



**Australian Government**  
**Australian Industrial Registry**

Level 8, Terrace Towers  
80 William Street, East Sydney, NSW 2011  
Telephone: (02) 8374 6666  
Fax: (02) 9380 6990

**Ref: FR2006/211 [128V-CPTV]**

Ms Joan Doyle  
Branch Secretary  
CEPU Communications Division  
Victorian Postal & Telecommunications Branch  
200 Arden Street  
NORTH MELBOURNE VIC 3051

Dear Ms Doyle

**Financial Return - year ending 31 March 2006**

Our records show your organisation's financial year ended recently. This letter outlines some of the things you must do to meet your financial reporting obligations and when you have to do them. For simplicity, we will call the documents you have to lodge with us your *financial return*.

**New legislation**

This letter is intended as guide to the law applicable on the date of this letter and should not be used as a substitute for legal or accounting advice. We only summarise some of the reporting requirements in this letter. More detailed information is at the end of this letter.

The legislation has changed since your last return. In May 2003 the Industrial Registrar wrote to all organisations forwarding a number of facts sheets outlining the major changes made by Schedule 1B of the Workplace Relations Act 1996 ('RAO'<sup>1</sup>). While the immediate changes affected the rules and elections in organisations, the changes affecting financial returns involve a longer lead time.

**The key differences under the new legislation affecting financial returns are:**

- a reduced financial reporting cycle (now maximum periods of 5 or 6 months depending on internal arrangements of organisation)
- a greater emphasis given to Australian Accounting Standards
- the introduction of a new report, known as an Operating Report (broadly similar in concept to a Director's Report under the corporations legislation)
- extensions of time are limited to one month
- restructured penalty provisions involving more extensive use of Civil Penalties
- the introduction of the Industrial Registrar's Reporting Guidelines
- organisations and their branches to report according to their financial structures, known as 'reporting units'.

We recommend you discuss the new requirements with your accountant or auditor.

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<sup>1</sup> Registration and Accountability of Organisations Schedule (RAO) (Schedule 1B to the *Workplace Relations Act 1996*)

## Reporting Unit

One of the new concepts of the RAO legislation is that reporting entities are known as "*reporting units*". Where an organisation is not divided into branches the reporting unit is the whole of the organisation. Where an organisation is divided into branches each branch will be a reporting unit unless the Industrial Registrar has determined a division of the organisation into reporting units on an alternative basis. We can discuss this with you if you need more information.

For simplicity, we will refer to your organisation as a reporting unit in this letter.

## Industrial Registrar's Guidelines

The Industrial Registrar's reporting guidelines set out certain disclosure requirements in addition to those prescribed by Australian Accounting Standards having in mind the nature of organisations registered under the Workplace Relations Act.

The disclosure requirements prescribed by the reporting guidelines are directed towards providing members of the reporting unit with information to enable them to gauge the performance of the committee of management and other holders of office in relation to the financial management of the reporting unit. In addition, the reporting guidelines seek to improve the quality of information available to users of the financial report about the reporting unit's economic support of, or economic dependency on, other reporting units of the organisation.

## Timeline Planner and Checklist

We have attached a Timeline/Planner (*Attachment A*) to help you **plan** your financial return and carry out all the necessary steps. We have also attached a Document Checklist (*Attachment B*) to **check** your documents before lodging them in the Registry. Both documents are abbreviated summaries of the relevant provisions of the RAO Schedule, RAO Regulations and the Industrial Registrar's Reporting Guidelines.

In the following section we describe some of the documents your reporting unit must prepare and the sequence of their preparation and completion.

## Three Reports

Your reporting unit must prepare two reports as soon as practicable after its financial year, which, together with the Auditor's Report, comprise the reporting unit's financial return.

1. **General Purpose Financial Report** - this must comply with the Australian Accounting Standards and the Industrial Registrar's Reporting Guidelines. The GPFR consists of:

Financial Statements containing:

- a profit and loss statement, or other operating statement; and
- a balance sheet; and
- a statement of cash flows; and
- any other statements required by the Australian Accounting Standards; and

Notes to the Financial Statements containing:

- notes required by the Australian Accounting Standards; and
- information required by the Industrial Registrar's *Reporting Guidelines* under section 255); and

Committee of Management Statement as required by the Registrar's Reporting Guidelines (a sample certificate for illustrative purposes is at Attachment C)

2. **Operating Report** - this report includes a review of your reporting unit's principal activities for the year and other specified information.

Your reporting unit must appoint an auditor to audit the GPFR and to provide:

3. an **Auditor's Report**.

### **First Meeting (Committee of Management)**

For simplicity, we will call the meeting at which the committee of management first considers the GPFR the first meeting. At the first meeting your committee, if satisfied that all is in order, will resolve to express its opinion on the GPFR and complete a Committee of Management Statement.

### **The Auditor**

After the first meeting, the auditor takes the GPFR and the Committee of Management Statement and prepares a report on the GPFR. In practice, your auditor may have already completed most of his or her examination of your accounts. The auditor may only be waiting on the Committee to pass the required resolution and make the Statement before signing the report the same day.

### **Informing Your Members**

Your reporting unit must provide free of charge to the general membership, copies of the GPFR, the Operating Report and the Auditor's Report. RAO calls these the "full report". Under certain circumstances, your reporting unit can provide a more limited *concise report*.

The reporting unit can meet its obligation to provide copies of the full or concise report to members by publishing the report in a journal that is available to the members free of charge.

A reporting unit may meet this obligation in whole or in part by publication of the report in a journal published on a web site on the Internet dependent on:

- a. the extent of the accessibility of the members of the reporting unit to the Internet; and
- b. that the members are notified by the reporting unit in the usual manner in which it communicates with its members that the report has been so published at a specified Internet address.

The report must be provided within 5 or 6 months from the end of the financial year, depending on the internal arrangements of the organisation for the presentation of its financial reports.

### **The Second Meeting - if it is a General Meeting of Members**

After providing the full report to members it must be presented to a general meeting of members. For simplicity this is referred to as the *second meeting*.

Your reporting unit must always allow a minimum of 21 days for members to receive the full report before presenting it to a general meeting of members (s265(5)). The purpose of the interval and the second meeting is to enable the members to have time to consider the report and, if they wish, to attend the second meeting to discuss it.

If the rules of the organisation permit a general meeting to be a series of meetings held at different locations, the full report may be presented to such a series of meetings. In this case the 'date' of the general meeting is taken to be the date of the last meeting in the series (see s266(2)).

## **The Second Meeting - if it is a Committee of Management Meeting**

If the rules of your organisation contain a provision that allows up to 5% of members to demand a general meeting to be held consider the report (see s266(3)), it is permissible to present the report directly to a Committee of Management meeting.

## **Lodge full report within 14 days of meeting**

You must lodge a copy of the full report and any concise report in the Industrial Registry within 14 days of the second meeting. For your convenience you are encouraged to lodge the material electronically (see eFiling Tab at [www.airc.gov.au](http://www.airc.gov.au)).

The Secretary (or another officer appropriately authorised under the rules of the organisation) must *certify* that the full report is a copy of the one provided to members and presented to the second meeting and provide the date of the meeting (a sample certification for illustrative purposes is at *Attachment D*).

When we receive your return we will check that it includes the information you must provide your members and that you have provided it to them correctly.

## **Complying with time limits**

This letter has outlined some of the steps in preparing and lodging your return. Many of the steps must be completed within fixed time limits.

Failure to complete them in time could make your reporting unit or its officers liable to financial or "civil penalties".

