself. - AASB 13 Fair Value Measurement - Clarifies that the scope of the portfolio exception defined in paragraph 52 of AASB 13 includes all contracts accounted for within the scope of AASB 139 Financial Instruments: Recognition and Measurement or AASB 9 Financial Instruments, regardless of whether they meet the definition of financial assets or financial liabilities as defined in AASB 132 Financial Instruments: Presentation. 	There are not expected to be any changes to reported financial position or performance arising from the adoption of part A of AASB 2014-1.

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Note 1 Summary of significant accounting policies continued

1.4 New Australian Accounting Standards continued

Future Australian Accounting Standards Requirements

Standard Name	Effective date - year ended	Requirements	Impact
IFRS 15 Revenue from contracts with customers.	31 March 2019	IFRS 15 introduces a five step process for revenue recognition with the core principle of the new Standard being for entities to recognise revenue to depict the transfer of goods or services to customers in amounts that reflect the consideration (that is, payment) to which the entity expects to be entitled in exchange for those goods or services. IFRS 15 will also result in enhanced disclosures about revenue, provide guidance for transactions that were not previously addressed comprehensively (for example, service revenue and contract modifications) and improve guidance for multiple-element arrangements.	Impacts on the reported financial position and performance have not yet been determined.
Equity method in separate financial statements (Amendments to IAS 27)	31 March 2017	This standard will allow entities to use the equity method to account for its interest in subsidiaries, joint venture and associates in separate financial statements.	There is no impact as the entity does not prepare separate financial statements.

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Note 1 Summary of significant accounting policies continued

1.4 New Australian Accounting Standards continued

Future Australian Accounting Standards Requirements

Standard Name	Effective date - year ended	Requirements	Impact
IFRS 9 Financial Instruments	31 March 2019	<p>Significant revisions to the classification and measurement of financial assets, reducing the number of categories and simplifying the measurement choices, including the removal of impairment testing of assets measured at fair value. The amortised cost model is available for debt assets meeting both business model and cash flow characteristics tests. All investments in equity instruments using IFRS 9 are to be measured at fair value.</p> <p>Amends measurement rules for financial liabilities that the entity elects to measure at fair value through profit and loss. Changes in fair value attributable to changes in the entity's own credit risk are presented in other comprehensive income.</p> <p>Impairment of assets is now based on expected losses in IFRS 9 which requires entities to measure:</p> <ul style="list-style-type: none"> - the 12-month expected credit losses (expected credit losses that result from those default events on the financial instrument that are possible within 12 months after the reporting date); or - full lifetime expected credit losses (expected credit losses that result from all possible default events over the life of the financial instrument. 	<p>Impacts on the reported financial position and performance have not yet been determined.</p>

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Note 1 Summary of significant accounting policies continued

1.5 Investment in associates

An associate is an entity over which the reporting unit has significant influence and that is neither a subsidiary nor an interest in a joint venture. Significant influence is the power to participate in the financial and operating policy decisions of the investee but is not control or joint control over those policies.

The results and assets and liabilities of associates are incorporated in these financial statements using the equity method of accounting, except when the investment is classified as held for sale, in which case it is accounted for in accordance with AASB 5 'Non-current Asset Held for Sale and Discontinued Operations'. Under the equity method, an investment in an associate is initially recognised in the statement of financial position at cost and adjusted thereafter to recognise the share of the profit or loss and other comprehensive income of the associate. When the share of losses of an associate exceeds the interest in that associate, the reporting unit discontinues recognising its share of further losses. Additional losses are recognised only to the extent that it has incurred legal or constructive obligations or made payments on behalf of the associate.

Any excess of the cost of acquisition over the share of the net fair value of the identifiable assets, liabilities and contingent liabilities of the associate recognised at the date of acquisition is recognised as goodwill, which is included within the carrying amount of the investment. Any excess of the share of the net fair value of the identifiable assets, liabilities and contingent liabilities over the cost of acquisition, after reassessment, is recognised immediately in profit or loss.

1.6 Business combinations

The acquisition method of accounting is used to account for all business combinations, except for those identified in the Fair Work Commission's reporting guidelines under item 12. The consideration transferred for the acquisition of a subsidiary comprises the fair values of the assets transferred, the liabilities incurred and the equity interest issued by the parent entity. The consideration transferred also includes the fair value of any contingent consideration arrangement and the fair value of any pre-existing equity interest in the subsidiary. Acquisition-related costs are expensed as incurred. Identifiable assets acquired and liabilities and contingent liabilities assumed in a business combination are, with limited exceptions, measured initially at their fair values on acquisition date. On an acquisition-by-acquisition basis, the parent entity recognises any non-controlling interest in the acquiree either at fair value or at the non-controlling interest's proportionate share of the acquiree's net identifiable assets.

The excess of the consideration transferred, the amount of any non-controlling interest in the acquiree and the acquisition-date fair value of any previous equity interest in the acquiree over the fair value of the parent entity's share of the net identifiable assets, is recorded as goodwill. If those amounts are less than the fair value of the net identifiable assets of the subsidiary acquired and the measurement of all amounts has been reviewed, the difference is recognised directly in profit or loss as a bargain purchase.

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Note 1 Summary of significant accounting policies continued

1.6 Business combinations continued

If it is determined that the combination results in mutual benefit to both the members of the acquirer and the acquiree, the surplus of the fair value of the net identifiable assets acquired over the consideration paid will be recognised in member's funds as a business combination reserve.

Where settlement of any part of cash consideration is deferred, the amounts payable in the future are discounted to their present value as at the date of exchange. The discount rate used is the entity's incremental borrowing rate, being the rate at which similar borrowing could be obtained from an independent financier under comparable terms and conditions.

Contingent consideration is classified either as equity or a financial liability. Amounts classified as a financial liability are subsequently remeasured to fair value with changes in fair value recognised in profit or loss.

1.7 Acquisition of assets and or liabilities that do not constitute a business combination

The net book value of assets and or liabilities transferred to reporting unit for no consideration is used to account for an amalgamation under Part 2 of Chapter 3 of the Fair Work (Registered Organisations) Act 2009/a restructure of the branches of the reporting unit/a determination by the General Manager under subsections 245(1) of the Fair Work (Registered Organisations) Act 2009/ a revocation by the General Manager under subsection 249(1) of the Fair Work (Registered Organisations) Act 2009.

The assets and liabilities are recognised as at the date of transfer.

1.8 Revenue

Revenue is measured at the fair value of the consideration received or receivable.

Revenue from subscriptions is accounted for on an accrual basis and is recorded as revenue in the year to which it relates.

Revenue from the sale of goods is recognised when, the risks and rewards of ownership have been transferred to the buyer, the entity retains no managerial involvement or effective control over the goods, the revenue and transaction costs incurred can be reliably measured, and it is probable that the economic benefits associated with the transaction will flow to the entity.

Donation income is recognised when it is received.

Receivables for goods and services, which have 30 day terms, are recognised at the nominal amounts due less any impairment allowance account. Collectability of debts is reviewed at end of the reporting period. Allowances are made when collectability of the debt is no longer probable.

Interest revenue is recognised on an accrual basis using the effective interest method.

Rental revenue from operating leases is recognised on a straight-line basis over the term of the relevant lease.

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Note 1 Summary of significant accounting policies continued

1.9 Government grants

Government grants are not recognised until there is reasonable assurance that the reporting unit will comply with the conditions attaching to them and that the grants will be received.

Government grants are recognised in profit or loss on a systematic basis over the periods in which the reporting unit recognises as expenses the related costs for which the grants are intended to compensate. Specifically, government grants whose primary condition is that the reporting unit should purchase, construct otherwise acquire non-current assets are recognised as deferred revenue in the statement of financial position and transferred to profit or loss on a systematic and rational basis over the useful lives of the related assets.

Government grants that are receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the reporting unit with no future related costs are recognised in profit or loss in the period in which they become receivable.

1.10 Gains

Sale of assets

Gains and losses from disposal of assets are recognised when control of the asset has passed to the buyer.

1.11 Capitation fees and levies

Capitation fees and levies are to be recognised on an accrual basis and recorded as a revenue and/or expense in the year to which it relates.

