



2 September 2014

Joan Doyle  
Branch Secretary  
CEPU: Communications Division  
Postal & Telecommunications Branch (Victoria)  
PO Box 1052  
North Melbourne VIC 3051

via e-mail: [office@vicpt.cepunet.au](mailto:office@vicpt.cepunet.au)

Dear Ms Doyle

**CEPU: Communications Division  
Postal & Telecommunications Branch (Victoria)  
Financial Report for the year ended 31 March 2014 - FR2014/59**

I acknowledge receipt of the financial report for the year ended 31 March 2014 for the CEPU: Communications Division Postal & Telecommunications Branch (Victoria). The amended financial report was lodged with the Fair Work Commission (FWC) on 1 September 2014.

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

**Changes to the reporting guidelines and model financial statement**

A fourth edition of the General Manager's s.253 Reporting Guidelines was gazetted on 13 June 2014. These guidelines will apply to all financial reports that end on or after 30 June 2014. A model set of financial statements for the 2013-2014 financial year is also available on the FWC website. The FWC recommends reporting units use this model as it will assist in ensuring compliance with the *Fair Work (Registered Organisations) Act 2009*, the s.253 Reporting Guidelines and the Australian Accounting Standards.

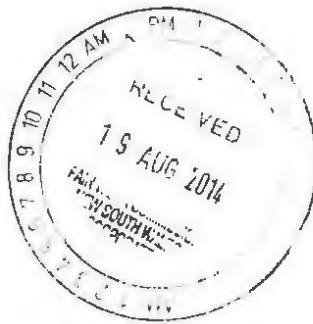
The Reporting Guidelines and Model Financial Statements are available on the FWC website:  
<https://www.fwc.gov.au/registered-organisations/compliance-governance/financial-reporting>

If you have any queries regarding this letter, please contact me on (03) 8661 7675 or via email at [ken.morgan@fwc.gov.au](mailto:ken.morgan@fwc.gov.au)

Yours sincerely

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

Ken Morgan  
Financial Reporting Advisor  
Regulatory Compliance Branch



**CEPU: COMMUNICATIONS DIVISION - POSTAL & TELECOMMUNICATIONS BRANCH VICTORIA**

s.268 *Fair Work (Registered Organisations) Act 2009*

Certificate for the period ended 31 March 2014

Postal & Telecommunications  
Branch of Victoria  
Division of the CEPU

PO Box 1052  
North Melbourne  
Victoria 3051

Ph: (03) 9600 9100

Fax: (03) 9600 9133

Web Site: [www.cwuvic.asn.au](http://www.cwuvic.asn.au)

Email: [office@vicpt.cepun.vic.au](mailto:office@vicpt.cepun.vic.au)

I, Joan Veronica Doyle, being the Branch Secretary / Treasurer of the CEPU:  
Communications Division, Postal & Telecommunications Branch Victoria certify:

- that the documents lodged herewith are copies of the full report and the concise report for the CEPU: Communications Division, Postal & Telecommunications Branch Victoria for the period ended 31 March 2014 referred to in s.268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the concise report was provided to members of the reporting unit by mail on 28 July 2014 and the full report was placed on our web-site on 26 July 2014.
- that the full report was presented to a meeting of the committee of management of the reporting unit on 22 July 2014 and to a general meeting of members of the reporting unit on 16 August 2014 in accordance with s.266 of the *Fair Work (Registered Organisations) Act 2009*.

Signature of prescribed designated officer:

Name of prescribed designated officer: Joan Veronica Doyle

Title of prescribed designated officer: Branch Secretary / Treasurer

Dated:

16 / 8 / 14

**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 2014**

**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**

The concise financial report is an extract of the full financial report for the year ended 31 March 2014.

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 the 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 the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria).

The Union will provide a copy of the full financial report for the year ended 31 March 2014, 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**

**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, Postal and Telecommunications Branch (Victoria) ("the Union") the relevant Reporting Unit for the financial year ended 31 March 2014.

**Principal Activities**

The principal activities of the Union during the financial year were to represent the industrial, professional and political interests of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) workers in the State of Victoria.

**Operating Result**

The results of the principal activities of the Union during the financial year was to further the interests of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) workers through improvements in wages and conditions, health and safety, legal rights and company compliance with Australian labour standards.

The operating loss of the Union for the financial year was \$12,568 (2013: \$247,660 profit). No provision for tax was necessary as the Union is exempt from income tax.

**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**

No 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,  
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POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)

ABN 30 490 675 447

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 4,521 (2013: 4,878)
- (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 (2013: 11).
- (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;

**Name**

Joan Doyle	Branch Secretary/ Treasurer
Ray Gorman	Branch President
Ray Zimmer	Branch Vice - President
Peter Shead	Branch Vice - President
Brendan Henley	Branch Organiser
Leroy Lazaro	Branch Organiser
Cindy Shelley	Branch Organiser
Samantha Richardson	Branch Committee of Management Member (resigned 25 September 2013)
Kristin Potamidis	Branch Committee of Management Member (appointed 23 October 2013)
Gary Price	Branch Committee of Management Member
Val Butler	Branch Committee of Management Member
Glenn Anson	Branch Committee of Management Member
Chris Punshon	Branch Committee of Management Member
Louise Whitefield	Branch Committee of Management Member
Meredith San Jose	Branch Committee of Management Member
Laural McGlashan	Branch Committee of Management Member
Timothy Gaunt	Branch Committee of Management Member
Wayne Redenbach	Branch Committee of Management Member
Anthony Ozella	Branch Committee of Management Member

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: Joan Veronica Doyle

Title of Office held: Branch Secretary

Signature: *Joan V Doyle*

Dated: *22 July 2014*  
Melbourne

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)**

**ABN 30 490 675 447**

**STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 MARCH 2014**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
Revenue	1,828,673	1,920,689
Administration expense	(263,206)	(254,086)
Affiliation, capitation and commission expense	(434,785)	(424,250)
Depreciation and amortization expense	(18,045)	(27,309)
Employee benefits expense	(970,592)	(896,203)
Occupancy expense	(13,190)	(19,184)
Other expense	(106,603)	(27,387)
Communication expense	(34,820)	(24,610)
<b>(Loss)/Profit before income tax expense</b>	<u>(12,568)</u>	<u>247,660</u>
Income tax expense	-	-
<b>(Loss)/Profit attributable to members</b>	<u>(12,568)</u>	<u>247,660</u>
Other comprehensive income	-	-
<b>Total comprehensive income</b>	<u>(12,568)</u>	<u>247,660</u>

**Discussion and Analysis of Statement of Comprehensive Income:**

The movement in revenue is attributed to a decrease in reimbursements from workcover of \$50,736 and the decrease in interest revenue of \$29,048.

Employee benefit expense has increased by \$74,389 due to the employment of 2 additional full time equivalent staff for the period. Other expenses have increased due to larger doubtful debt provision of \$78,922 for the 2014 financial year compared to \$7,366 in the prior financial year.

The accompanying notes form part of these financial statements.



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)**

**ABN 30 490 675 447**

**STATEMENT OF FINANCIAL POSITION  
AS AT 31 MARCH 2014**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	2,327,836	2,342,497
Trade and other receivables	16,940	14,629
Other current assets	106,757	9,617
Stock on hand	275	2,186
	<u>2,451,808</u>	<u>2,368,929</u>
<b>TOTAL CURRENT ASSETS</b>		
	<u>2,451,808</u>	<u>2,368,929</u>
<b>NON-CURRENT ASSETS</b>		
Financial Assets	1,000	1,000
Property, plant and equipment	60,301	78,463
	<u>61,301</u>	<u>79,463</u>
<b>TOTAL NON-CURRENT ASSETS</b>		
	<u>61,301</u>	<u>79,463</u>
<b>TOTAL ASSETS</b>	<u>2,513,109</u>	<u>2,448,392</u>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	179,788	131,300
Provisions	185,918	157,121
	<u>365,706</u>	<u>288,421</u>
<b>TOTAL CURRENT LIABILITIES</b>		
	<u>365,706</u>	<u>288,421</u>
<b>TOTAL LIABILITIES</b>	<u>365,706</u>	<u>288,421</u>
<b>NET ASSETS</b>	<u>2,147,403</u>	<u>2,159,971</u>
<b>EQUITY</b>		
Retained profits	<u>2,147,403</u>	<u>2,159,971</u>
<b>TOTAL EQUITY</b>	<u>2,147,403</u>	<u>2,159,971</u>

**Discussion and Analysis of Statement of Financial Position**

The major change in the Statement of Financial Position can be attributed to the operating loss in the year.

The accompanying notes form part of these financial statements.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 31 MARCH 2014**

	<b>Retained earnings General fund \$</b>	<b>Retained earnings welfare fund \$</b>	<b>Total \$</b>
<b>Balance at 1 April 2012</b>	1,949,868	(37,557)	1,912,311
Profit attributable to the union of the parent entity	<u>247,506</u>	<u>154</u>	<u>247,660</u>
<b>Balance at 31 March 2013</b>	2,197,374	(37,403)	2,159,971
Loss attributable to the union of the parent entity	<u>(12,568)</u>	<u>-</u>	<u>(12,568)</u>
<b>Balance at 31 March 2014</b>	<u>2,184,806</u>	<u>(37,403)</u>	<u>2,147,403</u>

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

The major change in the Statement of Changes in Equity can be attributed to the operating loss in the year.