## **Extensions of Time**

We appreciate that sometimes circumstances beyond your reporting unit's control may delay completion of a financial return. If you believe your reporting unit is going to be unable to meet a time limit tell us as soon as you know. We can advise you if the step is one for which you may apply under RAO to the Industrial Registrar for extra time to complete. The maximum extra time allowed can be no more than one month.

## **Reduced Reporting Requirements**

If your reporting unit meets certain conditions, some of these reporting requirements can be reduced. Such conditions might be where the annual income of the reporting unit (where the reporting unit is the whole of the organisation) is less than \$100,000, or where the reporting unit has no financial affairs in the financial year, or where the financial affairs of the reporting unit are encompassed by the financial affairs of its counterpart State industrial association.

## **Contact the Registry**

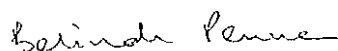
We encourage you to contact the Registry on (02) 8374 6666 as early as possible if you believe preparation or lodgment of your return will be delayed or if you have any queries. We can offer you advice on procedure but we cannot give you legal or accounting advice.

## Information on AIRC Website

We recommend you and your accountant/auditor refer to the following documents on the Commission's website at [www.airc.gov.au](http://www.airc.gov.au):

- [RAO Schedule and RAO Regulations](#)
- [Registrar's Reporting Guidelines](#) - All GPFR's must comply with these Guidelines. Please note that the Guidelines set out requirements that are *in addition* to those required by the Australian Accounting Standards.
- [RAO Fact Sheets](#) - These Fact Sheets explain the new requirements of the RAO Schedule - many of them deal with financial reporting matters.

Yours sincerely



For Deputy Industrial Registrar  
4 April 2006



**Documents Checklist**

You can use this checklist as soon as possible after the financial year ends to ensure you have all the necessary documents prepared and that those documents contain all information required by RAO.

You can also use this checklist to ensure all documents in your financial return are complete before lodging them in the Registry.

No	Document	✓
<b>1</b>	<b>General Purpose Financial Report</b>	
	Does the report contain a Profit and Loss Statement?	
	Does the report contain a Balance Sheet?	
	Does the report contain a Statement of Cash Flows?	
	Does the report contain notes to the financial statements as required by AAS and the reporting guidelines?	
	Does the report contain all other information required by the reporting guidelines?	
<b>2</b>	<b>Committee of Management Statement</b>	
	Is the statement signed by the officer responsible for undertaking functions necessary to enable the reporting unit to comply with RAO?	
	Is the statement dated?	
	Is the statement in accordance with a resolution of the committee?	
	Does the statement specify the date of the resolution?	
	Does the statement contain declarations required by the reporting guidelines?	
<b>3</b>	<b>Auditor's Report</b>	
	Is the Report dated and signed by the auditor?	
	Is the name of the auditor clear?	
	Are the qualifications of the auditor on the report?	
	Has the auditor expressed an opinion on all matters required?	
<b>4</b>	<b>Operating Report</b>	
	Is the report signed and dated?	
	Does the report provide the number of members?	
	Does the report provide the number of employees?	
	Does the report contain a review of principal activities?	
	Does the report give details of significant changes?	
	Does the report give details of right of members to resign?	
	Does the report give details of superannuation trustees?	
	Does the report give details of membership of the committee of management?	
<b>5</b>	<b>Concise report*</b>	
<b>6</b>	<b>Certificate of Secretary or other Authorised Officer</b>	
	Is the certificate signed and dated?	
	Is the signatory the secretary or another officer authorised to sign the certificate?	
	Is the date that the report was provided to members stated?	
	Is the date of the Second Meeting at which the report was presented stated?	
	Does the certificate state that the documents are copies of those provided to members?	
	Does the certificate state that the documents are copies of those presented to the Second Meeting?	

\* This is an optional way of providing documents to members (see RAO s265(3) and RAO Reg. 161).

Committee Of Management Statement

On *[date of meeting]* the Committee of Management of *[name of reporting unit]* passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended *[date]*:

The Committee of Management declares in relation to the GPFR 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 Industrial Registrar;
- (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;
- (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 RAO Schedule and the RAO Regulations; and
  - #(iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been\* kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
  - #(v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been\* furnished to the member or Registrar; and
  - #(vi) there has been\* compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

For Committee of Management: *[name of designated officer per section 243 of the RAO Schedule]*

Title of Office held:

Signature:

Date:

\* *Where compliance or full compliance has not been attained - set out details of non compliance instead.*

# *Where not relevant these may be modified accordingly (e.g. in (vi) "No orders have been made by the Commission under section 273 of the RAO Schedule during the period."*



**Certificate of Secretary or other Authorised Officer<sup>1</sup>**

s268 of Schedule 1B *Workplace Relations Act 1996*

I *[name]* being the *[title of office]* of the *[name of the organisation]* certify:

- that the documents lodged herewith are copies of the full report, *[and the concise report]<sup>2</sup>*, referred to in s268 of the RAO Schedule; and
- that the *[full report OR concise report]<sup>3</sup>*, was provided to members on *[insert date]*; and
- that the full report was presented to *[a general meeting of members OR the last of a series of general meetings of members OR a meeting of the committee of management]<sup>3</sup>* of the reporting unit on *[insert date]*; in accordance with section 266 of the RAO Schedule.

Signature

Date:

<sup>1</sup>RAO regulation 162 prescribes the designated officer for the purpose of RAO schedule s268 as:

(a) the secretary; or

(b) an officer of the organisation other than the secretary who is authorised by the organisation or by the rules of the organisation to sign the certificate mentioned in that paragraph.

<sup>2</sup>Only applicable where a concise report is provided to members

<sup>3</sup>Insert whichever is applicable



Communication Workers' Union

**P&T Branch (Vic)**  
ABN 30 490 675 447

**Joan Doyle**  
Branch Secretary

Ground Floor  
200 Arden St  
North Melbourne  
Victoria 3051  
Australia

**Certificate of Secretary or other Authorised Officer**  
*s272 of Schedule 1B Workplace Relations Act 1996*

I Joan Doyle being the Secretary of the CEPU (Postal & Telecommunications Branch) Victoria certify:

Ph: (03) 9600 9100  
Fax: (03) 9600 9133  
Email: [cdptvic@cepu.asn.au](mailto:cdptvic@cepu.asn.au)

- that the documents lodged herewith are copies of the full report, and the concise report referred to in s272 of the RAO Schedule; and
- that the concise report was provided to members on 2/8/06; and
- that the full report was presented to a general meeting of members held on 23/8/06 and a meeting of the committee of management of the reporting unit on 12/7/06 in accordance with section 272 of the RAO Schedule.

*Joan V Doyle*

Joan Doyle  
Branch Secretary  
Communication Workers Union  
Postal & Telecommunications Branch Victoria



Date: 24/8/08



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

**msi**  **RAGG WEIR**  
Chartered Accountants

**LEVEL 2, 50 BURWOOD ROAD, HAWTHORN**

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**COMMUNICATIONS, ELECTRICAL, ELECTRONIC,  
ENERGY, INFORMATION, POSTAL, PLUMBING  
AND ALLIED SERVICES UNION OF AUSTRALIA,  
COMMUNICATIONS DIVISION,  
POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
ABN 30 490 675 447**

**FINANCIAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2006**



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,  
POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
ABN 30 490 675 447**

**OPERATING REPORT**

In accordance with Section 254 of the Workplace Relations Act 1996, the Committee of Management present their Operating Report on the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) (the Union), the relevant Reporting Unit for the financial year ended 31 March 2006.