1.12 Employee benefits

A liability is recognised for benefits accruing to employees in respect of wages and salaries, annual leave, long service leave and termination benefits when it is probable that settlement will be required and they are capable of being measured reliably.

Liabilities for short-term employee benefits (as defined in AASB 119 Employee Benefits) and termination benefits which are expected to be settled within twelve months of the end of reporting period are measured at their nominal amounts. The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability.

Other long-term employee benefits which are expected to be settled beyond twelve months are measured as the present value of the estimated future cash outflows to be made by the reporting unit in respect of services provided by employees up to reporting date.

Payments to defined contribution retirement benefit plans are recognised as an expense when employees have rendered service entitling them to the contributions.

Provision is made for separation and redundancy benefit payments. Reporting Unit recognises a provision for termination as part of a broader restructuring when it has developed a detailed formal plan for the terminations and has informed those employees affected that it will carry out the terminations. A provision for voluntary termination is recognised when the employee has accepted the offer of termination.

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Note 1 Summary of significant accounting policies continued

1.13 Leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases are classified as operating leases.

Where an asset is acquired by means of a finance lease, the asset is capitalised at either the fair value of the lease property or, if lower, the present value of minimum lease payments at the inception of the contract and a liability is recognised at the same time and for the same amount.

The discount rate used is the interest rate implicit in the lease. Leased assets are amortised over the period of the lease. Lease payments are allocated between the principal component and the interest expense.

Operating lease payments are expensed on a straight-line basis which is representative of the pattern of benefits derived from the leased assets.

Rental revenue from operating leases is recognised on a straight-line basis over the term of the relevant lease. Initial direct costs incurred in negotiating and arranging an operating lease are added to the carrying amount of the leased asset and recognised on a straight-line basis over the lease term.

1.14 Borrowing costs

All borrowing costs are recognised in profit and loss in the period in which they are incurred.

1.15 Cash

Cash is recognised at its nominal amount. Cash and cash equivalents includes cash on hand, deposits held at call with bank, other short-term highly liquid investments with original maturity of 3 months or less that are readily convertible to known amounts of cash and subject to insignificant risk of changes in value and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

1.16 Financial instruments

Financial assets and financial liabilities are recognised when a reporting unit entity becomes a party to the contractual provisions of the instrument.

Financial assets and financial liabilities are initially measured at fair value. Transaction costs that are directly attributable to the acquisition or issue of financial assets and financial liabilities (other than financial assets and financial liabilities at fair value through profit or loss) are added to or deducted from the fair value of the financial assets or financial liabilities, as appropriate, on initial recognition. Transaction costs directly attributable to the acquisition of financial assets or financial liabilities at fair value through profit or loss are recognised immediately in profit or loss.

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Note 1 Summary of significant accounting policies continued

1.17 Financial assets

Financial assets are classified into the following specified categories: financial assets at fair value through profit or loss, held-to-maturity investments, available-for-sale financial assets and loans and receivables. The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition. All regular way purchases or sales of financial assets are recognised and derecognised upon trade date basis. Regular way purchases or sales are purchases or sales of financial assets that require delivery of assets within the time frame established by regulation or convention in the marketplace.

Fair value through profit or loss

Financial assets are classified as at fair value through profit or loss when the financial asset is either held for trading or it is designated as at fair value through profit or loss.

A financial asset is classified as held for trading if:

- it has been acquired principally for the purpose of selling it in the near term; or
- on initial recognition it is part of a portfolio of identified financial instruments that the reporting unit manages together and has a recent actual pattern of short-term profit-taking; or
- it is a derivative that is not designated and effective as a hedging instrument.

A financial asset other than a financial asset held for trading may be designated as at fair value through profit or loss upon initial recognition if:

- such designation eliminates or significantly reduces a measurement or recognition inconsistency that would otherwise arise; or
- the financial asset forms part of a group of financial assets or financial liabilities or both, which is managed and its performance is evaluated on a fair value basis, in accordance with the reporting units documented risk management or investment strategy, and information about the grouping is provided internally on that basis; or
- it forms part of a contract containing one or more embedded derivatives, and AASB 139 'Financial Instruments: Recognition and Measurement' permits the entire combined contract (asset or liability) to be designated as at fair value through profit or loss.

Financial assets at fair value through profit or loss are stated at fair value, with any gains or losses arising on remeasurement recognised in profit or loss. The net gain or loss recognised in profit or loss incorporates any dividend or interest earned on the financial asset and is included in the 'other gains and losses' line item in the statement of comprehensive income.

Held-to-maturity investments

Financial assets with fixed or determinable payments and fixed maturity dates that the reporting unit has the positive intent and ability to hold to maturity are classified as held-to-maturity investments. Held-to-maturity investments are measured at amortised cost using the effective interest method less any impairment.

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Note 1 Summary of significant accounting policies continued

1.17 Financial assets continued

Available-for-sale

Listed shares and listed redeemable notes held by the reporting unit that are traded in an active market are classified as available-for-sale and are stated at fair value. The reporting unit also has investments in unlisted shares that are not traded in an active market but that are also classified as available-for-sale financial assets and stated at fair value. Gains and losses arising from changes in fair value are recognised in other comprehensive income and accumulated in the investments revaluation reserve, with the exception of impairment losses, interest calculated using the effective interest method, and foreign exchange gains and losses on monetary assets, which are recognised in profit or loss. Where the investment is disposed of or is determined to be impaired, the cumulative gain or loss previously accumulated in the investments revaluation reserve is reclassified to profit or loss.

Dividends on available-for-sale equity instruments are recognised in profit or loss when the reporting unit right to receive the dividends is established. The fair value of available-for-sale monetary assets denominated in a foreign currency is determined in that foreign currency and translated at the spot rate at the end of the reporting period. The foreign exchange gains and losses that are recognised in profit or loss are determined based on the amortised cost of the monetary asset. Other foreign exchange gains and losses are recognised in other comprehensive income.

Loan and receivables

Trade receivables, loans and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as 'loans and receivables'. Loans and receivables are measured at amortised cost using the effective interest method less impairment. Interest is recognised by applying the effective interest rate, except for short-term receivables when the recognition of interest would be immaterial.

Effective interest method

The effective interest method is a method of calculating the amortised cost of a debt instrument and of allocating interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset, or, when appropriate, a shorter period, to the net carrying amount on initial recognition.

Income is recognised on an effective interest rate basis except for debt instruments other than those financial assets that are recognised at fair value through profit or loss.

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Note 1 Summary of significant accounting policies continued

1.17 Financial assets continued

Impairment of financial assets

Financial assets, other than those at fair value through profit or loss, are assessed for impairment at the end of each reporting period. Financial assets are considered to be impaired when there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows of the investment have been affected.

For certain categories of financial asset, such as trade receivables, assets that are assessed not to be impaired individually are, in addition, assessed for impairment on a collective basis. Objective evidence of impairment for a portfolio of receivables could include the reporting units past experience of collecting payments, an increase in the number of delayed payments in the portfolio past the average credit period of 60 days, as well as observable changes in national or local economic conditions that correlate with default on receivables.

For financial assets carried at amortised cost, the amount of the impairment loss recognised is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the financial asset's original effective interest rate.

For financial assets carried at cost, the amount of the impairment loss is measured as the difference between the asset's carrying amount and the present value of the estimated future cash flows discounted at the current market rate of return for a similar financial asset. Such impairment loss will not be reversed in subsequent periods.

The carrying amount of the financial asset is reduced by the impairment loss directly for all financial assets with the exception of trade receivables, where the carrying amount is reduced through the use of an allowance account. When a trade receivable is considered uncollectible, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited against the allowance account. Changes in the carrying amount of the allowance account are recognised in profit or loss.

When an available-for-sale financial asset is considered to be impaired, cumulative gains or losses previously recognised in other comprehensive income are reclassified to profit or loss in the period.

For financial assets measured at amortised cost, if, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed through profit or loss to the extent that the carrying amount of the investment at the date the impairment is reversed does not exceed what the amortised cost would have been had the impairment not been recognised.