The accompanying notes form part of these financial statements.

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**ABN 30 490 675 447**

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 MARCH 2014**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Membership contributions	1,885,942	1,926,435
Interest received	95,994	107,925
Other receipts	19,565	80,359
Payments to CEPU Divisional Conference	(442,209)	(529,094)
Payments to suppliers & employees	(1,471,555)	(1,328,490)
Net cash provided by (used in) operating activities	<u>87,737</u>	<u>257,135</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchase of property, plant and equipment	(3,048)	-
Proceeds from sale of property, plant and equipment	650	-
Security deposit on purchase of property	(100,000)	-
Net cash used in investing activities	<u>(102,398)</u>	<u>-</u>
Net (decrease)/increase in cash held	(14,661)	257,135
Cash and cash equivalents at beginning of financial year	<u>2,342,497</u>	<u>2,085,362</u>
Cash and cash equivalents at end of financial year	<u>2,327,836</u>	<u>2,342,497</u>

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

A decrease in the cash balance is attributed to the loss for the financial year.

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 2014**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<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 2014.

The accompanying notes form part of these financial statements.

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

**NOTES TO THE CONCISE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

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

The concise financial report is an extract of the full financial report for the year ended 31 March 2014. The concise financial report has been prepared in accordance with Accounting Standard AASB 1039: Concise Financial Reports and the Fair Work (Registered Organisations) Act 2009.

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 the 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.

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) complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety.

**NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR THE FAIR WORK COMMISSION**

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272 of the Act which read as follows:

- (1) A member of an entity, or the General Manager of Fair Work Commission, may apply to the entity for specified prescribed information in relation to the entity 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 entity.
- (3) An entity 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 2014, free of charge to any member who requests it.

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

**COMMITTEE OF MANAGEMENT CERTIFICATE**

On 22 July 2014 the Committee of Management of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) ("Union/Reporting Unit") passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31 March 2014:

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 General Manager of the Fairwork Commission;
- (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 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) where the information has been sought in any request by a member of the reporting unit or the General Manager duly made under section 272 of the RO Act, that information has been provided to the member or the 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

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


COMMITTEE OF MANAGEMENT CERTIFICATE  
continued

- (f) where the reporting unit has undertaken recovery of wages activity:
- (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the General Manager; and
  - (ii) the committee of management instructed the auditor to include in the scope of the audit required under subsection 257(1) of the RO Act all recovery of wages activity by the reporting unit in which revenues had been derived for the financial year in respect of such activity; and
  - (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on recovery of wages activity and the notes to the financial statements; and
  - (iv) that prior to engaging in any recovery of wages activity, the organisation has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and
  - (v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from monies recovered from employers on behalf of workers until distributions of recovered money were made to the workers.
- (g) that the members receive a copy of the concise financial report.

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

For Committee of Management:

Title of Office held: Branch Secretary

Signature: 

Dated: 22 July 2014

Melbourne

**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)**

**Scope**

We have audited the concise financial report of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) (the reporting unit), for the year ended 31 March 2014, as set out on pages 4 to 11 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 the 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 2014. Our audit report on the full financial report was signed 22 July 2014 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 Fair Work (Registered Organisations) Act 2009.

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 the 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 Fair Work (Registered Organisations) Act 2009.



**MSI RAGG WEIR**  
Chartered Accountants



**L S WONG CA**

Partner,

Member of the Institute of Chartered Accountants in Australia and  
holder of a current public practice certificate

Melbourne: 22 July 2014



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

**FINANCIAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2014**

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

**OPERATING REPORT**

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**Principal Activities**

The principal activities of the Union during the financial year were to represent the industrial, professional and political interests of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) workers in the State of Victoria.

**Operating Result**

The results of the principal activities of the Union during the financial year was to further the interests of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) workers through improvements in wages and conditions, health and safety, legal rights and company compliance with Australian labour standards.

The operating loss of the Union for the financial year was \$12,568 (2013: \$247,660 profit). No provision for tax was necessary as the Union is exempt from income tax.

**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**

No 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,  
POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)**

**ABN 30 490 675 447**

**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 4,521 (2013: 4,878)
- (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 (2013: 11).
- (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;

**Name**

Joan Doyle	Branch Secretary/ Treasurer
Ray Gorman	Branch President
Ray Zimmer	Branch Vice - President
Peter Shead	Branch Vice - President
Brendan Henley	Branch Organiser
Leroy Lazaro	Branch Organiser
Cindy Shelley	Branch Organiser
Samantha Richardson	Branch Committee of Management Member (resigned 25 September 2013)
Kristin Potamidis	Branch Committee of Management Member (appointed 23 October 2013)
Gary Price	Branch Committee of Management Member
Val Butler	Branch Committee of Management Member
Glenn Anson	Branch Committee of Management Member
Chris Punshon	Branch Committee of Management Member
Louise Whitefield	Branch Committee of Management Member
Meredith San Jose	Branch Committee of Management Member
Laural McGlashan	Branch Committee of Management Member
Timothy Gaunt	Branch Committee of Management Member
Wayne Redenbach	Branch Committee of Management Member
Anthony Ozella	Branch Committee of Management Member

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: Joan Veronica Doyle  
Title of Office held: Branch Secretary

Signature:



Dated:



Melbourne

**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**

**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 MARCH 2014**

	Note	2014 \$	2013 \$
Revenue	3	1,828,673	1,920,689
Administration expense		(263,206)	(254,086)
Affiliation and capitation fees	4	(434,785)	(424,250)
Communication expense		(34,820)	(24,610)
Depreciation and amortisation expense	4	(18,045)	(27,309)
Employee benefits expense	4	(970,592)	(896,203)
Occupancy expense		(13,190)	(19,184)
Other expenses		(106,603)	(27,387)
(Loss)/profit before income tax		(12,568)	247,660
Income tax expense	1(a)	-	-
(Loss)/profit for the year		(12,568)	247,660
Other comprehensive income		-	-
<b>Total comprehensive income</b>		(12,568)	247,660

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**

**STATEMENT OF FINANCIAL POSITION  
AS AT 31 MARCH 2014**

	Note	2014 \$	2013 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	5	2,327,836	2,342,497
Trade and other receivables	6	16,940	14,629
Stock on hand	9	275	2,186
Other current assets	7	106,757	9,617
<b>TOTAL CURRENT ASSETS</b>		<u>2,451,808</u>	<u>2,368,929</u>
<b>NON-CURRENT ASSETS</b>			
Financial Assets	8	1,000	1,000
Property, plant and equipment	10	60,301	78,463
<b>TOTAL NON-CURRENT ASSETS</b>		<u>61,301</u>	<u>79,463</u>
<b>TOTAL ASSETS</b>		<u>2,513,109</u>	<u>2,448,392</u>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	11	179,788	131,300
Provisions	12	185,918	157,121
<b>TOTAL CURRENT LIABILITIES</b>		<u>365,706</u>	<u>288,421</u>
<b>TOTAL LIABILITIES</b>		<u>365,706</u>	<u>288,421</u>
<b>NET ASSETS</b>		<u>2,147,403</u>	<u>2,159,971</u>
<b>EQUITY</b>			
Retained earnings		<u>2,147,403</u>	<u>2,159,971</u>
<b>TOTAL EQUITY</b>		<u>2,147,403</u>	<u>2,159,971</u>

The accompanying notes form part of these financial statements.

**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 2014**

	<b>Asset Revaluation Reserve General Fund \$</b>	<b>Retained earnings Welfare Fund \$</b>	<b>Total \$</b>
<b>Balance at 1 April 2012</b>	1,949,868	(37,557)	1,912,311
Profit attributable to the members	<u>247,506</u>	<u>154</u>	<u>247,660</u>
<b>Balance at 31 March 2013</b>	2,197,374	(37,403)	2,159,971
Loss attributable to the members	<u>(12,568)</u>	<u>-</u>	<u>(12,568)</u>
<b>Balance at 31 March 2014</b>	<u>2,184,806</u>	<u>(37,403)</u>	<u>2,147,403</u>

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**

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 MARCH 2014**

	<b>Note</b>	<b>2014 \$</b>	<b>2013 \$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Membership contributions		1,885,942	1,926,435
Interest received		95,994	107,925
Other receipts		19,565	80,359
Payments to CEPU Divisional Conference		(442,209)	(529,094)
Payments to suppliers & employees		(1,471,555)	(1,328,490)
Net cash provided by (used in) operating activities	13	<u>87,737</u>	<u>257,135</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchase of property, plant & equipment		(3,048)	-
Proceeds from sale of property, plant & equipment		650	-
Security deposit on purchase of property		(100,000)	-
Net cash (used in) investing activities		<u>(102,398)</u>	<u>-</u>
Net (decrease)/increase in cash held		(14,661)	257,135
Cash at beginning of year		<u>2,342,497</u>	<u>2,085,362</u>
Cash at end of year	5	<u>2,327,836</u>	<u>2,342,497</u>

The accompanying notes form part of these financial statements.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)**

**ABN 30 490 675 447**

**STATEMENT OF RECEIPTS AND PAYMENTS FOR RECOVERY OF WAGES ACTIVITY  
CASH BASIS - FOR THE YEAR ENDED 31 MARCH 2014**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<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.