**Principal Activities**

The principal activities of the Union during the past year fell into the following categories:

- Promoting the interests of Postal and Telecommunications workers.
- Implementing the decisions of the Divisional Branch Committee of Management, Divisional Executive, Divisional Conference and National Council.
- Implementing the union's organising & industrial agenda, including direct assistance and strategic advice to members, assistance to members on planning and resourcing campaigns, bargaining, training and development of shop stewards and officials.
- Support and representation of individual member grievances, advice on legal and legislative matters.
- Lobbying and negotiations with different levels of Government and key industry organisations around issues of importance to Australia Post and Telstra workers.
- Management of the Unions financial and membership systems.

**Operating Result**

The operating profit of the Union for the financial year was \$412,521. No provision for tax was necessary as the Union is exempt from income tax.

**Significant Changes**

No significant changes in the Union's state of affairs occurred during the financial year.

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Union, the results of those operations, or the state of affairs of the Union in future financial years.

**Rights of Members**

Subject to the Rule 11 of the Union's rules and Section 174 of the Workplace Relations Act 1996, members of the Union have the right to resign from membership by providing written notice addressed to and delivered to the Secretary of the Union.

**Superannuation Officeholders**

No officer or member of the reporting unit:

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

**Other Prescribed Information**

In accordance with Regulation 159 of the Workplace Relations (Registration and Accountability of Organisations) 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 RAO Schedule and who are taken to be members of the Union under section 244 of the RAO Schedule was 5,655.

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**OPERATING REPORT continued**

**Other Prescribed Information continued**

- (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 14.
- (c) the names of each person who have been a member of the Committee of Management of the Union at any time during the reporting period, and the period for which he or she held such a position were;

<b>Name</b>			
Joan Doyle		Joseph Stramand	resigned 31 <sup>st</sup> July 2005
Gail Cholosznecki		Dale Chatterton	resigned 31 <sup>st</sup> July 2005
Norm Eccles	resigned 31 <sup>st</sup> July 2005	David Dawson	resigned 31 <sup>st</sup> July 2005
Leslie Brown		Mark Hall	
Adrian Zelesco		Dave McKinney	resigned 31 <sup>st</sup> July 2005
Russell Brown		Dennis Mills	resigned 31 <sup>st</sup> July 2005
Brendan Henley		Stephen O'Neil	resigned 31 <sup>st</sup> July 2005
Sithy Marikar		Gary Riddle	resigned 31 <sup>st</sup> July 2005
Anthony Brown	resigned 31 <sup>st</sup> July 2005	Len Barry	appointed 1 <sup>st</sup> August 2005
An Hong		John Hogg	appointed 1 <sup>st</sup> August 2005
Nigel Jansen		Denise McGlinchey	appointed 1 <sup>st</sup> August 2005
Martin O'Nea		Anthony Veal	appointed 1 <sup>st</sup> August 2005
Gary Price		Val Butler	appointed 1 <sup>st</sup> August 2005
Neil Reid	resigned 31 <sup>st</sup> July 2005	Andrew King	appointed 1 <sup>st</sup> August 2005

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

**Adoption of Australian Equivalents to IFRS**

As a result of the introduction of Australian equivalents to International Financial Reporting Standards (AIFRS), the Reporting Unit's financial report has been prepared in accordance with those standards. No adjustments arise on the transition to AIFRS.

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

For Committee of Management: Joan Veronica Doyle  
Title of Office held: Branch Secretary

Signature



Melbourne: 24 July 2006

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
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**INCOME STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2006**

	Note	2006 \$	2005 \$
Revenues	3	2,195,201	1,727,074
Administration expense	4	(286,258)	(252,807)
Affiliation and capitation fees	4	(421,503)	(405,553)
Communication expense		(32,098)	(40,591)
Depreciation expense	4	(33,633)	(40,166)
Employee benefits expense	4	(978,989)	(868,713)
Occupancy expense		(49,518)	(35,938)
Other expenses		<u>19,319</u>	<u>(41,239)</u>
<b>Profit before income tax expense</b>	4	412,521	42,067
Income tax expense	1(a)	<u>-</u>	<u>-</u>
<b>Net profit attributable to members</b>		<u>412,521</u>	<u>42,067</u>

The accompanying notes form part of these financial statements.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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**BALANCE SHEET  
AS AT 31 MARCH 2006**

	Note	2006 \$	2005 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	5	73,681	87,897
Trade and other receivables	6	101,753	54,953
Other current assets	7	5,179	8,004
<b>TOTAL CURRENT ASSETS</b>		<u>180,613</u>	<u>150,854</u>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables	6	1,481,250	-
Property, plant and equipment	8	95,851	1,204,376
Financial assets	9	1,000	1,000
<b>TOTAL NON-CURRENT ASSETS</b>		<u>1,578,101</u>	<u>1,205,376</u>
<b>TOTAL ASSETS</b>		<u>1,758,714</u>	<u>1,356,230</u>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	10	172,968	203,411
Provisions	11	266,279	245,873
<b>TOTAL CURRENT LIABILITIES</b>		<u>439,247</u>	<u>449,284</u>
<b>TOTAL LIABILITIES</b>		<u>439,247</u>	<u>449,284</u>
<b>NET ASSETS</b>		<u>1,319,467</u>	<u>906,946</u>
<b>EQUITY</b>			
Retained profits		<u>1,319,467</u>	<u>906,946</u>
<b>TOTAL EQUITY</b>		<u>1,319,467</u>	<u>906,946</u>

The accompanying notes form part of these financial statements.



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**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 31 MARCH 2006**

	Retained earnings	Total
Balance at 1 April 2004	864,879	864,879
Retrospective adjustment upon change in accounting policy	-	-
Profit attributable to members	42,067	42,067
Revaluation increment (decrement)	-	-
<b>Balance at 31 March 2005</b>	<b>906,946</b>	<b>906,946</b>
Retrospective adjustment upon change in accounting policy	-	-
Profit attributable to members	412,521	412,521
Revaluation increment (decrement)	-	-
<b>Balance at 31 March 2006</b>	<b>1,319,467</b>	<b>1,319,467</b>

The accompanying notes form part of these financial statements.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 MARCH 2006**

	Note	2006 \$	2005 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Membership contributions		1,595,069	1,630,250
Interest received		2,403	862
Other receipts		234,247	83,971
Payments to Divisional Conference		(407,536)	(499,176)
Payments to suppliers & employees		<u>(1,430,742)</u>	<u>(1,210,633)</u>
Net cash provided by (used in) operating activities	16b	<u>(6,559)</u>	<u>5,274</u>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Purchase of property, plant & equipment		<u>(7,657)</u>	<u>(6,995)</u>
Net cash provided by (used in) investing activities		<u>(7,657)</u>	<u>(6,995)</u>
Net increase/(decrease) in cash held		(14,216)	(1,721)
Cash at beginning of year		<u>87,897</u>	<u>89,618</u>
Cash at end of year	16a	<u>73,681</u>	<u>87,897</u>

The accompanying notes form part of these financial statements.