In respect of available-for-sale equity securities, impairment losses previously recognised in profit or loss are not reversed through profit or loss. Any increase in fair value subsequent to an impairment loss is recognised in other comprehensive income and accumulated under the heading of investments revaluation reserve. In respect of available-for-sale debt securities, impairment losses are subsequently reversed through profit or loss if an increase in the fair value of the investment can be objectively related to an event occurring after the recognition of the impairment loss.

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Note 1 Summary of significant accounting policies continued

1.17 Financial assets continued

Derecognition of financial assets

The reporting unit derecognises a financial asset only when the contractual rights to the cash flows from the asset expire, or when it transfers the financial asset and substantially all the risks and rewards of ownership of the asset to another entity. The difference between the asset's carrying amount and the sum of the consideration received and receivable and the cumulative gain or loss that had been recognised in other comprehensive income and accumulated in equity is recognised in profit or loss.

1.18 Financial liabilities

Financial liabilities are classified as either financial liabilities 'at fair value through profit or loss' or other financial liabilities. Financial liabilities are recognised and derecognised upon 'trade date'.

Fair value through profit or loss

Financial liabilities are classified as at fair value through profit or loss when the financial liability is either held for trading or it is designated as at fair value through profit or loss.

A financial liability is classified as held for trading if:

- it has been acquired principally for the purpose of repurchasing it in the near term; or
- on initial recognition it is part of a portfolio of identified financial instruments that the reporting unit manages together and has a recent actual pattern of short-term profit-taking; or
- it is a derivative that is not designated and effective as a hedging instrument.

A financial liability other than a financial liability held for trading may be designated as at fair value through profit or loss upon initial recognition if:

- such designation eliminates or significantly reduces a measurement or recognition inconsistency that would otherwise arise; or
- the financial liability forms part of a group of financial assets or financial liabilities or both, which is managed and its performance is evaluated on a fair value basis, in accordance with the reporting units documented risk management or investment strategy, and information about the grouping is provided internally on that basis; or
- it forms part of a contract containing one or more embedded derivatives, and AASB 139 'Financial Instruments: Recognition and Measurement' permits the entire combined contract (asset or liability) to be designated as at fair value through profit or loss.

Financial liabilities at fair value through profit or loss are stated at fair value, with any gains or losses arising on remeasurement recognised in profit or loss. The net gain or loss recognised in profit or loss incorporates any interest paid on the financial liability and is included in the 'other gains and losses' line item in the statement of comprehensive income.

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Note 1 Summary of significant accounting policies continued

1.18 Financial liabilities continued

Other financial liabilities

Other financial liabilities, including borrowings and trade and other payables, are initially measured at fair value, net of transaction costs.

Other financial liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis.

Derecognition of financial liabilities

The reporting unit derecognises financial liabilities when, and only when, the reporting units obligations are discharged, cancelled or they expire. The difference between the carrying amounts of the financial liability derecognised and the consideration paid and payable is recognised in profit or loss.

1.19 Contingent liabilities and contingent assets

Contingent liabilities and contingent assets are not recognised in the Statement of Financial Position but are reported in the relevant notes. They may arise from uncertainty as to the existence of a liability or asset or represent an existing liability or asset in respect of which the amount cannot be reliably measured. Contingent assets are disclosed when settlement is probable but not virtually certain, and contingent liabilities are disclosed when settlement is greater than remote.

1.20 Land, buildings, plant and equipment

Asset recognition threshold

Purchases of land, buildings, plant and equipment are recognised initially at cost in the Statement of Financial Position. The initial cost of an asset includes an estimate of the cost of dismantling and removing the item and restoring the site on which it is located.

Revaluations—land and buildings

Following initial recognition at cost, land and buildings are carried at fair value less subsequent accumulated depreciation and accumulated impairment losses. Revaluations are performed with sufficient frequency such that the carrying amount of assets do not differ materially from those that would be determined using fair values as at the reporting date. No revaluation of land and buildings has been conducted as at 31 March 2015.

Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of asset revaluation reserve except to the extent that it reversed a previous revaluation decrement of the same asset class that was previously recognised in the surplus/deficit. Revaluation decrements for a class of assets are recognised directly in the profit or loss except to the extent that they reverse a previous revaluation increment for that class. Any accumulated depreciation as at the revaluation date is eliminated against the gross carrying amount of the asset and the asset is restated to the revalued amount.

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1.20 Land, buildings, plant and equipment continued

Depreciation

Depreciable property, plant and equipment assets are written-off to their estimated residual values over their estimated useful life using, in all cases, the straight line method of depreciation. Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

Depreciation rates applying to each class of depreciable asset are based on the following useful lives:

Asset Class	Depreciation rates
Buildings	2%
Motor Vehicles	10% - 25%
Plant and Equipment	10% - 50%

Derecognition

An item of land, buildings, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognised in the profit and loss.

1.21 Investment property

Investment properties are properties held to earn rentals and/or for capital appreciation (including property under construction for such purposes). Investment properties are measured initially at its cost, including transaction costs. Subsequent to initial recognition, investment properties are measured at fair value. Gains and losses arising from changes in the fair value of investment properties are included in profit and loss in the period in which they arise.

An investment property is derecognised upon disposal or when the investment property is permanently withdrawn from use and no future economic benefits are expected from the disposal. Any gain or loss arising on derecognition of the property (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in profit or loss in the period in which the property is derecognised.

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Note 1 Summary of significant accounting policies continued

1.22 Intangibles

Intangible assets with finite lives that are acquired separately are carried at cost less accumulated amortisation and accumulated impairment losses. Amortisation is recognised on a straight-line basis over their estimated useful life. The estimated useful lives and amortisation method are reviewed at the end of each reporting period, with the effect of any changes in estimate being accounted for on a prospective basis. Intangible assets with indefinite useful lives that are acquired separately are carried at cost less accumulated impairment losses. The useful life of reporting unit intangible assets are:

	2015	2014
Intangibles	-	-

Derecognition

An intangible asset is derecognised on disposal, or when no future economic benefits are expected from use or disposal. Gains or losses arising from derecognition of an intangible asset, measured as the difference between the net disposal proceeds and the carrying amount of the asset are recognised in profit and loss when the asset is derecognised.

1.23 Impairment for non-financial assets

All assets are assessed for impairment at the end of each reporting period to the extent that there is an impairment trigger. Where indications of impairment exist, the asset's recoverable amount is estimated and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.

The recoverable amount of an asset is the higher of its fair value less costs of disposal and its value in use. Value in use is the present value of the future cash flows expected to be derived from the asset. Where the future economic benefit of an asset is not primarily dependent on the asset's ability to generate future cash flows, and the asset would be replaced if the reporting unit were deprived of the asset, its value in use is taken to be its depreciated replacement cost.

1.24 Non-current assets held for sale

Non-current assets are classified as held for sale if their carrying amount will be recovered principally through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the non-current asset is available for immediate sale in its present condition. Management must be committed to the sale, which should be expected to qualify for recognition as a completed sale within one year from the date of classification.

Non-current assets classified as held for sale are measured at the lower of their previous carrying amount and fair value less costs of disposal.

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Note 1 Summary of significant accounting policies continued

1.25 Taxation

The reporting unit is exempt from income tax under section 50.1 of the Income Tax Assessment Act 1997 however still has obligation for Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST).

Revenues, expenses and assets are recognised net of GST except:

- where the amount of GST incurred is not recoverable from the Australian Taxation Office; and
- for receivables and payables.

The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables.

Cash flows are included in the cash flow statement on a gross basis. The GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the Australian Taxation Office is classified within operating cash flows.

1.26 Fair value measurement

The reporting unit measures financial instruments, such as, financial asset as at fair value through the profit and loss, available for sale financial assets, and non-financial assets such as land and buildings and investment properties, at fair value at each balance sheet date. Also, fair values of financial instruments measured at amortised cost are disclosed in Note 16A.

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The fair value measurement is based on the presumption that the transaction to sell the asset or transfer the liability takes place either:

- In the principal market for the asset or liability, or
- In the absence of a principal market, in the most advantageous market for the asset or liability

The principal or the most advantageous market must be accessible by the reporting unit. The fair value of an asset or a liability is measured using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their economic best interest.