**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Basis of Preparation**

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards and Interpretations of the Australian Accounting Standards Board (AASB), International Financial Reporting Standards as issued by the International Accounting Standards Board and the Fair Work (Registered Organisations) Act 2009. The entity is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

**a. Income Tax**

No provision for income tax is necessary as "Trade Unions" are exempt from income tax under Section 50-1 of the Income Tax Assessment Act 1997.

**b. Fair Value of Assets and Liabilities**

The entity measures some of its assets and liabilities at fair value on either a recurring or non-recurring basis, depending on requirements of the applicable Accounting Standard.

Fair value is the price the entity would receive to sell an asset or would have to pay to transfer a liability in an orderly (ie unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (ie the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset or minimises the payments made to transfer the liability, after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

The fair value of liabilities and the entity's own equity instruments may be valued, where there is no observable market price in relation to the transfer of such financial instrument, by reference to observable market information where such instruments are held as assets. Where this information is not available, other valuation techniques are adopted and, where significant, are detailed in the respective note to the financial statements.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

c. **Property, Plant and Equipment**

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

The carrying amount of property, leasehold improvements and 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.

Increases in the carrying amount arising on revaluation of land and buildings are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity; all other decreases are recognised in profit or loss.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Plant and equipment are measured on the cost basis and are therefore carried at cost less accumulated depreciation and any accumulated impairment losses. In the event the carrying amount of plant and equipment is greater than the estimated recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount and impairment losses are recognised either in profit or loss or as a revaluation decrease if the impairment losses relate to a revalued asset. A formal assessment of recoverable amount is made when impairment indicators are present (refer to Note 1(e) for details of impairment).

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the entity and the cost of the item can be measured reliably. All other repairs and maintenance are recognised as expenses in the profit or loss during the financial period in which they are incurred.

**Depreciation**

The depreciable amount of all fixed assets, including buildings and capitalised lease assets but excluding freehold land, is depreciated on a straight-line basis over the asset's useful life to the entity commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable assets are:

<b>Class of Fixed Asset</b>	<b>Depreciation Rate</b>
Computer equipment	7.5% - 30% (Straight line and reducing balance)
Motor vehicles	22.5% (Reducing balance)
Furniture and Fittings	20 - 40% (Straight line)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED**

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

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are recognised in the profit or loss when the item is derecognised. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

**d. Leases**

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are recognised as expenses on a straight-line basis over the lease term.

**e. Financial Instruments**

**Initial recognition and measurement**

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions of the instrument. For financial assets, this is equivalent to the date that the entity commits itself to either purchase or sell the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified "at fair value through profit or loss", in which case transaction costs are expensed to profit or loss immediately.

**Classification and subsequent measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest method, or cost. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition less principal repayments and any reduction for impairment, and adjusted for any cumulative amortisation of the difference between that initial amount and the maturity amount calculated using the effective interest method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying amount with a consequential recognition of an income or expense item in profit or loss.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

e. **Financial Instruments continued**

Fair value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

(i) *Financial assets at fair value through profit or loss*

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking, derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a entity of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.

(ii) *Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting period, which will be classified as non-current assets.

(iii) *Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the entity's intention to hold these investments to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

(iv) *Available-for-sale investments*

Available-for-sale investments are non-derivative financial assets that are either not capable of being classified into other categories of financial assets due to their nature or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with any remeasurements other than impairment losses and foreign exchange gains and losses recognised in other comprehensive income. When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

e. **Financial Instruments continued**

Available-for-sale financial assets are classified as current assets when they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current assets.

(v) *Financial liabilities*

Non-derivative financial liabilities other than financial guarantees are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial liability is derecognised.

**Impairment**

At the end of each reporting period, the entity assesses whether there is objective evidence that a financial asset has been impaired. A financial asset or a entity of financial assets is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered to constitute a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or an entity of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

When the terms of financial assets that would otherwise have been past due or impaired have been renegotiated, the entity recognises the impairment for such financial assets by taking into account the original terms as if the terms have not been renegotiated so that the loss events that have occurred are duly considered.

**Financial guarantees**

Where material, financial guarantees issued that require the issuer to make specified payments to reimburse the holder for a loss it incurs because a specified debtor fails to make payment when due are recognised as financial liabilities at fair value on initial recognition.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED**

**e. Financial Instruments continued**

The fair value of financial guarantee contracts has been assessed using the probability-weighted discounted cash flow approach. The probability has been based on:

- the likelihood of the guaranteed party defaulting during the next reporting period;
- the proportion of the exposure that is not expected to be recovered due to the guaranteed party defaulting; and
- the maximum loss exposure if the guaranteed party were to default.

Financial guarantees are subsequently measured at the higher of the best estimate of the obligation in accordance with AASB 137: Provisions, Contingent Liabilities and Contingent Assets and the amount initially recognised less, when appropriate, cumulative amortisation in accordance with AASB 118: Revenue. Where the entity gives guarantees in exchange for a fee, revenue is recognised under AASB 118.

**Derecognition**

Financial assets are derecognised when the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised when the related obligations are discharged, cancelled or have expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

**f. Impairment of Assets**

At the end of each reporting period, the entity assesses whether there is any indication that an asset may be impaired. The assessment will include considering external sources of information and internal sources of information, including dividends received from subsidiaries, associates or jointly controlled entities deemed to be out of pre-acquisition profits. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (eg in accordance with the revaluation model in AASB 116). Any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

Where it is not possible to estimate the recoverable amount of an individual asset, the entity estimates the recoverable amount of the cash-generating unit to which the asset belongs.

**g. Employee Benefits**

**Short-term employee benefits**

Provision is made for the entity's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

g. **Employee Benefits continued**

**Other long-term employee benefits**

Provision is made for employees' long service leave, annual leave and rostered days off leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employees departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Upon the remeasurement of obligations for other long-term employee benefits, the net charge in the obligation is recognised in profit or loss as a part of employee benefits expense.

The entity's obligations for long-term employee benefits are presented as non-current provisions in the statement of financial position, except where the entity does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are disclosed as current provisions.

h. **Provisions**

Provisions are recognised when the entity has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

i. **Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

j. **Revenue and Other Income**

Revenue from membership subscriptions is recognised on an accrual basis in the year to which it relates to.

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).

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED**

**k. Trade and Other Receivables**

Trade and other receivables include amounts due from members and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Trade and other receivables are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment. Refer to Note 1(f) for further discussion on the determination of impairment losses.

**l. Trade and Other Payables**

Trade and other payables represent the liabilities for goods and services received by the entity that remain unpaid at the end of the reporting period. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

**m. 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 Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities, which are recoverable from or payable to the ATO, are presented as operating cash flows included in receipts from customers or payments to suppliers.

**n. Comparative Figures**

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

Where the entity has retrospectively applied an accounting policy, made a retrospective restatement of items in the financial statements or reclassified items in its financial statements, an additional statement of financial position as at the beginning of the earliest comparative period will be disclosed.



**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED**

**o. Critical Accounting Estimates and Judgments**

The committee of management evaluate estimates and judgments incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the entity.

**Key estimates**

The committee of management assesses impairment at each reporting date by evaluating conditions specific to the entity that may lead to impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Value in use calculation performed in assessing recoverable amounts incorporates a number of key estimates.

**Key judgments**

No key judgments have been used in the preparation of this financial report.

**p. New and Amended Accounting Policies Adopted by the Entity**

**Financial Statements**

The entity adopted the following Australian Accounting Standards, together with the relevant consequential amendments arising from related Amending Standards, from the mandatory application date of 1 January 2013:

- AASB 12: Disclosure of Interests in Other Entities
- AASB 13: Fair Value Measurement
- AASB 119: Employee Benefits

The accounting policies have been updated to reflect changes in the recognition and measurement of assets, liabilities, income and expenses and the impact of adoption of these standards is discussed below.

AASB 12 Disclosure of Interests in Other Entities includes all disclosures relating to an entity's interest in associates, joint arrangements, subsidiaries and structured entities. On adoption of AASB 12, additional disclosures have been included in the financial statements in relation to investments held which are provided for in Note 8.

AASB 13 Fair Value Measurement does not change what and when assets or liabilities are recorded at fair value. It provides guidance on how to measure assets and liabilities at fair value, including the concept of highest and best use for non-financial assets. AASB 13 has not changed the fair value measurement basis for any assets or liabilities held at fair value, however additional disclosures on the methodology and fair value hierarchy have been included in the financial statements in Note 18.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED**

**p. New and Amended Accounting Policies Adopted by the Entity continued**

AASB 119 Employee benefits changes the basis for determining the income or expense relating to defined benefit plans and introduces revised definitions for short-term employee benefits and termination benefits.

The entity reviewed the annual leave liability to determine the level of annual leave which is expected to be paid more than 12 months after the end of the reporting period. Whilst this has been considered to be a long-term employee benefits for the purpose of measuring the leave under AASB 119, the effect of discounting was not considered to be material and therefore has not been performed.

There was no change to the treatment of provisions from the prior year, therefore no restatements of the comparative figures were required.