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**STATEMENT OF RECEIPTS AND PAYMENTS FOR RECOVERY OF WAGES ACTIVITY  
CASH BASIS - FOR THE YEAR ENDED 31 MARCH 2006**

	2006 \$	2005 \$
<b>Cash assets in respect of recovered money at beginning of year</b>	-	-
<b>Receipts</b>		
Amounts recovered from employers in respect of wages etc	-	-
Interest received on recovered money	-	-
	-	-
<b>Total receipts</b>	-	-
<b>Payments</b>		
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	-	-
- other entity	-	-
Deductions of fees or reimbursements of expenses	-	-
Payments to workers in respect of recovered money	-	-
	-	-
<b>Total payments</b>	-	-
<b>Cash assets in respect of recovered money at end of year</b>	-	-

The accompanying notes form part of these financial statements.

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**NOTES TO THE FINANCIAL STATEMENTS  
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**NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES**

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Consensus Views, other authoritative pronouncements of the Australian Accounting Standards Board and the Workplace Relations Act 1996.

The financial report of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety.

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

**Basis of Preparation**

**First-time Adoption of Australian Equivalents to International Financial Reporting Standards**

Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) has prepared financial statements in accordance with the Australian equivalents to International Financial Reporting Standards (AIFRS) from 1 April 2005.

In accordance with the requirements of AASB 1: First-time Adoption of Australian Equivalents to International Financial Reporting Standards, adjustments resulting from the introduction of AIFRS are being applied retrospectively to 2005 comparative figures excluding cases where optional exemptions available under AASB 1 have been applied. These accounts are the first financial statements of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) to be prepared in accordance with AIFRS.

The accounting policies set out below have been consistently applied to all years presented. The Union has however elected to adopt the exemptions available under AASB 1 relating to AASB 132: Financial Instruments: Disclosure and Presentation, and AASB 139: Financial Instruments: Recognition and Measurement.

**Reporting Basis and Conventions**

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

**Accounting Policies**

**a. Income Tax**

No provision for income tax is necessary as "Trade Unions" are exempt from income tax under Section 50 – 15 of the Income Tax Assessment Act 1997.

**b. Property, Plant and Equipment**

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation.

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**NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES continued**

**b. Property, Plant and Equipment continued**

**Property**

Freehold land and buildings are measured on the fair value basis, being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction. It is the policy of the Union to have an independent valuation every three years, with annual appraisals being made by the committee of management.

The revaluation of freehold land and buildings has not taken account of the potential capital gains tax on assets acquired after the introduction of capital gains tax.

**Plant and equipment**

Plant and equipment is measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by the committee of management to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have been discounted to present values in determining recoverable amounts.

**Depreciation**

The depreciable amount of all fixed assets including buildings, but excluding freehold land, is depreciated on a straight line or a reducing balance basis over their estimated useful lives to the Union commencing from the time the asset is held ready for use.

The depreciation rates used for each class of assets are:

Class of Fixed Asset	Depreciation Rate
Building	2.5%
Office equipment, furniture and fittings	7.5% - 30%
Motor vehicles	22.5%
Computer equipment	20.0% - 40%

**c. Leases**

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

**d. Employee Benefits**

Provision is made for the Union's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year together with benefits arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at the amounts expected to be paid when the liability is settled plus related on-costs. Other employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

Contributions are made by the Union to an employee superannuation fund and are charged as expenses when incurred.

**e. Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand and at call deposits with banks or financial institutions.

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**NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES continued**

**f. Revenue**

Revenue from membership subscriptions is recognised on an accrued basis.

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

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

**g. Goods and Services Tax (GST)**

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

**h. Comparative Figures**

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

**NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR**

In accordance with the requirements of the Workplace Relations Act, 1996, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272 of Schedule 1B which read as follows: -

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

	2006 \$	2005 \$
<b>NOTE 3: REVENUE</b>		
<b>Operating activities</b>		
Membership subscriptions	1,558,988	1,640,166
Donations	11,194	-
Interest received	2,403	862
Reimbursement of expenses	208,498	84,776
Rental income	9,712	-
Sundry	3,612	1,270
	<hr/>	<hr/>
Total revenue from operating activities	1,794,407	1,727,074
Profit on sale of land & buildings	400,794	-
	<hr/>	<hr/>
Total revenue	2,195,201	1,727,074

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	2006 \$	2005 \$
<b>NOTE 4: PROFIT FROM ORDINARY ACTIVITIES</b>		
Profit from ordinary activities before income tax expense has been determined after:		
<b>Expenses</b>		
<b>Administration expense</b>		
Allowances – delegates	2,530	4,510
Bank charges	21,021	16,126
Commission on contributions received	24,081	25,664
Computer maintenance	2,686	191
Debt collection expenses	6	19
Donations	350	65
Insurance	12,191	9,592
Loss on disposal of fixed assets	1,971	-
Loss of wages	4,148	753
Motor vehicle expenses	48,439	32,508
Office repairs & maintenance	14,306	21,534
Organisers expenses	501	-
Postages	45,924	50,066
Printing, stationery & publications	38,522	49,906
Professional services:		
- Accountancy and audit fees	14,335	11,000
- Legal fees	38,023	8,196
Rental of office equipment	1,430	-
Staff amenities	2,694	3,777
Staff training, seminars & procurement	5,233	4,128
Sundry expenses	3,307	4,675
Travel expenses	4,560	10,097
	<u>286,258</u>	<u>252,807</u>
<b>Affiliation fees, capitation fees and compulsory levies</b>		
Affiliation fees:		
- Australian Labour Party	26,169	26,187
- Trades and Labour Councils		
- Ballarat Trades Hall Council	500	888
- Bendigo Trades Hall Council	540	552
- Geelong Trades Hall Council	858	840
- Goulburn AV	388	388
- North East	150	400
- South West	400	200
- Miscellaneous	10,931	3,519
- Victorian Trades Hall Council	22,555	6,892
Capitation fees:		
- CEPU Divisional Conference	356,365	362,719
Compulsory Levies:		
- CEPU National Council	2,647	2,968
	<u>421,503</u>	<u>405,553</u>

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	2006 \$	2005 \$
<b>NOTE 4: PROFIT FROM ORDINARY ACTIVITIES continued</b>		
<b>Depreciation expense</b>		
Depreciation of property, plant and equipment	33,633	40,166
<b>Employee benefits expense</b>		
Salaries and allowances		
- elected officials	442,921	411,248
- employees	108,841	115,481
- temporary industrial staff	111,521	72,299
- temporary staff	42,437	17,203
- compensation wages	103,416	62,479
Superannuation contributions		
- elected officials	65,825	61,306
- employees	33,338	30,327
Provision for annual leave		
- elected officials	7,028	(577)
- employees	77	(576)
Provision for long service leave		
- elected officials	4,610	14,977
- employees	480	493
Provision for sick leave		
- elected officials	920	3,244
- employees	2,922	(2,043)
Termination payments		
- elected officials	-	-
- employees	721	19,258
Other		
- fringe benefit tax	2,138	13,972
- payroll tax	41,110	38,819
- superannuation insurance	4,513	3,827
- Workcover levy	6,171	6,976
	978,989	868,713

**NOTE 5: CASH AND CASH EQUIVALENTS**

Cash on hand	630	1,050
Cash at bank		
- General fund	73,041	85,706
- Joint fund	10	1,141
	73,681	87,897



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	2006 \$	2005 \$
<b>NOTE 6: TRADE AND OTHER RECEIVABLES</b>		
CURRENT		
Contributions in arrears	31,097	80,208
Less doubtful debt provision	(12,439)	(45,844)
Sundry debtors	83,095	20,589
	101,753	54,953
NON CURRENT		
Proceeds due from sale of land & buildings	1,481,250	-

In accordance with a Divisional Executive meeting on 20 February 2006, all funds from the sale of 67-71 and 58 Cromwell Street, Collingwood are to be invested in accordance with the union's rules, in secure long term investments following independent expert advice and that the income generated, less a component equal to the relevant annual ABS, CPI index, be available to the Victorian P & T branch for accommodation expenses and for membership growth.