A fair value measurement of a non-financial asset takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use.

The reporting unit uses valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

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Note 1 Summary of significant accounting policies continued

1.27 Fair value measurement continued

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

- Level 1—Quoted (unadjusted) market prices in active markets for identical assets or liabilities
- Level 2—Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable
- Level 3—Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable

For assets and liabilities that are recognised in the financial statements on a recurring basis, the reporting unit determines whether transfers have occurred between Levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

External valuers are involved for valuation of significant assets, such as land and buildings and investment properties. Selection criteria include market knowledge, reputation, independence and whether professional standards are maintained. For the purpose of fair value disclosures, the reporting unit has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy.

Note 2 Events after the reporting period

There were no events that occurred after 31 March 2015, and/or prior to the signing of the financial statements, that would affect the ongoing structure and financial activities of the reporting unit.

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	2015	2014
	\$	\$
Note 3 Income		
Note 3A: Capitation fees		
Postal and Telecommunications:		
- New South Wales	682,923	693,968
- Victoria	358,069	369,703
Telecommunications and Services:		
- New South Wales	116,001	126,287
- Victoria	193,313	198,336
Communications Divisional Branches		
- Queensland	313,182	347,988
- South Australia/Northern Territory	153,587	164,497
- Tasmania	26,102	45,384
- Western Australia	143,784	157,066
Total capitation fees	1,986,961	2,103,229
 Note 3B: Levies		
Levies	-	-
Total levies	-	-
 Note 3C: Interest		
Deposits	279,278	292,568
Loans	-	-
Total interest	279,278	292,568
 Note 3D: Rental revenue		
Properties	-	-
Other	-	-
Total rental revenue	-	-
 Note 3E: Grants or donations		
Grants	-	-
Donations	-	-
Total grants or donations	-	-

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	2015	2014
	\$	\$
Note 3F: Net gains from sale of assets		
Land and buildings	-	-
Plant and equipment	-	-
Intangibles	-	-
Total net gain from sale of assets	-	-
Note 4 Expenses		
Note 4A: Employee expenses		
Holders of office:		
Wages and salaries	383,551	379,561
Superannuation	65,478	63,901
Leave and other entitlements	36,549	47,300
Separation and redundancies	-	-
Subtotal employee expenses holders of office	485,578	490,762
Employees other than office holders:		
Wages and salaries	768,851	706,292
Superannuation	119,346	107,066
Leave and other entitlements	70,091	47,721
Separation and redundancies	-	-
Subtotal employee expenses employees other than office holders	958,288	861,079
Other employee expenses		
Fringe benefits expense	9,230	4,067
Superannuation insurance	894	8,983
Payroll tax	64,674	49,001
Workcover	11,528	10,022
Subtotal other employee expenses	86,326	72,073
Total employee expenses	1,530,192	1,423,914
Note 4B: Capitation fees		
Capitation Fees	-	-
Total capitation fees	-	-
Note 4C: Affiliation fees		
Affiliation fees – ACTU*	157,921	170,530
Total affiliation fees/subscriptions	157,921	170,530

*ACTU Industrial Relations Levy

Levy imposed by the Australian Council of Trade Unions for purposes of funding action for industrial relations.

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	2015	2014
	\$	\$
Note 4D: Administration expenses		
Consideration to employers for payroll deductions	-	-
Compulsory levies		
Levies	-	-
Fees/allowances - meeting and conferences	-	-
Conference and meeting expenses	901	1,960
Contractors/consultants	36,304	45,465
Property expenses	79,347	83,624
Office expenses	131,193	86,477
Information communications technology	48,980	58,571
Other	155,117	200,459
Subtotal administration expense	451,842	476,556
Operating lease rentals:		
Minimum lease payments	-	-
Total administration expenses	451,842	476,556
Note 4E: Grants or donations		
Grants:		
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
Donations:		
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
Total grants or donations	-	-
Note 4F: Depreciation and amortisation		
Depreciation		
Land & buildings	62,643	62,643
Plant and equipment	11,809	20,397
Total depreciation	74,452	83,040
Amortisation		
Intangibles	-	-
Total amortisation	-	-
Total depreciation and amortisation	74,452	83,040

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	2015	2014
	\$	\$
Note 4G: Finance costs		
Finance leases	-	-
Overdrafts/loans	-	-
Unwinding of discount	-	-
Total finance costs	-	-
 Note 4H: Legal costs		
Litigation	-	-
Other legal matters	171,985	114,127
Total legal costs	171,985	114,127
 Note 4I: Write-down and impairment of assets		
Asset write-downs and impairments of:		
Land and buildings	-	-
Plant and equipment	-	-
Intangible assets	-	-
Other	40,925	104,226
Total write-down and impairment of assets	40,925	104,226
 Note 4J: Net losses from sale of assets		
Land and buildings	-	-
Plant and equipment	-	-
Intangibles	-	-
Total net losses from asset sales	-	-
 Note 4K: Other expenses		
Penalties - via RO Act or RO Regulations	-	-
Total other expenses	-	-

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	2015	2014
	\$	\$
Note 5 Current assets		
Note 5A: Cash and cash equivalents		
Cash at bank	288,145	351,424
Cash on hand	1,000	1,000
Short term deposits	7,870,924	7,862,055
Other	-	-
Total cash and cash equivalents	8,160,069	8,214,479
Note 5B: Trade and other receivables		
Receivables from other reporting units		
Postal and Telecommunications:		
- New South Wales	151,753	116,835
- Victoria	103,363	76,512
Telecommunications and Services:		
- New South Wales	15,809	26,679
- Victoria	74,059	74,874
Communications Divisional Branches		
- Queensland	76,745	53,255
- South Australia/Northern Territory	206,837	55,491
- Tasmania	307,716	275,309
- Western Australia	28,532	6,217
Total receivables from other reporting units	964,814	685,172
Less provision for doubtful debts		
Postal and Telecommunications:		
- New South Wales	40,862	40,862
- Victoria	21,104	21,104
Telecommunications and Services:		
- New South Wales	688	688
- Victoria	13,319	13,319
Communications Divisional Branches		
- Queensland	25,815	25,815
- South Australia/Northern Territory	-	-
- Tasmania	307,716	275,309
- Western Australia	4,816	4,816
Total provision for doubtful debts	414,320	381,913
Receivable from other reporting units (net)	550,494	303,259

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	\$	\$
Other receivables:		
GST receivable from the Australian Taxation Office	-	-
Other trade receivables	212,569	279,640
Total other receivables	<u>212,569</u>	<u>279,640</u>
Total trade and other receivables (net)	<u>763,063</u>	<u>582,899</u>
Note 5C: Other current assets		
Prepayments	8,319	6,374
Total other current assets	<u>8,319</u>	<u>6,374</u>
Note 6 Non-current assets		
Note 6A: Land and buildings		
Land and buildings:		
At cost	2,505,723	2,505,723
accumulated depreciation	(190,398)	(127,755)
Total land and buildings	<u>2,315,325</u>	<u>2,377,968</u>
Reconciliation of the opening and closing balances of land and buildings		
As at 1 April		
Gross book value	2,505,723	2,505,723
Accumulated depreciation and impairment	(127,755)	(65,112)
Net book value 1 April	<u>2,377,968</u>	<u>2,440,611</u>
Additions:		
By purchase	-	-
From acquisition of entities (including restructuring)	-	-
Revaluations	-	-
Impairments	-	-
Depreciation expense	(62,643)	(62,643)
Other movement	-	-
Disposals:		
From disposal of entities (including restructuring)	-	-
Other	-	-
Net book value 31 March	<u>2,315,325</u>	<u>2,377,968</u>
Net book value as of 31 March represented by:		
Gross book value	2,505,723	2,505,723
Accumulated depreciation and impairment	(190,398)	(127,755)
Net book value 31 March	<u>2,315,325</u>	<u>2,377,968</u>

Land and buildings were measured using the cost model

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	2015	2014
	\$	\$
Note 6B: Plant and equipment		
Plant and equipment:		
at cost	156,738	150,543
accumulated depreciation	(118,827)	(107,018)
Total plant and equipment	37,911	43,525
Reconciliation of the opening and closing balances of plant and equipment		
As at 1 April		
Gross book value	150,543	143,956
Accumulated depreciation and impairment	(107,018)	(86,621)
Net book value 1 April	43,525	57,335
Additions:		
By purchase	6,195	6,587
From acquisition of entities (including restructuring)	-	-
Impairments	-	-
Depreciation expense	(11,809)	(20,397)
Other movement	-	-
Disposals:		
From disposal of entities (including restructuring)	-	-
Other	-	-
Net book value 31 March	37,911	43,525
Net book value as of 31 March represented by:		
Gross book value	156,738	150,543
Accumulated depreciation and impairment	(118,827)	(107,018)
Net book value 31 March	37,911	43,525

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	2015	2014
	\$	\$
Note 6C: Investment property		
Opening balance as at 1 April 2014	-	-
Additions	-	-
Net gain from fair value adjustment	-	-
Closing balance as at 31 March 2015	-	-

The valuations were performed by [xxx], an accredited independent valuer with a recognised and relevant professional qualification and with recent experience in the location and category of the investment property being valued.