**q. New Accounting Standards for Application in Future Periods**

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. The entity has decided against early adoption of these standards. The following table summarises those future requirements, and their impact on the entity:

Standard Name	Effective date for entity	Requirements	Impact
AASB 9 Financial Instruments and amending standards AASB 2010-7/AASB 2012-6	31 March 2017	Changes to the classification and measurement requirements for financial assets and financial liabilities.  New rules relating to derecognition of financial instruments.	The impact of AASB 9 has not yet been determined as the entire standard has not been released.

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

**q. New Accounting Standards for Application in Future Periods continued**

<b>Standard Name</b>	<b>Effective date for entity</b>	<b>Requirements</b>	<b>Impact</b>
AASB 1053 – Application of Tiers of Australian Accounting Standards and amending standards AASB 2010-2, AASB 2011-11, AASB 2012-1, AASB 2012-7 and AASB 2012-11	31 March 2015	This standard allows certain entities to reduce disclosures.	The entity is not adopting the RDR and therefore these standards are not relevant.
AASB 2011-2 Amendments to Australian Accounting Standards arising from Trans-Tasman convergence – Reduced Disclosure Requirements	31 March 2015	Highlights the disclosures not required in AASB 1054 for entities applying the RDR.	The entity is not adopting the RDR and therefore this standard is not relevant.
AASB 13 Fair Value Measurement.	31 March 2015	AASB 13 provides a precise definition of fair value and a single source of fair value measurement and disclosure requirements for use across Accounting Standards but does not change when fair value is required or permitted.	Fair value estimates currently made by the entity will be revised and potential changes to reported values may be required.
AASB 2011-8 - Amendments to Australian Accounting Standards arising from AASB 13 [AASB 1, 2, 3, 4, 5, 7, 9, 2009-11, 2010-7, 101, 102, 108, 110, 116, 117, 118, 119, 120, 121, 128, 131, 132, 133, 134, 136, 138, 139, 140, 141, 1004, 1023 & 1038 and Interpretations 2, 4, 12, 13, 14, 17, 19, 131 & 132]		There are a number of additional disclosure requirements.	The entity has not yet determined the magnitude of any changes which may be needed.  Some additional disclosures will be needed.

NOTES TO THE FINANCIAL STATEMENTS  
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NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

q. New Accounting Standards for Application in Future Periods  
continued

Standard Name	Effective date for entity	Requirements	Impact
AASB 10 Financial Statements / AASB 11 Joint Arrangements / AASB 12 Disclosures of Interests in Other Entities, AASB 127 Separate Financial Statements, AASB 128 Investments in Associates and AASB 2012-10 Amendments to Australian Accounting Standards - Transition Guidance and Other Amendments	31 March 2015	<p>AASB 10 includes a new definition of control, which is used to determine which entities are consolidated, and describes consolidation procedures.</p> <p>The Standard provides additional guidance to assist in the determination of control where this is difficult to assess.</p> <p>AASB 11 focuses on the rights and obligations of a joint venture arrangement, rather than its legal form (as is currently the case). IFRS 11 requires equity accounting for joint ventures, eliminating proportionate consolidation as an accounting choice.</p> <p>AASB 12 includes disclosure requirements for all forms of interests in other entities, including joint arrangements, associates, special purpose vehicles and other off balance sheet vehicles.</p>	<p>The entity does not control any other entity so no impact is expected due to the adoption of AASB 10.</p> <p>The entity holds no interest in a joint venture arrangement so no impact is expected due to the adoption of AASB 11.</p> <p>Additional disclosures will be required under AASB 12 but there will be no changes to reported position and performance.</p>

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED**

**q. New Accounting Standards for Application in Future Periods continued**

<b>Standard Name</b>	<b>Effective date for entity</b>	<b>Requirements</b>	<b>Impact</b>
AASB 2011-4 – Amendments to Australian Accounting Standards to Remove Individual Key Management Personnel Disclosure Requirements [AASB 124]	31 March 2015	Remove individual key management personnel disclosure requirements (i.e. components of remuneration) for disclosing entities.	The entity is compliant with the requirements of the Fair Work Australia Registered Organisation Act (2009) and has decided to disclose remuneration for elected officials and committee members within the notes of the financial statements.
AASB 2011-6 – Amendments to Australian Accounting Standards - Extending Relief from Consolidation, the Equity Method and Proportionate Consolidation – Reduced Disclosure Requirements [AASB 127, AASB 128 & AASB 131]	31 March 2015	This Standard extends the relief from consolidation, the equity method and proportionate consolidation by removing the requirement for the financial statements prepared by the ultimate or any intermediate parent entity to be IFRS compliant, provided that the parent entity, investor or venturer and the ultimate or intermediate parent entity comply with Australian Accounting Standards or Australian Accounting Standards - Reduced Disclosure Requirements.	Since the entity does not comply with the Reduced Disclosure Regime there is no impact on the adoption of this standard.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED**

**q. New Accounting Standards for Application in Future Periods continued**

<b>Standard Name</b>	<b>Effective date for entity</b>	<b>Requirements</b>	<b>Impact</b>
AASB 2011-7 – Amendments to Australian Accounting Standards arising from the Consolidation & Joint Arrangements Standards [AASB 1, 2, 3, 5, 7, 9, 2009-11, 101, 107, 112, 118, 121, 124, 132, 133, 136, 138, 139, 1023 & 1038 and Interpretations 5, 9, 16 & 17]	31 March 2015	This standard provides many consequential changes due to the release of the new consolidation and joint venture standards.	The impact of this standard is expected to be minimal.
AASB 119 Employee Benefits (September 2011)	31 March 2015	The main changes in this standard relate to the accounting for defined benefit plans and are as follows:  - elimination of the option to defer the recognition of gains and losses (the 'corridor method'); - requiring remeasurements to be presented in other comprehensive income; and - enhancing the disclosure requirements.	Since the entity does not have a defined benefit plan, the adoption of these standards will not have any impact.
AASB 2011-10 Amendments to Australian Accounting Standards arising from AASB 119 (September 2011) and AASB 2011-11 Amendments to AASB 119 (September 2011) arising from Reduced Disclosure Requirements			
AASB 2010-10 - Further Amendments to Australian Accounting Standards – Removal of Fixed Dates for First-time Adopters [AASB 2009-11 & AASB 2010-7]	31 March 2015	Makes amendments to AASB 1	No impact since the entity is not a first-time adopter of IFRS.

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

**q. New Accounting Standards for Application in Future Periods continued**

<b>Standard Name</b>	<b>Effective date for entity</b>	<b>Requirements</b>	<b>Impact</b>
AASB 2012-2 - Amendments to Australian Accounting Standards - Disclosures - Offsetting Financial Assets and Financial Liabilities [AASB 132 & AASB 7]	31 March 2015	Requires the inclusion of information about the effect or potential effect of netting arrangements.	There is no impact on disclosures as there are no offsetting arrangements currently in place.
AASB 2012-4 – Amendments to Australian Accounting Standards – Government Loans [AASB 1]	31 March 2015	Adds exception to retrospective application of Australian Accounting Standards for first time adopters.	No impact as these are not the first time adoption accounts for the entity.
AASB 2012-5 – Amendments to Australian Accounting Standards arising from Annual Improvements 2009-2011 Cycle [AASB 1, AASB 101, AASB 116, AASB 132 & AASB 134 and Interpretation 2]	31 March 2015	AASB 1 - this standard clarifies that an entity can apply AASB 1 more than once.  AASB 101 - clarifies that a third statement of financial position is required when the opening statement of financial position is materially affected by any adjustments.  AASB 116 - clarifies the classification of servicing equipment.  AASB 132 and Interpretation 2 - Clarifies that income tax relating to distributions to holders of an equity instrument and to transaction costs of an equity transaction shall be accounted for in accordance with AASB 112 Income Taxes AASB 134 - provides clarification about segment reporting.	No expected impact on the entities financial position or performance.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED**

**q. New Accounting Standards for Application in Future Periods continued**

<b>Standard Name</b>	<b>Effective date for entity</b>	<b>Requirements</b>	<b>Impact</b>
AASB 2011-12 Amendments to Australian Accounting Standards arising from Interpretation 20	31 March 2015	Allows transitional provisions for strappings costs in accordance with Interpretation 20.	There will be no impact as entity is not in the mining industry.
AASB 2012-9 Amendment to AASB 1048 arising from the Withdrawal of Australian Interpretation 1039	31 March 2015	Removes reference to withdrawn Interpretation 1039.	No impact on the financial statements.
AASB 1055 - Budgetary Reporting AASB 2013-1 Amendments to AASB 1049 - Relocation of Budgetary Reporting Requirements	31 March 2015	This standard specifies the nature of budgetary disclosures and circumstances for inclusion in the financial statements.	No impact as the entity is not a public sector entity.
AASB 2012-3 Amendments to Australian Accounting Standards - Offsetting Financial Assets and Financial Liabilities [AASB 132]	31 March 2015	This standard adds application guidance to AASB 132 to assist with applying some of the offset criteria of the standard.	There will be no impact to the entity as there are no offsetting arrangements currently in place.

**r. Financial Support**

Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) did not receive or offer financial support from/to another reporting unit during the financial year.