Subsequent to the above, at a Divisional Executive meeting on 14 July 2006, it was resolved that to meet the requirements of National Rule 6.2.1.5, the Victorian P & T branch funds from the sale be considered as available to meet officials and employees employment entitlements if a need arises.

**NOTE 7: OTHER CURRENT ASSETS**

Prepayments	5,179	8,004
	<b>2006</b>	<b>2005</b>
	<b>\$</b>	<b>\$</b>

**NOTE 8: PROPERTY, PLANT AND EQUIPMENT**

Freehold Land – at committee of management 31 March 2004 valuation	-	885,706
Buildings – at committee of management 31 March 2004 valuation	-	205,000
Less accumulated depreciation	-	(5,125)
	-	199,875
Total Land and Buildings	-	1,085,581
Computer equipment – at cost	144,615	232,645
Less accumulated depreciation	(141,247)	(225,467)
	3,368	7,178
Motor vehicles – at cost	193,135	193,135
Less accumulated depreciation	(123,743)	(103,596)
	69,392	89,539

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	2006 \$	2005 \$
<b>NOTE 8: PROPERTY, PLANT AND EQUIPMENT continued</b>		
Office equipment, furniture and fittings – at cost	194,687	324,824
Less accumulated depreciation	<u>(171,596)</u>	<u>(302,746)</u>
	23,091	22,078
Total property, plant and equipment	<u>95,851</u>	<u>1,204,376</u>

The Freehold Land and Buildings representing the Branch's half share of 58 - 60 and 67 - 71 Cromwell Street, Collingwood, was sold on the 20 March 2006 with the Union's share of the proceeds being \$1,481,250. Settlement will take place on 12 August 2006.

**MOVEMENTS IN CARRYING AMOUNTS**

	Land & Buildings \$	Computer equipment \$	Motor Vehicles \$	Office furniture and equipment \$	Total \$
Balance at the beginning of year	1,085,581	7,178	89,539	22,078	1,204,376
Additions	-	-	-	7,657	7,657
Disposals	(1,080,456)	(31)	-	(2,062)	(1,082,549)
Depreciation expense	<u>(5,125)</u>	<u>(3,779)</u>	<u>(20,147)</u>	<u>(4,582)</u>	<u>(33,633)</u>
<b>Carrying amount at the end of financial year</b>	<u>-</u>	<u>3,368</u>	<u>69,392</u>	<u>23,091</u>	<u>95,851</u>

**NOTE 9: FINANCIAL ASSETS**

New International Bookshop Co-Op	<u>1,000</u>	<u>1,000</u>
Amounts realisable within one year	-	-
Amounts not realisable within one year	<u>1,000</u>	<u>1,000</u>
	<u>1,000</u>	<u>1,000</u>

**NOTE 10: TRADE AND OTHER PAYABLES**

Contributions paid in advance	40,416	53,447
Legal fees payable	24,363	8,965
Owing to Divisional Conference:		
- dues	40,478	43,209
- payroll tax	6,509	4,326
Sundry creditors	<u>61,202</u>	<u>93,464</u>
	<u>172,968</u>	<u>203,411</u>

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	<b>2006</b>	<b>2005</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 11: PROVISIONS</b>		
Employee entitlements:		
Provision for annual leave		
- elected officials	36,108	29,080
- employees	<u>27,918</u>	<u>27,841</u>
	<u>64,026</u>	<u>56,921</u>
Provision for long service leave		
- elected officials	46,861	37,882
- employees	<u>31,539</u>	<u>31,059</u>
	<u>78,400</u>	<u>68,941</u>
Provision for sick leave		
- elected officials	64,224	63,304
- employees	<u>59,629</u>	<u>56,707</u>
	<u>123,853</u>	<u>120,011</u>
Total Employee Entitlements	<u>266,279</u>	<u>245,873</u>
Number of employees at year end	14	14

**NOTE 12: CONTINGENT LIABILITIES**

There are no contingent liabilities at the date of this report.

**NOTE 13: RELATED PARTY TRANSACTIONS**

The names of committee of management of the Reporting Unit who have held office during the financial year are:

Joan Doyle		Joseph Stramand	resigned 31 <sup>st</sup> July 2005
Gail Cholosznecki		Dale Chatterton	resigned 31 <sup>st</sup> July 2005
Norm Eccles	resigned 31 <sup>st</sup> July 2005	David Dawson	resigned 31 <sup>st</sup> July 2005
Leslie Brown		Mark Hall	
Adrian Zelesco		Dave McKinney	resigned 31 <sup>st</sup> July 2005
Russell Brown		Dennis Mills	resigned 31 <sup>st</sup> July 2005
Brendan Henley		Stephen O'Neil	resigned 31 <sup>st</sup> July 2005
Sithy Marikar		Gary Riddle	resigned 31 <sup>st</sup> July 2005
Anthony Brown	resigned 31 <sup>st</sup> July 2005	Len Barry	appointed 1 <sup>st</sup> August 2005
An Hong		John Hogg	appointed 1 <sup>st</sup> August 2005
Nigel Jansen		Denise McGlinchey	appointed 1 <sup>st</sup> August 2005
Martin O'Nea		Anthony Veal	appointed 1 <sup>st</sup> August 2005
Gary Price		Val Butler	appointed 1 <sup>st</sup> August 2005
Neil Reid	resigned 31 <sup>st</sup> July 2005	Andrew King	appointed 1 <sup>st</sup> August 2005

a. The aggregate amount of remuneration paid to elected officials during the financial year for salaries was \$442,921.

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**NOTE 13: RELATED PARTY TRANSACTIONS continued**

The aggregate amount paid during the financial year to a superannuation plan in connection with the retirement of elected officials was \$65,825.

- b. Remuneration paid to other persons on the committee of management was \$1,665.
- c. There were no transactions between the officers of the Reporting Unit other than those relating to their membership of the Reporting Unit and reimbursement by the Reporting Unit in respect of expenses incurred by them in the performance of their duties. Such transactions have been on conditions no more favourable than those which it is reasonable to expect would have been adopted by parties at arm's length.

**NOTE 14: SEGMENT REPORTING**

The Union operates predominantly in one industry, being the Communications sector covering Telstra and Australia Post. The business operates predominantly in one geographical area being Victoria, Australia.

**NOTE 15: ECONOMIC DEPENDENCE**

The principle source of income for the Reporting Unit is from membership fees. The Reporting Unit is economically dependent upon the membership levels and fees.

2006	2005
\$	\$

**NOTE 16: CASH FLOW INFORMATION**

**a. Reconciliation of Cash**

Cash at the end of the financial year as shown in the statements of cash flows is reconciled to the related items in the balance sheet as follows:

Cash on hand	630	1,050
Cash at bank/(overdraft)	73,051	86,847
	<u>73,681</u>	<u>87,897</u>

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	2006 \$	2005 \$
<b>NOTE 16: CASH FLOW INFORMATION continued</b>		
<b>b. Reconciliation of Cash Flow from Operations with Net Profit / (Loss) attributable to members</b>		
Net profit / (loss)	412,521	42,067
Depreciation	33,633	40,166
Loss on disposal of fixed assets	1,971	-
Profit on sale of land & buildings	(400,794)	-
Non cash item	122	-
Provision for doubtful debts	(33,405)	24,922
Changes in assets and liabilities:		
(Increase)/decrease in contributions in arrears	49,111	(22,671)
(Increase)/decrease in prepayments	2,825	(1,372)
(Increase)/decrease in other receivables	(62,506)	(19,089)
Increase/(decrease) in sundry creditors	(16,864)	4,121
Increase/(decrease) in amount owing to Divisional Conference	(548)	(91,143)
Increase/(decrease) in contributions in advance	(13,031)	12,755
Increase/(decrease) in employee benefits	20,406	15,518
	(6,559)	5,274

c. The Union has no credit stand-by or financing facilities in place.

d. There were no non-cash financing or investing activities during the period.