The fair value of completed investment property has been determined on a market value basis in accordance with International Valuation Standards (IVS), as set out by the International Valuation Standards Council (IVSC). In arriving at their estimates of market values, the valuers have used their market knowledge and professional judgement and not only relied on historical transactional comparables.

The highest and best use of the investment properties is not considered to be different from its current use.

Additions during the year relate to the [xxx].

Rental income earned and received from the investment properties during the year was [\$x] (2014: [\$x]).

Direct expenses incurred in relation to the investment properties that generated rental income during the year was [\$x] (2013: [\$x]). During the year and as at the year-end, no restrictions on the realisability of investment property or the remittance of income and proceeds of disposal were present. The reporting unit does not have any contractual obligations to purchase, construct or develop investment property or for repairs, maintenance or enhancements.

The fair value of investment property is determined by [independent valuer] using recognised valuation techniques. These techniques comprise both the Discounted Cash Flow (DCF) method and Income Capitalisation method.

Under the DCF method, a property's fair value is estimated using explicit assumptions regarding the benefits and liabilities of ownership over the asset's life including estimated rental income and an exit or terminal value.

This involves the projection of a series of cash flows and to this an appropriate, market-derived discount rate is applied to establish the present value of the income stream. Under the income capitalisation method, a property's fair value is estimated based on the normalised net operating income generated by the property, which is divided by the capitalisation rate (the investor's rate of return).

The fair value of investment property is included within Level [x – if significant unobservable inputs, for example Level 3, include the disclosure on unobservable inputs Note 16C].

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	2015	2014
	\$	\$
Note 6D: Intangibles		
Computer software at cost:		
internally developed	-	-
Purchased	-	-
accumulated amortisation	-	-
Total intangibles	-	-
 Reconciliation of the opening and closing balances of intangibles		
As at 1 April		
Gross book value	-	-
Accumulated amortisation and impairment	-	-
Net book value 1 April	-	-
Additions:		
By purchase	-	-
From acquisition of entities (including restructuring)	-	-
Impairments	-	-
Amortisation	-	-
Other movements [give details below]	-	-
Disposals:		
From disposal of entities (including restructuring)	-	-
Other	-	-
Net book value 31 March	-	-
 Net book value as of 31 March represented by:		
Gross book value	-	-
Accumulated amortisation and impairment	-	-
Net book value 31 March	-	-
 Note 6E: Investments in associates		
Investments in associates:		
-	-	-
Total equity accounted investments	-	-

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Note 6E: Investments in associates continued

Details of investments accounted for using the equity method

Parent Name of entity	Principal activity	Ownership	
		2015 %	2014 %
Associates:			
Associates	-	-	-

(i) The published fair value for the investment in [name of associates] is \$x (2014: \$x)

	2015 \$	2014 \$
Summary financial information of associates		
Statement of financial position:		
Assets	-	-
Liabilities	-	-
Net assets	-	-
Statement of comprehensive income:		
Income	-	-
Expenses	-	-
Net surplus/(deficit)	-	-
Share of associates' net surplus/(deficit):		
Share of net surplus/(deficit) before tax	-	-
Income tax expense	-	-
Share of associates net surplus/(deficit) after tax	-	-

Dividends received from associates \$x (2014:\$x)

Share of net profits from associates

-	-	-
Total share of net profits from associates	-	-

Share of net loss from associates

-	-	-
Total share of net loss from associates	-	-

Note 6F: Other Investments

Deposits	-	-
Other	-	-
Total other non-financial assets	-	-

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	2015	2014
	\$	\$
Note 6G: Other non-current assets		
Prepayments	-	-
Other	-	-
Total other non-financial assets	-	-
Note 7 Current liabilities		
Note 7A: Trade payables		
Trade creditors and accruals	133,943	159,996
Operating lease rentals	-	-
Subtotal trade creditors	133,943	159,996
Payables to other reporting units		
Postal and Telecommunications - New South Wales	1,812	1,812
Telecommunications and Services - New South Wales	1,063	-
Telecommunications and Services – Victoria	-	4,762
Communications Divisional Branches		
- Queensland	23,306	4,361
- South Australia/Northern Territory	1,052	1,052
- Western Australia	(19)	2,271
Subtotal payables to other reporting units	27,214	14,258
Total trade payables	161,157	174,254
Settlement is usually made within 30 days.		
Note 7B: Other payables		
Wages and salaries	-	-
Superannuation	21,031	31,411
Consideration to employers for payroll deductions	-	-
Legal costs	5,093	-
Prepayments received/unearned revenue	-	-
GST payable	52,292	87,856
Other	-	78,044
Total other payables	78,416	197,311
Total other payables are expected to be settled in:		
No more than 12 months	78,416	119,267
More than 12 months	-	-
Total other payables	78,416	119,267

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	2015	2014
	\$	\$
Note 8 Provisions		
Note 8A: Employee provisions		
Office Holders:		
Annual leave	126,009	102,729
Long service leave	59,099	45,829
Separations and redundancies	-	-
Other – sick leave	-	-
Subtotal employee provisions—office holders	185,108	148,558
Employees other than office holders:		
Annual leave	151,718	137,600
Long service leave	308,979	275,392
Separations and redundancies	-	-
Other – sick leave	241,178	218,792
Subtotal employee provisions—employees other than office holders	701,875	631,784
Total employee provisions	886,983	780,342
Current	886,983	780,342
Non Current	-	-
Total employee provisions	886,983	780,342
Note 9 Non-current liabilities		
Note 9A: Other non-current liabilities		
Other non-current liabilities	-	-
Total other non-current liabilities	-	-
Note 10 Equity		
Note 10A: General funds		
Special Fund		
Balance as at start of year	5,283,243	5,283,243
Transferred to reserve	-	-
Transferred out of reserve	-	-
Balance as at end of year	5,283,243	5,283,243
International Fund		
Balance as at start of year	(4,669)	(4,669)
Transferred to reserve	-	-
Transferred out of reserve	-	-
Balance as at end of year	(4,669)	(4,669)

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	2015	2014
	\$	\$
Note 10 Equity continued		
Note 10A: General funds continued		
Members benefit campaign fund		
Balance as at start of year	236,074	225,218
Transferred to reserve	-	10,858
Transferred out of reserve	-	-
Balance as at end of year	236,074	236,074
Total Reserves	5,514,648	5,514,648
Note 11 Cash flow		
Note 11A: Cash flow reconciliation		
Cash and cash equivalents as per:		
Cash flow statement	8,160,069	8,214,479
Balance sheet	8,160,069	8,214,479
Difference	-	-
Reconciliation of profit/(deficit) to net cash from operating activities:		
Profit for the year	84,793	116,878
Adjustments for non-cash items		
Depreciation/amortisation	74,452	83,040
Net write-down of financial assets	32,407	104,227
Fair value movements in investment property	-	-
Gain on disposal of assets	-	-
Changes in assets/liabilities		
(Increase) in net receivables	(212,570)	(269,784)
(Increase) in prepayments	(1,946)	(1,782)
(Decrease)/increase in supplier payables	(131,992)	78,796
Increase/(decrease) in other payables	-	-
Increase/(decrease) in employee provisions	-	-
Increase in other provisions	106,641	94,149
Net cash from (used by) operating activities	(48,215)	205,524