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**NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR THE FAIR WORK  
COMMISSION**

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272 of the Act which read as follows:

1. A member of an entity, or the General Manager of Fair Work Commission, may apply to the entity for specified prescribed information in relation to the entity 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 entity.
3. An entity must comply with an application made under subsection (1).

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 3: REVENUE</b>		
Membership Subscriptions	1,723,450	1,729,131
Interest Received	89,348	118,396
Sundry Income	1,685	11,106
Reimbursement of expenses	14,190	62,056
Grant Funds	-	-
Capitation Fees	-	-
Donations	-	-
Levies	-	-
	<hr/>	<hr/>
Total revenue	<u>1,828,673</u>	<u>1,920,689</u>

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	2014	2013
	\$	\$

**NOTE 4: (LOSS)/PROFIT FOR YEAR**

(Loss)/profit for year before income tax expense has been determined after:

**Affiliation, capitation fees,**

**Compulsory levies and commissions**

Affiliation fees:

-Australian Labour Party	23,931	23,226
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Trades and Labour Councils:

-Ballarat	835	938
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-Bendigo	515	405
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-Geelong	2,639	2,359
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-North East and Border	440	440
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-South West	-	150
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-Goulburn AV	388	388
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-Victorian Trades Hall	2,290	2,196
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-Union Shopper	55	120
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Capitation fees:

-CEPU Divisional Conference	363,840	369,558
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Compulsory Levies: \*\*

-Journey Cover	37,650	34,566
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-CEPU Divisional Conference National Journal	2,202	(10,096)
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	434,785	424,250
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**Depreciation expense**

Property, plant and equipment

	18,045	27,309
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**\*\*Compulsory Levies**

Journey Cover:	Relates to insurance for members of the union purchased through the CEPU Divisional.
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CEPU Divisional Conference :	Relates to the National Council produced newsletter and CEPU P&T Victorian Branch's portion of expense for its production.
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CEPU Divisional Conference National Journal:	Relates to National Council produced journal and CEPU P&T Victorian Branch's portion of expense for its production.
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	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 4: PROFIT FOR YEAR continued</b>		
<b>Employee benefits expense:</b>		
Salaries and allowances		
- elected officials	401,811	389,524
- employees	371,863	288,872
- other temporary staff	-	23,055
- compensation wages	-	49,708
Superannuation contributions		
- elected officials	57,350	54,737
- employees	49,618	41,665
Provision for annual leave		
- elected officials	22,923	5,589
- employees	15,871	(6,704)
Provision for long service leave		
- elected officials	(5,156)	14,312
- employees	(2,636)	1,102
Provision for sick leave		
- employees	(2,205)	(10,273)
Other		
- Fringe benefit tax	5,717	5,718
- Workcover levy	8,642	230
- Payroll tax	46,794	37,104
- Superannuation insurance	-	1,564
	<u>970,592</u>	<u>896,203</u>
<b>Included in administration expense</b>		
Conference and meetings:		
- Delegates' training and expense	3,923	4,771
- Annual Delegates' Conference	-	-
Remuneration of auditor		
- audit	13,300	13,000
- other services	2,350	2,703
Legal Fees:		
- litigation	46,311	38,280
- other legal matters	-	-
Bank Charges	7,486	13,638
Consideration to employers for payroll deductions	-	-
Campaign expenses	-	-
Commission on contributions received	4,438	11,804
Computer maintenance	10,590	9,000
Death benefit scheme	2,000	3,000
Equipment purchases	220	824
Insurance	12,388	15,256

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	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 4: PROFIT FOR YEAR continued</b>		
<b>Included in administration</b>		
Loss on disposal of fixed assets	2,515	-
Loss of wages	1,563	1,301
Motor Vehicle expense	48,306	46,403
Office purchases	1,386	2,162
Postage	43,934	26,564
Printing, stationary & publications	43,873	48,323
Staff amenities	1,192	1,055
Staff & delegate training, seminars & procurement	7,499	5,026
Travel expenses	9,932	10,976
	<u>263,206</u>	<u>254,086</u>
<b>Included in other expenses</b>		
Grants & donations:		
- Grants	-	-
- Donations	-	395
Doubtful debts	78,922	7,366
Medical expenses	17,188	9,437
Refund of dues	6,430	3,427
Sundry expense	4,063	6,762
	<u>106,603</u>	<u>27,387</u>

**NOTE 5: CASH AND CASH EQUIVALENTS**

Cash on hand	417	249
Cash at bank		
- Welfare fund	974	944
- General account	787,329	823,846
Cash on deposit		
- Term deposit	1,539,116	1,517,458
	<u>2,327,836</u>	<u>2,342,497</u>

The effective interest rate on short-term bank deposits was 3.75% (2012: 4.5%); these deposits have an average maturity of 90 days.

**Reconciliation of cash:**

Cash at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:

Cash and cash equivalents	2,327,836	2,342,497
Bank overdrafts	-	-
	<u>2,327,836</u>	<u>2,342,497</u>

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	2014 \$	2013 \$
<b>NOTE 6: TRADE AND OTHER RECEIVABLES</b>		
<b>CURRENT</b>		
Members contributions in arrears	134,095	46,216
Amounts owing from related branches	-	-
Accrued interest income	<u>3,825</u>	<u>10,471</u>
Less provision for impairment of debts		
- members contributions	<u>(120,980)</u>	<u>(42,058)</u>
	<u>16,940</u>	<u>14,629</u>

**(i) Provision for Impairment of Receivables**

Current trade receivables are generally on 30-day terms. These receivables are assessed for recoverability and a provision for impairment is recognised when there is objective evidence that an individual trade receivable is impaired. These amounts have been included in other expense items.

Movement in the provision for impairment of receivables is as follows:

	\$
Provision for impairment as at 31 March 2013	34,692
- Charge for the year	7,366
- Written off	-
Provision for impairment as at 31 March 2013	<u>42,058</u>
- Charge for the year	78,922
- Written off	-
Provision for impairment as at 31 March 2013	<u>120,980</u>

NOTES TO THE FINANCIAL STATEMENTS  
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NOTE 6: TRADE AND OTHER RECEIVABLES continued

**Credit risk**

The entity has no significant concentration of credit risk with respect to any single counterparty or entity of counterparties other than those receivables specifically provided for and mentioned within Note 6. The main source of credit risk to the entity is considered to relate to the class of assets described as "trade and other receivables".

The following table details the entity and parent's trade and other receivables exposed to credit risk (prior to collateral and other credit enhancements) with ageing analysis and impairment provided for thereon. Amounts are considered as "past due" when the debt has not been settled within the terms and conditions agreed between the entity and parent and the customer or counterparty to the transaction. Receivables that are past due are assessed for impairment by ascertaining solvency of the debtors and are provided for where there are specific circumstances indicating that the debt may not be fully repaid to the entity.

The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality.

	Net Amount \$	Past Due and Impaired \$	Past Due but Not Impaired (Days Overdue)			
			<30 \$	31-60 \$	61-90 \$	>90 \$
<b>2014</b>						
Trade receivables	134,095	120,980	-	-	-	13,115
Other receivables	3,825	-	-	-	-	3,825
Total	137,920	120,980	-	-	-	16,940
<b>2013</b>						
Trade receivables	46,216	42,058	-	-	-	4,158
Other receivables	10,471	-	-	-	-	10,471
Total	56,687	42,058	-	-	-	14,629

**(ii) Collateral pledged**

No collateral is held over trade and other receivables.

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	2014	2013
	\$	\$

**NOTE 7: OTHER ASSETS**

**CURRENT**

Prepayments	6,757	9,617
Deposit on purchase of property	100,000	-
	106,757	9,617

**NOTE 8: FINANCIAL ASSETS**

Shares in the New International Bookshop Co-Op.	1,000	1,000
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- a. Available-for-sale financial assets comprise investments in the ordinary issued capital of various entities. There are no fixed returns or fixed maturity dates attached to these investments. No intention to dispose of any unlisted available-for-sale financial assets existed at 31 March 2014.
- b. Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) holds 100% ownership of the New International Bookshop Co-Op.

**NOTE 9: INVENTORY**

Inventory -- at cost	275	2,186
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	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 10: PROPERTY, PLANT AND EQUIPMENT</b>		
Computer equipment:		
At cost	47,206	44,158
Less: Accumulated depreciation	<u>(44,503)</u>	<u>(43,789)</u>
	<u>2,703</u>	<u>369</u>
Furniture and fittings:		
At cost	69,135	69,135
Less: Accumulated depreciation	<u>(61,367)</u>	<u>(60,412)</u>
	<u>7,768</u>	<u>8,723</u>
Motor Vehicles:		
At cost	164,826	228,229
Less: Accumulated depreciation	<u>(114,996)</u>	<u>(158,858)</u>
	<u>49,830</u>	<u>69,371</u>
Total property, plant and equipment	<u>60,301</u>	<u>78,463</u>

**a. Movements in carrying amounts**

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year.