**NOTE 17: FINANCIAL INSTRUMENTS**

**a. Interest Rate Risk**

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

2006	Weighted Average Effective Interest Rate %	Floating Interest Rate \$	Fixed Interest Rate Maturing			TOTAL \$	
Note			Within 1 Year \$	1 to 5 Years \$	Non- interest bearing \$		
<b>Financial Assets</b>							
Cash at bank	5	5.25	55,261	-	-	18,420	73,681
Receivables	6	-	-	-	-	1,583,003	1,583,003
Other financial assets	9	-	-	-	-	1,000	1,000
<b>Total Financial Assets</b>			55,261	-	-	1,602,423	1,657,684
<b>Financial Liabilities</b>							
Payables	10	-	-	-	-	172,968	172,968
<b>Total Financial Liabilities</b>			-	-	-	172,968	172,968
<b>Net Financial Assets/ (Liabilities)</b>			55,261	-	-	1,429,455	1,484,716

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**NOTE 17: FINANCIAL INSTRUMENTS continued**

2005	Note	Weighted Average Effective Interest Rate	Floating Interest Rate	Fixed Interest Rate Maturing			TOTAL
				Within 1 Year	1 to 5 Years	Non- interest bearing	
		%	\$	\$	\$	\$	\$
<b>Financial Assets</b>							
Cash	5	5.50	42,858	-	-	45,039	87,897
Receivables	6	-	-	-	-	54,953	54,953
Other financial assets	9	-	-	-	-	1,000	1,000
Total Financial Assets			<u>42,858</u>	<u>-</u>	<u>-</u>	<u>100,992</u>	<u>143,850</u>
<b>Financial Liabilities</b>							
Payables	10	-	-	-	-	203,411	203,411
Total Financial Liabilities			<u>-</u>	<u>-</u>	<u>-</u>	<u>203,411</u>	<u>203,411</u>
<b>Net Financial Assets/(Liabilities)</b>			<u>42,858</u>	<u>-</u>	<u>-</u>	<u>(102,419)</u>	<u>(59,561)</u>
						<b>2006</b>	<b>2005</b>
						<b>\$</b>	<b>\$</b>

**a. Reconciliation of Net Financial Assets to Net Assets**

Net Financial assets as above		1,484,716	(59,561)
Non-Financial assets and liabilities:			
Prepayments	7	5,179	8,004
Property plant and equipment	8	95,851	1,204,376
Employee entitlements	11	(266,279)	(245,873)
Net assets per balance sheet		<u>1,319,467</u>	<u>906,946</u>

**b. Credit Risk**

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

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

**c. Net Fair Values**

For all financial assets and other liabilities the net fair value approximates their carrying value. No financial assets and financial liabilities are readily traded on organised markets in standardised form. Financial assets where the carrying amount exceeds net fair values have not been written down as the Union intends to hold these assets to maturity.

The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the balance sheet and in the notes to the financial statements.

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**NOTE 18: FIRST-TIME ADOPTION OF AIFRS**

**Reconciliation of equity reported under Australian Generally Accepted Accounting Principles  
"AGAAP" to equity under AIFRS**

There are no adjustments to report for reconciliation of equity position reported under AGAAP to equity under AIFRS at the following dates:

- (a) At the date of transition to AIFRS – 1 April 2004
- (b) At the end of the last annual reporting period under AGAAP – 31 March 2005

**Reconciliation of profit reported under AGAAP to profit under AIFRS**

There are no adjustments to report for reconciliation of profit reported under AGAAP to profit reported under AIFRS for the year ended 31 March 2005

**Reconciliation of cash flow statement for the year ended 31 March 2005 as reported under  
AGAAP to cash flows under AIFRS**

The adoption of AIFRS has not resulted in any adjustments to the cash flow statement

**Explanation of changes in accounting policy arising on first-time adoption of AIFRS**

First time adoption of AIFRS has not resulted in any changes to financial reports requiring explanation of changes. Accounting policies adopted by the union are explained in Note 1.

**NOTE 19: ENTITY DETAILS**

The registered office was:

67 Cromwell Street  
COLLINGWOOD VIC 3066 until 26 January 2006

And

Ground Floor  
200 Arden Street  
NORTH MELBOURNE VIC 3051 from 27 January 2006

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,  
POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
ABN 30 490 675 447**

**COMMITTEE OF MANAGEMENT CERTIFICATE**


On 12 July 2006 the Committee of Management of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31 March 2006:

The Committee of Management declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar for purposes of Section 270 of the RAO schedule;
- (b) the financial statements and notes give a true and fair view of the financial performance and financial position of the reporting unit for the financial year to which they relate;
- (c) 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;
- (d) 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 RAO Schedule and the RAO Regulations; and
  - (iv) the financial records for each of the other reporting units within the organisation are, as far as practicable kept in a manner consistent with this reporting unit; and
  - (v) no information has been sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
  - (vi) no orders have been requested for inspection of financial records made by the Commission under section 273 of the RAO Schedule.
- (e) there was no recovery of wages activity for the financial year.
- (f) that the members receive a copy of the concise financial report.

For Committee of Management: Joan Veronica Doyle  
Title of Office held: Branch Secretary

Signature:



Melbourne: 24 July 2006



## INDEPENDENT AUDITOR'S REPORT

**TO THE MEMBERS OF THE COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION, POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)**

### Scope

#### The financial report and committee's responsibility

The financial report comprises the income statement, balance sheet, statement of changes in equity, statement of cash flows, statement of receipts and payments for recovery of wages activity, accompanying notes to the financial statements, and committee of management certificate of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) (Reporting Unit) for the year ended 31 March 2006.

The reporting unit's committee of management is responsible for the preparation and true and fair presentation of the financial report in accordance with the Workplace Relations Act 1996 and Accounting Standards. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

#### Audit Approach

We conducted an independent audit in order to express an opinion to the members of the reporting unit. Our audit was conducted in accordance with Australian Auditing Standards and Workplace Relations Act 1996, in order to provide reasonable assurance as to whether the financial report is free of material misstatement and whether it properly and fairly reports all information in relation to recovery of wages activity. The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with the Workplace Relations Act 1996, including compliance with Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the reporting unit's financial position, and its performance as represented by the results of its operations and cash flows.

We formed our audit opinion on the basis of these procedures, which included:

- Examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report, and
- Assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the committee.