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	2015	2014
	\$	\$
Note 11 Cash flow continued		
Note 11B: Cash flow information		
Cash inflows		
Postal and Telecommunications:		
- New South Wales	760,096	669,942
- Victoria	436,460	410,869
Telecommunications and Services:		
- New South Wales	145,593	134,846
- Victoria	230,791	214,991
Communications Divisional Branches		
- Queensland	345,392	339,551
- South Australia/Northern Territory	29,640	115,038
- Tasmania	372	1,060
- Western Australia	148,129	157,856
Total cash inflows	2,096,473	2,044,153
Cash outflows		
Postal and Telecommunications:		
- New South Wales	-	9,862
- Victoria	1,307	2,021
Telecommunications and Services:		
- New South Wales	2,213	1,675
- Victoria	25,217	24,213
Communications Divisional Branches		
- Queensland	-	17,647
- South Australia/Northern Territory	-	17,822
- Tasmania	-	-
- Western Australia	3,709	23,628
Total cash outflows	32,446	96,868

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	2015	2014
	\$	\$

Note 12 Contingent liabilities, assets and commitments

Note 12A: Commitments and contingencies

Future minimum rentals payable under non-cancellable operating leases as at 31 December are as follows:

Within one year	36,122	18,912
After one year but not more than five years	135,459	26,792
More than five years	-	-
	171,581	45,704

Finance lease commitments—as lessee

Within one year	-	-
After one year but not more than five years	-	-
More than five years	-	-
Total minimum lease payments	-	-
Less amounts representing finance charges	-	-
Present value of minimum lease payments	-	-
Included in the financial statements as:	-	-
Current interest-bearing loans and borrowings	-	-
Non-current interest-bearing loans and borrowings	-	-
Total included in interest-bearing loans and borrowings	-	-

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	2015	2014
	\$	\$
Note 12A: Commitments and contingencies (continued)		
Finance leases—lessor		
Minimum lease payments	-	-
Unguaranteed residual value	-	-
Gross investment	-	-
Unearned finance income	-	-
Net investment (present value of the minimum lease payments)	-	-
Gross amount of minimum lease payments:		
Within one year	-	-
After one year but not more than five years	-	-
More than five years	-	-
Total gross amount of minimum lease payments	-	-
Present value of minimum lease payments:		
Within one year	-	-
After one year but not more than five years	-	-
More than five years	-	-
Total present value of minimum lease payments	-	-

Other contingent assets or liabilities (i.e. legal claims)

The Divisional Conference assumes responsibility and accountability for debts that the branches are unable to pay as and when they fall due. A contingent liability would be deemed to exist where there are indicators to suggest a branch is in financial hardship. Such indicators would include a net current asset deficiency or net asset deficiency.

As at the date of signing the financial statements we were unable to determine whether another branch required financial support as not all of the individual branch's financial statements were available.

In addition to the above, the Telecommunications and Services – Victoria Branch has made a claim in relation to legal expenses incurred. The total value of this claim is \$87,287. The Divisional Executive has not yet approved this balance, therefore, no liability has been recorded as at the balance date of the Union.

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	2015	2014
	\$	\$
Note 13 Related party disclosures		
Note 13A: Related party transactions for the reporting period		
The following table provides the total amount of transactions that have been entered into with related parties for the relevant year.		
Revenue received from related branches includes the following:		
Postal and Telecommunications:		
- New South Wales	721,257	693,968
- Victoria	377,601	369,703
Telecommunications and Services:		
- New South Wales	120,784	126,287
- Victoria	202,682	198,336
Communications Divisional Branches		
- Queensland	329,236	347,988
- South Australia/Northern Territory	161,450	164,497
- Tasmania	28,482	45,384
- Western Australia	151,414	157,066
Expenses paid to related branches includes the following:		
Postal and Telecommunications:		
- New South Wales	-	9,862
- Victoria	1,307	2,021
Telecommunications and Services:		
- New South Wales	2,213	1,675
- Victoria	25,217	24,213
Communications Divisional Branches		
- Queensland	-	17,647
- South Australia/Northern Territory	-	17,822
- Tasmania	-	-
- Western Australia	3,709	23,628
Assets transferred from/to related parties includes the following:		
N/A		

Terms and conditions of transactions with related parties

The sales to and purchases from related parties are made on terms equivalent to those that prevail in arm's length transactions. Outstanding balances for sales and purchases at the year end are unsecured and interest free and settlement occurs in cash. There have been no guarantees provided or received for any related party receivables or payables. Impairment of receivables relating to amounts owed by related parties and declared person or body are as disclosed in Note 5B to the financial statements. This assessment is undertaken each financial year through examining the financial position of the related party and the market in which the related party operates.

No property was transferred to related parties during the financial year ended 31 March 2015.

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	2015	2014
	\$	\$
Note 13B: Key management personnel remuneration for the reporting period		
Short-term employee benefits		
Salary (including annual leave taken)	383,551	375,061
Annual leave accrued	23,280	28,499
Performance bonus	-	-
Total short-term employee benefits	406,831	403,560
Post-employment benefits:		
Superannuation	65,478	63,901
Total post-employment benefits	65,478	63,901
Other long-term benefits:		
Long-service leave	13,269	18,801
Total other long-term benefits	13,269	18,801
Termination benefits	-	-
Total	485,578	486,262

Note 13C: Transactions with key management personnel and their close family members

Loans to/from key management personnel	-	-
Other transactions with key management personnel	-	-

Note 14 Remuneration of auditors

Value of the services provided		
Financial statement audit services	30,000	26,500
Other services	3,605	3,500
Total remuneration of auditors	33,605	30,000

No other services were provided by the auditors of the financial statements.

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	2015	2014
	\$	\$

Note 15 Financial instruments

The entity's financial instruments consist mainly of deposits with banks, accounts receivable and payable and loans to and from related unions.

The totals for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows:

Note 15A: Categories of financial instruments

Financial assets

Fair value through profit or loss:

Total	-	-
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Held-to-maturity investments:

Cash and cash equivalents

	8,160,069	8,214,479
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Total	8,160,069	8,214,479
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Available-for-sale assets:

Total	-	-
--------------	---	---

Loans and receivables:

Receivables – refer to Note 5B

	763,063	582,899
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Total	763,063	582,899
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Carrying amount of financial assets

	8,923,132	8,797,378
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Financial liabilities

Fair value through profit or loss:

Total	-	-
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Other financial liabilities:

Trade and other payables

	161,157	174,254
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Total	161,157	174,254
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Carrying amount of financial liabilities

	161,157	174,254
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	2015	2014
	\$	\$
Note 15B: Net income and expense from financial assets		
Held-to-maturity		
Interest revenue	279,278	292,568
Exchange gains/(loss)	-	-
Impairment	-	-
Gain/loss on disposal	-	-
Net gain/(loss) held-to-maturity	279,278	292,568
Loans and receivables		
Interest revenue	-	-
Exchange gains/(loss)	-	-
Impairment	-	-
Gain/loss on disposal	-	-
Net gain/(loss) from loans and receivables	-	-
Available for sale		
Interest revenue	-	-
Dividend revenue	-	-
Exchange gains/(loss)	-	-
Gain/loss recognised in equity	-	-
Amounts reversed from equity:		
Impairment	-	-
Fair value changes reversed on disposal	-	-
Gain/loss on disposal	-	-
Net gain/(loss) from available for sale	-	-
Fair value through profit and loss		
Held for trading:		
Change in fair value	-	-
Interest revenue	-	-
Dividend revenue	-	-
Exchange gains/(loss)	-	-
Total held for trading	-	-
Designated as fair value through profit and loss:		
Change in fair value	-	-
Interest revenue	-	-
Dividend revenue	-	-
Exchange gains/(loss)	-	-
Total designated as fair value through profit and loss	-	-
Net gain/(loss) at fair value through profit and loss	-	-
Net gain/(loss) from financial assets	279,278	292,568

The net income/expense from financial assets not at fair value from profit and loss is \$279,278 (2014: \$292,568).