	<b>Computer equipment \$</b>	<b>Motor Vehicles \$</b>	<b>Furniture &amp; Fittings \$</b>	<b>Total \$</b>
Balance at 1 April 2012	5,287	90,784	9,701	105,772
Additions	-	-	-	-
Disposals	-	-	-	-
Depreciation expense	(4,918)	(21,413)	(978)	(27,309)
Revaluation	-	-	-	-
	<u>369</u>	<u>69,371</u>	<u>8,723</u>	<u>78,463</u>
Carrying amount at 31 March 2013	369	69,371	8,723	78,463
Additions	3,048	-	-	3,048
Disposals	-	(3,165)	-	(3,165)
Depreciation expense	(714)	(16,376)	(955)	(18,045)
Revaluation	-	-	-	-
	<u>2,703</u>	<u>49,830</u>	<u>7,768</u>	<u>60,301</u>
Carrying amount at 31 March 2014	<u>2,703</u>	<u>49,830</u>	<u>7,768</u>	<u>60,301</u>



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	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 11: TRADE AND OTHER PAYABLES</b>		
<b>CURRENT</b>		
Sundry Creditors	46,822	59,889
Consideration to employees for payroll deductions	-	-
Legal costs	-	-
Contributions paid in advance	100,075	71,411
Owing to CEPU Divisional Conference		
- Capitation fees	26,541	-
- Other payables	6,350	-
	<u>179,788</u>	<u>131,300</u>
 <b>NOTE 12: PROVISIONS</b>		
<b>Analysis of Total Provisions</b>		
Employee entitlements		
Provision for annual leave		
- elected officials	67,270	44,347
- employees	27,031	11,160
	<u>94,301</u>	<u>55,507</u>
Provision for long service leave		
- elected officials	72,962	78,118
- employees	18,641	21,277
	<u>91,603</u>	<u>99,395</u>
Provision for sick leave		
-elected officials	-	-
-employees	14	2,219
	<u>14</u>	<u>2,219</u>
 Total employee entitlements	<u>185,918</u>	<u>157,121</u>

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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**NOTE 12: PROVISIONS continued**

	<b>Sick Leave \$</b>	<b>Annual Leave \$</b>	<b>Long-term Employee Benefits \$</b>	<b>Total \$</b>
Opening balance at 1 April 2013	2,219	55,507	99,395	157,121
Additional provisions raised during the year	495	98,880	11,138	110,513
Amounts used	(2,700)	(60,086)	(18,930)	(81,716)
Balance at 31 March 2014	14	94,301	91,603	185,918

	<b>2014 \$</b>	<b>2013 \$</b>
<b>Analysis of total provisions</b>		
Current	185,918	157,121
Non-current	-	-
	<u>185,918</u>	<u>157,121</u>

**Provision for Employee Benefits**

Provision for employee benefits represents amounts accrued for annual leave and long service leave.

The current portion for this provision includes the total amount accrued for annual leave, long service leave and sick leave entitlements that have vested due to employees having completed the required period of service. Based on past experience, the entity does not expect the full amount of annual or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the entity does not have an unconditional right to defer the settlement of these amounts in the event of employees wish to use their leave entitlement.

In calculating the present value of future cash flows in respect of long service leave, the probability of long service leave being taken is based on historical data. The measurement and recognition criteria relating to employee benefits have been discussed in Note 1(g).

The non-current portion of this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service.

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

	2014 \$	2013 \$
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**NOTE 13: CASH FLOW INFORMATION**

**a) Reconciliation of cash flow from operations with loss after income tax**

(Loss)/Profit after income tax – General fund	(12,568)	247,506
Profit after income tax – Welfare fund	-	154

**Non-cash items**

- Depreciation	18,045	27,309
- Loss on sale of fixed asset	2,515	-

**Changes in assets and liabilities:**

- decrease/(Increase) in receivables	6,646	(1,335)
- decrease/(Increase) in inventory	1,911	(190)
- decrease/(Increase) in prepayments	2,860	(2,429)
- (increase)/decrease in contribution in arrears	(8,957)	65
- increase in provision for employee entitlements	28,797	4,026
- (decrease)/increase in sundry creditors	(13,067)	13,657
- increase/(decrease) in amount owing to Divisional Conference	32,891	(63,705)
- increase in contributions in advance	28,664	32,077

**Cash flows used by operations**

	87,737	257,135
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i) The entity has no credit stand-by or financing facilities in place other than disclosed in the financial report.

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

**b) Cash flow information**

Included in cashflows are the following cash inflows from and cash outflows to related entities.

**Cash inflows:**

CEPU T&S Branch (Vic)	85	3,125
CEPU WA Branch	-	260
CEPU Divisional Conference	1,015	2,223
<b>Total cash inflows</b>	<u>1,100</u>	<u>5,608</u>

**Cash outflows:**

CEPU T&S Branch (Vic)	-	8,150
CEPU Divisional Conference – Capitation fees	399,121	413,731
CEPU Divisional Conference – Other	43,088	115,363
<b>Total cash outflows</b>	<u>442,209</u>	<u>537,244</u>

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**NOTE 14: EVENTS AFTER THE REPORTING PERIOD**

There are no events subsequent to the reporting date of this report which will have a material effect on the financial report for the year ended 31 March 2014.

**NOTE 15: 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 16: KEY MANAGEMENT PERSONNEL COMPENSATION AND RELATED PARTY  
TRANSACTIONS**

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

<b>Name</b>	
Joan Doyle	Branch Secretary/ Treasurer
Ray Gorman	Branch President
Ray Zimmer	Branch Vice - President
Peter Shead	Branch Vice - President
Brendan Henley	Branch Organiser
Leroy Lazaro	Branch Organiser
Cindy Shelley	Branch Organiser
Samantha Richardson	Branch Committee of Management Member (resigned 25 September 2013)
Kristin Potamidis	Branch Committee of Management Member (appointed 23 October 2013)
Gary Price	Branch Committee of Management Member
Val Butler	Branch Committee of Management Member
Glenn Anson	Branch Committee of Management Member
Chris Punshon	Branch Committee of Management Member
Louise Whitefield	Branch Committee of Management Member
Meredith San Jose	Branch Committee of Management Member
Laural McGlashan	Branch Committee of Management Member
Timothy Gaunt	Branch Committee of Management Member
Wayne Redenbach	Branch Committee of Management Member
Anthony Ozella	Branch Committee of Management Member

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 16: KEY MANAGEMENT PERSONNEL COMPENSATION AND RELATED PARTY  
TRANSACTIONS continued**

- a. The aggregate amount of remuneration paid to elected officials during the financial year for salaries was \$401,811 (2013: \$389,524).

The aggregate amount paid during the financial year to a superannuation plan in connection with the retirement of elected officials was \$57,350 (2013: \$54,737).

<b>Name</b>	<b>Remuneration</b>	<b>Superannuation</b>
Joan Doyle	\$72,949	\$10,413
Ray Gorman	\$46,159	\$6,588
Val Butler	\$62,586	\$8,933
Brendan Henley	\$74,251	\$10,598
Leroy Lazaro	\$72,592	\$10,361
Cindy Shelley	\$73,274	\$10,457

- b. The aggregate amount of remuneration paid to other persons on the Committee of Management was as follows:

- salaries and allowances \$57,844 (2013: \$38,990).
- superannuation \$8,037 (2013: \$5,459).
- loss of wages \$2,467 (2013: \$1,301).

<b>Name</b>	<b>Remuneration</b>	<b>Superannuation</b>
Louise Whitefield	\$282	-
Meredith San Jose	\$1,536	-
Timothy Gaunt	\$56,308	\$8,037
Wayne Redenbach	\$194	-
Angelo Ozella	\$305	-
Anthony Veal	\$579	-
William Fogarty	\$670	-
Kristin Potamidis	\$437	-

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 16: KEY MANAGEMENT PERSONNEL COMPENSATION AND RELATED PARTY  
TRANSACTIONS continued**

- c. The aggregate amount of remuneration paid to employees and who are not members of the committee of management or elected officials:
- salaries and allowances \$314,019 (2013: \$423,297).
  - superannuation \$41,581 (2013: \$36,206).
  - loss of wages Nil (2013: Nil).

<b>Name</b>	<b>Remuneration</b>	<b>Superannuation</b>
Mario Royeca (Vice President – Divisional Conference)	\$33,572	\$4,792

- d. No officer has received any remuneration because the officer is a member of a board or hold that position only because of their position as an officer or because they were nominated for the position on the board by the organisation/branch/peak council.
- e. No officer has received any remuneration from a related party to the organisation/branch in connection with the performance of the officer's duties.
- f. No officer has any material personal interest in a matter that the officer or a relative of the officer has that relates to the affairs of the organisation/branch.
- g. Apart from the above, there were no other transactions between the officers of the entity other than those relating to their membership of the entity and reimbursement by the entity 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 17: ECONOMIC DEPENDENCE**

The principle source of income for the union is membership fees.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

	2014 \$	2013 \$
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**NOTE 18: FINANCIAL RISK MANAGEMENT**

The entity's financial instruments consist mainly of deposits with banks, local money market instruments, short-term investments, accounts receivable and payable, bills, leases, preference shares and derivatives.

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:

**Financial assets**

Cash and cash equivalents	2,327,836	2,342,497
Trade and other receivables	16,940	14,629
Financial assets	1,000	1,000
<b>Total financial assets</b>	2,345,776	2,358,126

**Financial liabilities**

Financial liabilities at amortised cost:

– trade and other payables	179,788	131,300
<b>Total financial liabilities</b>	179,788	131,300

**Financial Risk Management Policies**

The committee of management's overall risk management strategy seeks to assist the entity in meeting its financial targets, while minimising potential adverse effects on financial performance. Risk management policies are approved and reviewed by the committee of management on a regular basis. These include the credit risk policies and future cash flow requirements.