While we considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

#### Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

INDEPENDENT AUDITOR'S REPORT continued

TO THE MEMBERS OF THE COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,  
POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)

**Audit Opinion**

In our opinion, the financial report of the Reporting Unit:

- (a) presents a true and fair view in accordance with the provisions of the Workplace Relations Act 1996, other requirements imposed by these Reporting Guidelines or Part 3 of Chapter 8 of the RAO Schedule, Accounting Standards and other mandatory professional reporting requirements in Australia, the financial position of the Reporting Unit as at 31 March 2006 and the results of its operations and its cash flows for the year then ended.
- (b) properly and fairly report all information in relation to recovery of wages activity required by the reporting guidelines of the Industrial Registrar, 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 RaggWeir*

MSI RAGG WEIR  
Chartered Accountants

*L S Wong*

L S WONG CA  
Partner  
Melbourne: 24 July 2006

 **msi RAGG WEIR**  
Chartered Accountants

**LEVEL 2, 50 BURWOOD ROAD, HAWTHORN**

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Web [www.raggweir.com.au](http://www.raggweir.com.au)

Email [raggweir@raggweir.com.au](mailto:raggweir@raggweir.com.au)

MSI RAGG WEIR IS A MEMBER OF MSI, A NETWORK OF INDEPENDENT PROFESSIONAL FIRMS

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC,  
ENERGY, INFORMATION, POSTAL, PLUMBING  
AND ALLIED SERVICES UNION OF AUSTRALIA,  
COMMUNICATIONS DIVISION,  
POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
ABN 30 490 675 447**

**CONCISE FINANCIAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2006**



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,  
POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
ABN 30 490 675 447**

**OPERATING REPORT**

In accordance with Section 254 of the Workplace Relations Act 1996, the Committee of Management present their Operating Report on the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) (the Union), the relevant Reporting Unit for the financial year ended 31 March 2006.

**Principal Activities**

The principal activities of the Union during the past year fell into the following categories:

- Promoting the interests of Postal and Telecommunications workers.
- Implementing the decisions of the Divisional Branch Committee of Management, Divisional Executive, Divisional Conference and National Council.
- Implementing the union's organising & industrial agenda, including direct assistance and strategic advice to members, assistance to members on planning and resourcing campaigns, bargaining, training and development of shop stewards and officials.
- Support and representation of individual member grievances, advice on legal and legislative matters.
- Lobbying and negotiations with different levels of Government and key industry organisations around issues of importance to Australia Post and Telstra workers.
- Management of the Unions financial and membership systems.

**Operating Result**

The operating profit of the Union for the financial year was \$412,521. No provision for tax was necessary as the Union is exempt from income tax.

**Significant Changes**

No significant changes in the Union's state of affairs occurred during the financial year.

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Union, the results of those operations, or the state of affairs of the Union in future financial years.

**Rights of Members**

Subject to the Rule 11 of the Union's rules and Section 174 of the Workplace Relations Act 1996, members of the Union have the right to resign from membership by providing written notice addressed to and delivered to the Secretary of the Union.

**Superannuation Officeholders**

No officer or member of the reporting unit:

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

**Other Prescribed Information**

In accordance with Regulation 159 of the Workplace Relations (Registration and Accountability of Organisations) 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 RAO Schedule and who are taken to be members of the Union under section 244 of the RAO Schedule was 5,655.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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ABN 30 490 675 447**

**OPERATING REPORT continued**

**Other Prescribed Information continued**

- (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 14.
- (c) the names of each person who have been a member of the Committee of Management of the Union at any time during the reporting period, and the period for which he or she held such a position were;

<b>Name</b>		
Joan Doyle		Joseph Stramand resigned 31 <sup>st</sup> July 2005
Gail Cholosznecki		Dale Chatterton resigned 31 <sup>st</sup> July 2005
Norm Eccles	resigned 31 <sup>st</sup> July 2005	David Dawson resigned 31 <sup>st</sup> July 2005
Leslie Brown		Mark Hall
Adrian Zelesco		Dave McKinney resigned 31 <sup>st</sup> July 2005
Russell Brown		Dennis Mills resigned 31 <sup>st</sup> July 2005
Brendan Henley		Stephen O'Neil resigned 31 <sup>st</sup> July 2005
Sithy Marikar		Gary Riddle resigned 31 <sup>st</sup> July 2005
Anthony Brown	resigned 31 <sup>st</sup> July 2005	Len Barry appointed 1 <sup>st</sup> August 2005
An Hong		John Hogg appointed 1 <sup>st</sup> August 2005
Nigel Jansen		Denise McGlinchey appointed 1 <sup>st</sup> August 2005
Martin O'Nea		Anthony Veal appointed 1 <sup>st</sup> August 2005
Gary Price		Val Butler appointed 1 <sup>st</sup> August 2005
Neil Reid	resigned 31 <sup>st</sup> July 2005	<i>Andrew King</i> appointed 1 <sup>st</sup> August 2005

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

**Adoption of Australian Equivalents to IFRS**

As a result of the introduction of Australian equivalents to International Financial Reporting Standards (AIFRS), the Reporting Unit's financial report has been prepared in accordance with those standards. No adjustments arise on the transition to AIFRS.

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

For Committee of Management: Joan Veronica Doyle  
Title of Office held: Branch Secretary

Signature



Melbourne: 24 July 2006

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,  
POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
ABN 30 490 675 447**

**INCOME STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2006**

	2006 \$	2005 \$
Revenues	2,195,201	1,727,074
Administration expense	(286,258)	(252,807)
Affiliation and capitation fees	(421,503)	(405,553)
Communication expense	(32,098)	(40,591)
Depreciation expense	(33,633)	(40,166)
Employee benefits expense	(978,989)	(868,713)
Occupancy expense	(49,518)	(35,938)
Other expenses	<u>19,319</u>	<u>(41,239)</u>
<b>Profit before income tax expense</b>	412,521	42,067
Income tax expense	<u>-</u>	<u>-</u>
<b>Net profit attributable to members</b>	<u>412,521</u>	<u>42,067</u>

**Discussion and Analysis of Income Statement**

The operating result of the Union for the year was a net profit of \$412,521. The significant variations in 2006 from the previous year are, profit on sale of land and buildings of \$400,794 and reimbursement of overpaid wages and superannuation totalling \$88,469 increasing profit. The decrease in income from members and the increase in employee benefits had the effect of reducing profit.

The accompanying notes form part of these financial statements.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,  
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ABN 30 490 675 447**

**BALANCE SHEET  
AS AT 31 MARCH 2006**

	2006 \$	2005 \$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	73,681	87,897
Trade and other receivables	101,753	54,953
Other current assets	5,179	8,004
<b>TOTAL CURRENT ASSETS</b>	<u>180,613</u>	<u>150,854</u>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	1,481,250	-
Property, plant and equipment	95,851	1,204,376
Financial assets	1,000	1,000
<b>TOTAL NON-CURRENT ASSETS</b>	<u>1,578,101</u>	<u>1,205,376</u>
<b>TOTAL ASSETS</b>	<u>1,758,714</u>	<u>1,356,230</u>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	172,968	203,411
Provisions	266,279	245,873
<b>TOTAL CURRENT LIABILITIES</b>	<u>439,247</u>	<u>449,284</u>
<b>TOTAL LIABILITIES</b>	<u>439,247</u>	<u>449,284</u>
<b>NET ASSETS</b>	<u>1,319,467</u>	<u>906,946</u>
<b>EQUITY</b>		
Retained profits	<u>1,319,467</u>	<u>906,946</u>
<b>TOTAL EQUITY</b>	<u>1,319,467</u>	<u>906,946</u>

**Discussion and Analysis of Balance Sheet**

The major change in the balance sheet related to the sale of the land and building for \$1,481,250 with the profit from this sale being the main reason for the increase in net assets.