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	2015	2014
	\$	\$
Note 15C: Net income and expense from financial liabilities		
At amortised cost		
Interest expense	-	-
Exchange gains/(loss)	-	-
Gain/loss on disposal	-	-
Net gain/(loss) financial liabilities - at amortised cost	-	-
Fair value through profit and loss		
Held for trading:		
Change in fair value	-	-
Interest expense	-	-
Exchange gains/(loss)	-	-
Total held for trading	-	-
Designated as fair value through profit and loss:		
Change in fair value	-	-
Interest expense	-	-
Total designated as fair value through profit and loss	-	-
Net gain/(loss) at fair value through profit and loss	-	-
Net gain/(loss) from financial liabilities	-	-

The net income/expense from financial liabilities not at fair value from profit and loss is Nil (2014: Nil).

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	2015	2014
	\$	\$

Note 15D: Credit risk

Credit risk

Exposure to credit risk relating to financial assets arises from the potential non-performance by counterparties of contract obligations that could lead to a financial loss to the entity.

Credit risk is managed through maintaining procedures (such as the utilisation of systems for the approval, granting and removal of credit limits, regular monitoring of exposure against such limits and monitoring of the financial stability of significant customers and counterparties) ensuring, to the extent possible, that members and counterparties to transactions are of sound credit worthiness.

Risk is also minimised through investing surplus funds in financial institutions that maintain a high credit rating or in entities that the committee has otherwise cleared as being financially sound.

Credit risk exposures

The maximum exposure to credit risk by class of recognised financial assets at the end of the reporting period is equivalent to the carrying value and classification of those financial assets (net of any provisions) as presented in the statement of financial position.

There is no collateral held by the entity securing trade and other receivables.

The entity has no significant concentrations of credit risk with any single counterparty or group of counterparties. Details with respect to credit risk of trade and other receivables are provided in Note 5B.

Trade and other receivables that are neither past due nor impaired are considered to be of high credit quality. Aggregates of such amounts are detailed at Note 5B.

The following table illustrates the entity's gross exposure to credit risk, excluding any collateral or credit enhancements.

Financial assets

Trade and other receivables	763,063	582,899
Total	763,063	582,899

Financial liabilities

Trade and other payables	161,157	174,254
Total	161,157	174,254

In relation to the entity's gross credit risk the following collateral is held: Nil

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Note 15D: Credit risk continued

Credit quality of financial instruments not past due or individually determined as impaired

	Not past due nor impaired	Past due or impaired	Not past due nor impaired	Past due or impaired
	2015	2015	2014	2014
	\$	\$	\$	\$
Trade and other receivables	-	(414,320)	-	(381,913)
Total	-	(414,320)	-	(381,913)

Ageing of financial assets that were past due but not impaired for 2015

	0 to 30 days	31 to 60 days	61 to 90 days	90+ days	Total
	\$	\$	\$	\$	\$
279,417					
Trade and other receivables	413,317	96,082	124,791	128,873	763,063
Total	413,317	96,082	124,791	128,873	763,063

Ageing of financial assets that were past due but not impaired for 2014

	0 to 30 days	31 to 60 days	61 to 90 days	90+ days	Total
	\$	\$	\$	\$	\$
Trade and other receivables	419,758	95,064	68,077	-	582,899
Total	419,758	95,064	68,077	-	582,899

Note 15E: Liquidity risk

Contractual maturities for financial liabilities 2015

	On Demand	< 1 year \$	1- 2 years \$	2- 5 years \$	>5 years \$	Total \$
Trade and other payables	-	161,157	-	-	-	161,157
Total	-	161,157	-	-	-	161,157

Maturities for financial liabilities 2014

	On Demand	< 1 year \$	1- 2 years \$	2- 5 years \$	>5 years \$	Total \$
Trade and other payables	-	175,254	-	-	-	175,254
Total	-	175,254	-	-	-	175,254

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Note 15F: Market risk

(i) Interest rate risk

Exposure to interest rate risk arises on financial assets and financial liabilities recognised at the end of the reporting period whereby a future change in interest rates will affect future cash flows.

Sensitivity analysis of the risk that the entity is exposed to for 2015

	Risk variable	Change in risk variable %	Effect on	
			Profit and loss	Equity
			\$	\$
Interest rate risk	-	+2%	163,201	163,201
Interest rate risk	-	-2%	163,201	163,201

Sensitivity analysis of the risk that the entity is exposed to for 2014

	Risk variable	Change in risk variable %	Effect on	
			Profit and loss	Equity
			\$	\$
Interest rate risk	-	+2%	164,289	164,289
Interest rate risk	-	-2%	164,289	164,289

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Note 15F: Market risk (continued)

Sensitivity analysis of the risk that the entity is exposed to for 2015

Price risk

Price risk relates to the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices of securities held.

The entity is not exposed to securities price risk on available-for-sale investments

	Risk variable	Change in risk variable %	Effect on	
			Profit and loss \$	Equity \$
Other price risk	-	-	-	-
Other price risk	-	-	-	-

Sensitivity analysis of the risk that the entity is exposed to for 2014

	Risk variable	Change in risk variable %	Effect on	
			Profit and loss \$	Equity \$
Other price risk	-	-	-	-
Other price risk	-	-	-	-

2015 \$	2014 \$

Note 15G: Asset pledged/or held as collateral

Assets pledged as collateral

Financial assets pledged as collateral:

-	-	-
Total assets pledged as collateral	-	-

Assets held as collateral

Fair value of assets held as collateral:

Financial assets	-	-
Non-financial assets	-	-
Total assets held as collateral	-	-

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Note 16 Fair value measurement

Note 16A: Financial assets and liabilities

Management of the reporting unit assessed that cash, trade receivables and trade payables approximate their carrying amounts largely due to the short term maturities of these instruments.

The fair value of financial assets and liabilities is included at the amount which the instrument could be exchanged in a current transaction between willing parties. The following methods and assumptions were used to estimate the fair values:

- Fair values of the reporting unit's interest-bearing borrowings and loans are determined by using a discounted cash flow method. The discount rate used reflects the issuer's borrowing rate as at the end of the reporting period. The own performance risk as at 31 March 2015 was assessed to be insignificant.
- Fair value of available-for-sale financial assets is derived from quoted market prices in active markets.
- Long-term fixed-rate and variable-rate receivables/borrowings are evaluated by the reporting entity based on parameters such as interest rates and individual credit worthiness of the customer. Based on this evaluation, allowances are taken into account for the expected losses of these receivables. As at 31 March 2015 the carrying amounts of such receivables, net of allowances, were not materially different from their calculated fair values.

The following table contains the carrying amounts and related fair values for the [reporting unit's] financial assets and liabilities:

	Carrying amount 2015 \$	Fair value 2015 \$	Carrying amount 2014 \$	Fair value 2014 \$
Financial Assets				
Cash and cash equivalents	8,160,069	8,160,069	8,214,479	8,214,479
Trade and other receivables	763,063	763,063	582,899	582,899
Total	8,923,132	8,923,132	8,797,378	8,797,378
Financial Liabilities				
Trade payables	161,157	161,157	174,254	174,254
Total	161,157	161,157	174,254	174,254

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Note 16B: Fair value hierarchy

The following tables provide an analysis of financial and non financial assets and liabilities that are measured at fair value, by fair value hierarchy.