The committee meets on a regular basis to analyse financial risk exposure and to evaluate treasury management strategies in the context of the most recent economic conditions and forecasts. The committee of management's overall risk management strategy seeks to assist the entity in meeting its financial targets, while minimising potential adverse effects on financial performance.

The committee operates under policies approved by the committee of management. Risk management policies are approved and reviewed by the committee of management on a regular basis. These include credit risk policies and future cash flow requirements.

**Specific Financial Risk Exposures and Management**

The main risks the entity is exposed to through its financial instruments are credit risk, liquidity risk, and market risk relating to interest rate risk and other price risk.

There have been no substantive changes in the types of risks the entity is exposed to, how these risks arise, or the committee of management's objectives, policies and processes for managing or measuring the risks from the previous period.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

**NOTE 18: FINANCIAL RISK MANAGEMENT continued**

**a. 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 entity of counterparties. Details with respect to credit risk of trade and other receivables are provided in Note 6.

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 6.

**b. Liquidity risk**

Liquidity risk arises from the possibility that the entity might encounter difficulty in settling its debts or otherwise meeting its obligations related to financial liabilities. The entity manages this risk through the following mechanisms:

- preparing forward-looking cash flow analyses in relation to its operational, investing and financing activities;
- monitoring undrawn credit facilities;
- obtaining funding from a variety of sources;
- maintaining a reputable credit profile;
- managing credit risk related to financial assets;
- only investing surplus cash with major financial institutions; and
- comparing the maturity profile of financial liabilities with the realisation profile of financial assets.

Cash flows realised from financial assets reflect management's expectation as to the timing of realisation. Actual timing may therefore differ from that disclosed. The timings of cash flows presented in the table to settle financial liabilities reflect the earliest contractual settlement dates and do not reflect management's expectations that banking facilities will be rolled forward.



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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 18: FINANCIAL RISK MANAGEMENT continued**

	Within 1 Year \$	1 to 5 Years \$	Over 5 Years \$	Total \$
<b>2014</b>				
<b>Financial Assets</b>				
Cash and cash equivalents	2,327,836	-	-	2,327,836
Receivables	16,940	-	-	16,940
Other financial assets	-	1,000	-	1,000
Total anticipated inflows	<u>2,344,776</u>	<u>1,000</u>	<u>-</u>	<u>2,345,776</u>
<b>Financial Liabilities</b>				
Trade and other payables	179,788	-	-	179,788
Total expected outflows	<u>179,788</u>	<u>-</u>	<u>-</u>	<u>179,788</u>
Net inflow/(outflow) on financial instruments	<u>2,164,988</u>	<u>1,000</u>	<u>-</u>	<u>2,165,988</u>
<b>2013</b>				
<b>Financial Assets</b>				
Cash and cash equivalents	2,342,497	-	-	2,342,497
Receivables	14,629	-	-	14,629
Other financial assets	-	1,000	-	1,000
Total anticipated inflows	<u>2,357,126</u>	<u>1,000</u>	<u>-</u>	<u>2,358,126</u>
<b>Financial Liabilities</b>				
Trade and other payables	131,300	-	-	131,300
Total expected outflows	<u>131,300</u>	<u>-</u>	<u>-</u>	<u>131,300</u>
Net inflow/(outflow) on financial instruments	<u>2,225,826</u>	<u>1,000</u>	<u>-</u>	<u>2,226,826</u>

**c. 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.

**(ii) 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.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

**NOTE 18: FINANCIAL RISK MANAGEMENT continued**

*Sensitivity analysis*

The following table illustrates sensitivities to the entity's exposures to changes in interest rates and equity prices. The table indicates the impact on how profit and equity values reported at the end of the reporting period would have been affected by changes in the relevant risk variable that management considers to be reasonably possible.

These sensitivities also assume that the movement in a particular variable is independent of other variables.

	Profit \$
<b>Year ended 31 March 2014</b>	
+/-1% in interest rates basis points	<u>23,278</u>
<b>Year ended 31 March 2013</b>	
+/-1% in interest rates basis points	<u>23,425</u>

There have been no changes in any of the assumptions used to prepare the above sensitivity analysis from the prior year.

**Fair Values**

**Fair value estimation**

The fair values of financial assets and financial liabilities are as presented in the statement of financial position. Fair value is the amount at which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Fair value may be based on information that is estimated or subject to judgment, where changes in assumptions may have a material impact on the amounts estimated. Areas of judgment and the assumptions have been detailed below. Where possible, valuation information used to calculate fair value is extracted from the market, with more reliable information available from markets that are actively traded. In this regard, fair values for listed securities are obtained from quoted market bid prices. Where securities are unlisted and no market quotes are available, fair value is obtained using discounted cash flow analysis and other valuation techniques commonly used by market participants.

There is no variance between the fair value and carrying value at the year end.

**NOTE 19: CONTINGENCIES AND COMMITMENTS**

**Purchase of property**

During the 2014 financial year, the entity committed to purchasing a property at 75C Melville Road, Brunswick West VIC 3055. Included within Other Assets is a deposit of \$100,000 on the full purchase price of the property of \$1,000,000.

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 19: CONTINGENCIES AND COMMITMENTS continued**

**Royal Commission into Trade Unions:**

A Royal Commission was established on the 10 February 2014 to investigate union governance and corruption within Australian Trade Unions and Letters Patent were issued on the 13 March 2014. On the 31 March 2014 as part of the Royal Commission investigations, a notice was received by Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) requesting information required for their investigations.

As of the date of the audit report, no findings or reports have been issued by the Royal Commission.

**NOTE 20: ENTITY DETAILS**

The current registered office and principal place of business of the entity is:

75 Melville Road  
BRUNSWICK WEST VIC 3055

The registered office and principal place of business of the entity during the financial year was:

Level 1, 139 Queensberry Street  
CARLTON SOUTH VIC 3053

**NOTE 21: PRIOR FINANCIAL YEAR RECLASSIFICATION**

Loan balances consisting of loans from the General Fund to the Welfare Fund and from the Special Fund to the General fund were presented in the prior year statement of financial position as both assets and liabilities. A decision has been made in the current financial year to remove the amounts from the statement of financial position as the information is already presented in the statement of changes in equity. The effect of the prior period reclassification on the statement of financial position is shown below:

**Statement of Financial Position**

	2013 Financials as previously stated	Prior period reclassification	2013 Financials restated
<b>Current assets</b>			
Loans	38,347	(38,347)	-
Other current assets	2,368,929	-	2,368,929
<b>Total current assets</b>	<u>2,407,276</u>	-	<u>2,368,929</u>
<b>Non-current assets</b>			
Total non-current assets	79,463	-	79,463
<b>TOTAL ASSETS</b>	<u>2,486,739</u>	-	<u>2,448,392</u>
<b>Current liabilities</b>			
Loans	38,347	(38,347)	-
Other current liabilities	288,421	-	288,421
Total current liabilities	326,768	-	288,421
<b>TOTAL LIABILITIES</b>	<u>326,768</u>	-	<u>288,421</u>
<b>NET ASSETS</b>	<u>2,159,971</u>	-	<u>2,159,971</u>
<b>TOTAL EQUITY</b>	<u>2,159,971</u>	-	<u>2,159,971</u>

### **COMMITTEE OF MANAGEMENT STATEMENT**

On 22 July 2014 the Committee of Management of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) ("Union/Reporting Unit") passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31 March 2014:

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 General Manager of the Fair Work Commission;
- (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 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) where the information has been sought in any request by a member of the reporting unit or the General Manager duly made under section 272 of the RO Act, that information has been provided to the member or the 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

**COMMITTEE OF MANAGEMENT STATEMENT**  
**continued**

- (f) where the reporting unit has undertaken recovery of wages activity:
- (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the General Manager; and
  - (ii) the committee of management instructed the auditor to include in the scope of the audit required under subsection 257(1) of the RO Act all recovery of wages activity by the reporting unit in which revenues had been derived for the financial year in respect of such activity; and
  - (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on recovery of wages activity and the notes to the financial statements; and
  - (iv) that prior to engaging in any recovery of wages activity, the organisation has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and
  - (v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from monies recovered from employers on behalf of workers until distributions of recovered money were made to the workers.
- (g) that the members receive a copy of the concise financial report.

Signed in accordance with a resolution of the Committee of Management dated \_\_\_\_\_ :

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

Signature: 

Dated: 22 July 2014  
Melbourne

**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)**

**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, Postal and Telecommunications Branch (Victoria), which comprises the statement of financial position as at 31 March 2014, 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 entity for the financial year.

**Committee of Management's Responsibility for the Financial Report**

The 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 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 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, POSTAL AND  
TELECOMMUNICATIONS BRANCH (VICTORIA)**  
**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 2014 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.
- b. properly and fairly report all information in relation to recovery of wages activity required by the reporting guidelines of 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*

**MSI RAGG WEIR**  
Chartered Accountants

*L.S. Wong*

**L.S.WONG**  
Partner  
Member of the Institute of Chartered Accountants in Australia and  
Current holder of a current public practice certificate  
Melbourne:

*22 July 2014*

## COMPILATION REPORT

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

#### Scope

We have compiled the accompanying special purpose financial statements of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) which comprises the attached detailed income and expenditure statement for the year ended 31 March 2014. The specific purposes for which the special purpose financial statements have been prepared is to provide information relating to the performance of the entity that satisfies the information needs of the committee of management.