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
ABN 30 490 675 447**

**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 31 MARCH 2006**

	<b>Retained earnings</b>	<b>Total</b>
Balance at 1 April 2004	864,879	864,879
Retrospective adjustment upon change in accounting policy	-	-
Profit attributable to members	42,067	42,067
Revaluation increment (decrement)	-	-
<b>Balance at 31 March 2005</b>	<b>906,946</b>	<b>906,946</b>
Retrospective adjustment upon change in accounting policy	-	-
Profit attributable to members	412,521	412,521
Revaluation increment (decrement)	-	-
<b>Balance at 31 March 2006</b>	<b>1,319,467</b>	<b>1,319,467</b>

**Discussion and Analysis of Statement of Changes in Equity**

The increase in retained earnings due to the 2006 surplus of \$412,521 is reflected in the change in equity.

The accompanying notes form part of these financial statements.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,  
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ABN 30 490 675 447**

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 MARCH 2006**

	2006 \$	2005 \$
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>		
Membership contributions	1,595,069	1,630,250
Interest received	2,403	862
Other receipts	234,247	83,971
Payments to Divisional Conference	(407,536)	(499,176)
Payments to suppliers & employees	<u>(1,430,742)</u>	<u>(1,210,633)</u>
Net cash provided by (used in) operating activities	<u>(6,559)</u>	<u>5,274</u>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>		
Purchase of property, plant & equipment	<u>(7,657)</u>	<u>(6,995)</u>
Net cash provided by (used in) investing activities	<u>(7,657)</u>	<u>(6,995)</u>
Net increase/(decrease) in cash held	(14,216)	(1,721)
Cash at beginning of year	<u>87,897</u>	<u>89,618</u>
Cash at end of year	<u>73,681</u>	<u>87,897</u>

**Discussion and Analysis of Statement of Cash Flows**

There was a decrease in cash held for the year by the Union of \$14,216. The reduction can be explained by a decrease in membership contributions received and an increase in payments to suppliers and employees, offset by an increase in other receipts and a reduction in payments to Divisional Conference.

The accompanying notes form part of these financial statements.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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ABN 30 490 675 447**

**STATEMENT OF RECEIPTS AND PAYMENTS FOR RECOVERY OF WAGES ACTIVITY  
CASH BASIS - FOR THE YEAR ENDED 31 MARCH 2006**

	2006 \$	2005 \$
<b>Cash assets in respect of recovered money at beginning of year</b>	-	-
<b>Receipts</b>		
Amounts recovered from employers in respect of wages etc	-	-
Interest received on recovered money	-	-
<b>Total receipts</b>	-	-
<b>Payments</b>		
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	-	-
- other entity	-	-
Deductions of fees or reimbursements of expenses	-	-
Payments to workers in respect of recovered money	-	-
<b>Total payments</b>	-	-
<b>Cash assets in respect of recovered money at end of year</b>	-	-

**Discussion and Analysis of Statement of Receipts and Payments for Recovery of Wages Activity**

The union did not collect any wages on behalf of members throughout the year ended 31 March 2006.

The accompanying notes form part of these financial statements.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,  
POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
ABN 30 490 675 447**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2006**

**Note 1: Statement of Significant Accounting Policies**

The concise financial report has been prepared in accordance with Accounting Standard AASB 1039: Concise Financial Report and the Workplace Relations Act 1996.

The financial statements, specific disclosure and other information included in the concise financial report are derived from and are consistent with the full financial report of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria). The concise financial report cannot be expected to provide as detailed an understanding of the financial performance, financial position and financial and investing activities of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) as the full financial report.

With the new legislation some changes in accounting policies have occurred as a result of the amendments to Schedule 1B of the Workplace Relations Act 1996 (RAO).

**Note 2: Information To Be Provided To Members Or Registrar**

In accordance with the requirements of the Workplace Relations Act, 1996, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272 of Schedule 1B, which read as follows:-

- (1) A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (2) The application must be in writing and 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).

**Note 3: Financial Statements**

The Union will provide a copy of the full financial report for the year ended 31 March 2006, free of charge to any member who requests it.

COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, COMMUNICATIONS DIVISION,  
POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
ABN 30 490 675 447

COMMITTEE OF MANAGEMENT CERTIFICATE

On 12 July 2006 the Committee of Management of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31 March 2006:

The Committee of Management declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar for purposes of Section 270 of the RAO schedule;
- (b) the financial statements and notes give a true and fair view of the financial performance and financial position of the reporting unit for the financial year to which they relate;
- (c) 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;
- (d) 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 RAO Schedule and the RAO Regulations; and
  - (iv) the financial records for each of the other reporting units within the organisation are, as far as practicable kept in a manner consistent with this reporting unit; and
  - (v) no information has been sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
  - (vi) no orders have been requested for inspection of financial records made by the Commission under section 273 of the RAO Schedule.
- (e) there was no recovery of wages activity for the financial year.
- (f) that the members receive a copy of the concise financial report.

For Committee of Management: Joan Veronica Doyle  
Title of Office held: Branch Secretary

Signature:



Melbourne: 24 July 2006

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY,  
INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA,  
COMMUNICATIONS DIVISION, POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
ABN 30 490 675 447**

**Scope**

We have audited the concise financial report of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) for the year ended 31 March 2006, as set out on pages 1 to 9 in order to express an opinion on it to the members of the Union. The Union's Committee of Management is responsible for the concise financial report.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the concise financial report is free of material misstatement. We have also performed an independent audit of the full financial report of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) for the year ended 31 March 2006. Our audit report on the full financial report was signed on 24 July 2006 and was not subject to any qualification.

Our procedures in respect of the audit of the concise financial report included testing that the information in the concise financial report is consistent with the full financial report, and examination on a test basis, of evidence supporting the amounts, discussion and analysis, and other disclosures which were not directly derived from the full financial report. These procedures have been undertaken to form an opinion whether, in all material respects, the concise financial report is presented fairly in accordance with Accounting Standards and the Workplace Relations Act 1996.

The audit opinion expressed in this report has been formed on the above basis.

**Independence**

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

**Audit Opinion**

In our opinion, the concise financial report of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union Of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) complies with Accounting Standard AASB 1039: Concise Financial Reports and the Workplace Relations Act 1996.

*MSI RaggWeir*

**MSI RAGG WEIR**  
Chartered Accountants

*L S Wong*

**L S WONG CA**  
Partner

Melbourne: 24 July 2006



**Australian Government**

**Australian Industrial Registry**

Level 8, Terrace Towers  
80 William Street, East Sydney, NSW 2011  
Telephone: (02) 8374 6666  
Fax: (02) 9380 6990  
Email: sydney@air.gov.au

Ms Joan Doyle  
Branch Secretary, Postal & Telecommunications Victorian Branch  
CEPU  
Ground floor, 200 Arden Street  
NORTH MELBOURNE VIC 3051

Dear Ms Doyle

**Re: Lodgement of Financial Statements and Accounts –  
CEPU Communications Division, Victorian Postal & Telecommunications Branch –  
for year ending 31 March 2006 (FR2006/211)**

I refer to the abovementioned financial statements and accounts which were lodged in the Registry on 31 August 2006.

The legislative requirements appear to have been met and accordingly the documents have been filed. For future reference when preparing next year's return please note the following.

In your Secretary's Certificate, you refer to "s272" and "section 272" in relation to the concise report and to a meeting of the committee of management. The correct reference should have been to section 265 and section 266 respectively.

Yours sincerely,

A handwritten signature in black ink that reads "Stephen Kellett".

Stephen Kellett  
Statutory Services Branch

8 September 2006