Fair value hierarchy – 31 March 2015

	Date of valuation	Level 1 \$	Level 2 \$	Level 3 \$
Assets measured at fair value				
-	-	-	-	-
Total	-	-	-	-
Liabilities measured at fair value				
-	-	-	-	-
Total	-	-	-	-

Fair value hierarchy – 31 March 2014

	Date of valuation	Level 1 \$	Level 2 \$	Level 3 \$
Assets measured at fair value				
-	-	-	-	-
-	-	-	-	-
Total	-	-	-	-
Liabilities measured at fair value				
-	-	-	-	-
-	-	-	-	-
Total	-	-	-	-

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Note 16C: Description of significant unobservable inputs

[AASB 13 Requires additional information on unobservable inputs for Level 3 assets and liabilities at fair value (i.e. investment property, financial assets / liabilities)]

	Valuation technique	Significant unobservable inputs	Range (weighted average)
[Example: Loans to an associate and director]	DCF method	• Constant prepayment rate	1.X% - 2.X% (\$1.5)
		• Discount for non-performance risk	0.X% (0.X%)
[Example: AFS assets in unquoted equity shares]	DCF method	• Long-term growth rate for cash flows for subsequent years (1)	3.X% - 5.X% (4.X%)
		• WACC (2)	5.X% - 9.X% (7.X%)
[Example: Office properties held as investment property]	DCF Method	• Estimated rental value per sqm per month (3)	\$1X - \$2X (\$2X)
		• Rent growth p.a.(3)	1.7% (1.7%)

- (1) A [X%] increase (decrease) in the growth rate would result in an increase (decrease) in fair value by \$XX.
- (2) A [X%] increase (decrease) in the WACC would result in a decrease (increase) in fair value by \$XX.
- (3) Significant increases (decreases) in the estimated rental value and rent growth per annum in isolation would result in significantly higher (lower) fair value of the properties.

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**Note 17: Business combinations
Subsidiaries acquired**

Name of entity	Principal activity	Date of acquisition	Proportion of shares acquired %	Consideration transferred
2015:				
-	-	-	-	-
2014:				
-	-	-	-	-
Consideration transferred				
2015:			<u>[Entity]</u>	<u>[Entity]</u>
Cash				-
Transfer of land & buildings at fair value at date of acquisition				-
Total				<u>-</u>
2014:			<u>[Entity]</u>	<u>[Entity]</u>
Cash				-
Transfer of land & buildings at fair value at date of acquisition				-
Total				<u>-</u>

Assets acquired and liabilities assumed at the date of acquisition

	[Entity]	[Entity]	Total
2015:			
Current assets			
Cash and cash equivalents	-	-	-
Trade and other receivables	-	-	-
Inventories	-	-	-
Non-current assets			
Plant and equipment	-	-	-
Current liabilities			
Trade and other payables	-	-	-
Non-current liabilities			
Deferred tax liabilities	-	-	-
Contingent liabilities	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>

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Note 17: Business combinations (continued)

	[Entity]	[Entity]	Total
2014:			
Current assets			
Cash and cash equivalents	-	-	-
Trade and other receivables	-	-	-
Inventories	-	-	-
Non-current assets			
Plant and equipment	-	-	-
Current liabilities			
Trade and other payables	-	-	-
Non-current liabilities			
Deferred tax liabilities	-	-	-
Contingent liabilities	-	-	-
	-	-	-
Goodwill arising on acquisition			
	[Entity]	[Entity]	Total
2015:			
Consideration transferred			
Less: fair value of identifiable net assets acquired	-	-	-
Goodwill arising on acquisition	-	-	-
	[Entity]	[Entity]	Total
2014:			
Consideration transferred			
Less: fair value of identifiable net assets acquired	-	-	-
Goodwill arising on acquisition	-	-	-

Note 18 Administration of financial affairs by a third party¹

Name of entity providing service:	N/A
Terms and conditions:	N/A
Nature of expenses/consultancy service:	N/A

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Note 19 Section 272 Fair Work (Registered Organisations) Act 2009

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of subsections (1) to (3) of section 272, which reads as follows:

Information to be provided to members or General Manager:

- (1) A member of a reporting unit, or the General Manager, 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.
- (2) 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.
- (3) A reporting unit must comply with an application made under subsection (1).

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,
DIVISIONAL CONFERENCE**

Report on the Financial Report

We have audited the accompanying financial report of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Divisional Conference which comprises the statement of financial position as at 31 March 2015, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory notes and the committee of management's declaration of the reporting entity for the financial year.

Committee of Management's Responsibility for the Financial Report

The reporting entity's committee of management is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the Fair Work (Registered Organisations) Act 2009 and for such internal control as the committee of management determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error. In Note 1, the committee of management also state, in accordance with Accounting Standard AASB 101: Presentation of Financial Statements that the financial statements comply with International Financial Reporting Standards (IFRS).

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about 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 reporting entity's preparation 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 reporting entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee of management, 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.

Independence

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

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,
DIVISIONAL CONFERENCE
continued**

Auditor's Opinion

In our opinion the general purpose financial report of the entity:

- a.
 - (i) presented fairly the entity's financial report for the year ended 31 March 2015 in accordance with the provisions of the Fair Work (Registered Organisations) Act 2009, other requirements imposed by these Reporting Guidelines or Part 3 of Chapter 8 of the Act; and
 - (ii) complied with the Australian Accounting Standards (including Australian Accounting Interpretations) and the International Financial Reporting Standards as disclosed in Note 1.
 - (iii) indicates that management's use of the going concern basis of accounting in preparation of the financial statements is appropriate.
- b. properly and fairly report all information in relation to recovery of wages activity required by the reporting guidelines of the General Manager of the Fair Work Commission including;
 - (i) any fees charged to or reimbursements of expenses claimed from, members and others for recovery of wages activity; and
 - (ii) any donations or other contributions deducted from recovered money



MSI RAGG WEIR
Chartered Accountants



L.S.WONG
Partner

Approved Auditor and Member of the Institute of Chartered Accountants in Australia and New Zealand and current holder of a current public practice certificate
Melbourne:

22 September 2015

ATTACHMENT 2

GEN 15/37
5.3-666

13 April, 2015.

Mr. Stephen Kellett,
Senior Adviser, Regulatory Compliance Branch,
Fair Work Commission,
Level 8, Terrace Towers,
80 William Street,
EAST SYDNEY. NSW. 2011.
By email: stephen.kellett@fwc.gov.au

Dear Mr. Kellett,

**RE: STATEMENT OF LOANS, GRANTS AND DONATIONS – COMMUNICATIONS DIVISION
FOR THE YEAR ENDING 31 MARCH 2015**

Please find enclosed a statement on behalf of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia – Communications Division, made during the financial year ended 31 March 2015.

Yours faithfully,



Dan Dwyer,
DIVISIONAL SECRETARY.

Enc.

DD:kr

Statement of loans, grants and donations exceeding \$1,000 for financial year ending 31 / 3 / 15

Please refer to section 237 of the *Fair Work (Registered Organisations) Act 2009* when completing this form. This statement when lodged with the Fair Work Commission may only be viewed by a member of the organisation. Use of this form is optional.

Organisation details

Name of organisation including division or branch

Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia – Communications Division

Postal Address

Level 9, 365 Queen Street, Melbourne, Victoria

Postcode 3000

Details of officer completing the statement

Name

Dan Dwyer

Name of office held in organisation

Divisional Secretary

(An officer of the organisation should complete the statement)

Postal Address

Level 9, 365 Queen Street, Melbourne, Victoria

Postcode 3053

Telephone number (BH)

(03) 9349 2100

Facsimile number


(03) 9642 0333

Email

ddwyer@cwu.org.au and
cwu@cwu.org.au

I certify that the information contained in this statement and its attachments is true and complete.

Signature



Date

13 / 4 / 15

An organisation must lodge this statement within 90 days of the end of its financial year.

LOANS, GRANTS AND DONATIONS EXCEEDING \$1,000 MADE BY ORGANISATION

(if insufficient space, please attach separate sheet)

LOANS

Name of Recipient of Loan	Address	Amount	Purpose for which loan required	Security given in relation to loan	Arrangements for repayment of loan
NIL					

Note: where a loan is made to relieve a member or dependant of a member from severe financial hardship, the name and address and particulars of arrangements for repayment need not be stated.

GRANTS

Name of Recipient of Grant	Address	Amount	Purpose of Grant
NIL			

Note: where a grant is made to relieve a member or dependant of a member from severe financial hardship, the name and address need not be stated

DONATIONS

Name of Recipient of Donation	Address	Amount	Purpose of Donation
NIL			

Note: where a donation is made to relieve a member or dependant of a member from severe financial hardship, the name and address need not be stated.