#### The Responsibility of the Committee of Management

The committee of management is solely responsible for the information contained in the special purpose financial statement and has determined that the basis of accounting adopted is appropriate to meet the needs of the committee of management.

#### Our Responsibility

On the basis of information provided by the committee of management we have compiled the accompanying special purpose financial statement in accordance with the basis of accounting and APES 315: Compilation of Financial Information.

Our procedures use accounting expertise to collect, classify and summarise the financial information which the committee provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The special purpose financial statement was compiled exclusively for the benefit of the committee of management. We do not accept responsibility to any other person for the contents of the special purpose financial report.

*MSI Ragg Weir*

**MSI RAGG WEIR**  
Chartered Accountants

Melbourne: 22 July 2014



**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**

**DETAILED INCOME AND EXPENDITURE STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2014**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>INCOME</b>		
Members' contributions	1,723,450	1,729,131
Interest received	89,348	118,396
Sundry income	1,685	10,806
Reimbursement of motor vehicle expenses	14,190	11,320
Reimbursement of Work cover	-	50,736
Welfare fund donations	-	300
<b>TOTAL INCOME</b>	<u>1,828,673</u>	<u>1,920,689</u>
<b>EXPENDITURE</b>		
<b>Affiliation, capitation fees, Compulsory levies and commissions</b>		
Affiliation fees:		
-Australian Labour Party	23,931	23,226
Trades and Labour Councils:		
-Ballarat	835	938
-Bendigo	515	405
-Geelong	2,639	2,359
-North East and Border	440	440
-South West	-	150
-Goulburn AV	388	388
-Victorian Trades Hall	2,290	2,196
-Union Shopper	55	120
Capitation fees:		
-CEPU Divisional Conference	363,840	369,558
Compulsory Levies:		
-Journey Cover	37,650	34,566
-CEPU Divisional Conference National Journal	2,202	(10,096)
	<u>434,785</u>	<u>424,250</u>
<b>Administration expense</b>		
Conference and meetings:		
- Delegates' training and expense	3,923	4,771
Remuneration of auditor		
- audit	15,650	15,703
Legal Fees:		
- litigation	46,311	38,280
- other legal matters	-	-
Bank Charges	7,486	13,638
Commission on contributions received	4,438	11,804
Computer maintenance	10,590	9,000
Death benefit scheme	2,000	3,000
Equipment purchases	220	824
Insurance	12,388	15,256
Loss on disposal of fixed assets	2,515	-

This statement should be read in conjunction with the attached compilation report on page 47

**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**

**DETAILED INCOME AND EXPENDITURE STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2014**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>Administration expense continued</b>		
Loss of wages	1,563	1,301
Motor Vehicle expense	48,306	46,403
Office purchases	1,386	2,162
Postage	43,934	26,564
Printing, stationary & publications	43,873	48,323
Staff amenities	1,192	1,055
Staff & delegate training, seminars & procurement	7,499	5,026
Travel expenses	9,932	10,976
	<u>263,206</u>	<u>254,086</u>
<b>Communication expense:</b>		
Telephone	31,180	21,677
Other fees and charges	3,640	2,933
	<u>34,820</u>	<u>24,610</u>
<b>Depreciation expense</b>	<u>18,045</u>	<u>27,309</u>
<b>Employee benefits expense:</b>		
Salaries and allowances		
- elected officials	401,811	389,524
- employees	371,863	288,872
- other temporary staff	-	23,055
- compensation wages	-	49,708
Superannuation contributions		
- elected officials	57,350	54,737
- employees	49,618	41,665
Provision for annual leave		
- elected officials	22,923	5,589
- employees	15,871	(6,704)
Provision for long service leave		
- elected officials	(5,156)	14,312
- employees	(2,636)	1,102
Provision for sick leave		
- employees	(2,205)	(10,273)
Other		
- Fringe benefit tax	5,717	5,718
- Workcover levy	8,642	230
- Payroll tax	46,794	37,104
- Superannuation insurance	-	1,564
	<u>970,592</u>	<u>896,203</u>

This statement should be read in conjunction with the attached compilation report on page 47

**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**

**DETAILED INCOME AND EXPENDITURE STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2014**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>Occupancy expense:</b>		
Cleaning & waste collection	10,480	11,311
Repairs & maintenance	2,710	1,202
Rent	-	6,671
	<u>13,190</u>	<u>19,184</u>
<b>Included in other expenses</b>		
Grants & donations:		
- Grants	-	-
- Donations	-	395
Doubtful debts	78,922	7,366
Medical expenses	17,188	9,437
Refund of dues	6,430	3,427
Sundry expense	4,063	6,762
	<u>106,603</u>	<u>27,387</u>
<b>Total Operating Expenditure</b>	<u>1,841,241</u>	<u>1,673,029</u>
<b>NET(LOSS)/PROFIT/ FOR THE YEAR</b>	<u>(12,568)</u>	<u>247,660</u>

This statement should be read in conjunction with the attached compilation report on page 47

**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 2014**

**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 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, Postal and Telecommunications Branch (Victoria) ("the Union"), the relevant Reporting Unit for the financial year ended 31 March 2014.

**Principal Activities**

The principal activities of the Union during the financial year were to represent the industrial, professional and political interests of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) workers in the State of Victoria.

**Operating Result**

The results of the principal activities of the Union during the financial year was to further the interests of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) workers through improvements in wages and conditions, health and safety, legal rights and company compliance with Australian labour standards.

The operating loss of the Union for the financial year was \$12,568 (2013: \$247,660 profit). No provision for tax was necessary as the Union is exempt from income tax.

**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**

No 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,  
POSTAL AND TELECOMMUNICATIONS BRANCH (VICTORIA)  
ABN 30 490 675 447**

**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 4,521 (2013: 4,878)
- (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 (2013: 11).
- (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;

**Name**

Joan Doyle	Branch Secretary/ Treasurer
Ray Gorman	Branch President
Ray Zimmer	Branch Vice - President
Peter Shead	Branch Vice - President
Brendan Henley	Branch Organiser
Leroy Lazaro	Branch Organiser
Cindy Shelley	Branch Organiser
Samantha Richardson	Branch Committee of Management Member (resigned 25 September 2013)
Kristin Potamidis	Branch Committee of Management Member (appointed 23 October 2013)
Gary Price	Branch Committee of Management Member
Val Butler	Branch Committee of Management Member
Glenn Anson	Branch Committee of Management Member
Chris Punshon	Branch Committee of Management Member
Louise Whitefield	Branch Committee of Management Member
Meredith San Jose	Branch Committee of Management Member
Laural McGlashan	Branch Committee of Management Member
Timothy Gaunt	Branch Committee of Management Member
Wayne Redenbach	Branch Committee of Management Member
Anthony Ozella	Branch Committee of Management Member

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: Joan Veronica Doyle  
Title of Office held: Branch Secretary

Signature:

*Joan V Doyle*

Dated:

Melbourne

*29th August 2014*

**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**

**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 MARCH 2014**

	Note	2014 \$	2013 \$
Revenue	3	1,828,673	1,920,689
Administration expense		(263,206)	(254,086)
Affiliation and capitation fees	4	(434,785)	(424,250)
Communication expense		(34,820)	(24,610)
Depreciation and amortisation expense	4	(18,045)	(27,309)
Employee benefits expense	4	(970,592)	(896,203)
Occupancy expense		(13,190)	(19,184)
Other expenses		(106,603)	(27,387)
(Loss)/profit before income tax		(12,568)	247,660
Income tax expense	1(a)	-	-
(Loss)/profit for the year		(12,568)	247,660
Other comprehensive income		-	-
<b>Total comprehensive income</b>		<b>(12,568)</b>	<b>247,660</b>

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**

**STATEMENT OF FINANCIAL POSITION  
AS AT 31 MARCH 2014**

	Note	2014 \$	2013 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	5	2,327,836	2,342,497
Trade and other receivables	6	16,940	14,629
Stock on hand	9	275	2,186
Other current assets	7	<u>106,757</u>	<u>9,617</u>
<b>TOTAL CURRENT ASSETS</b>		<u>2,451,808</u>	<u>2,368,929</u>
<b>NON-CURRENT ASSETS</b>			
Financial Assets	8	1,000	1,000
Property, plant and equipment	10	<u>60,301</u>	<u>78,463</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<u>61,301</u>	<u>79,463</u>
<b>TOTAL ASSETS</b>		<u>2,513,109</u>	<u>2,448,392</u>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	11	179,788	131,300
Provisions	12	<u>185,918</u>	<u>157,121</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u>365,706</u>	<u>288,421</u>
<b>TOTAL LIABILITIES</b>		<u>365,706</u>	<u>288,421</u>
<b>NET ASSETS</b>		<u>2,147,403</u>	<u>2,159,971</u>
<b>EQUITY</b>			
Retained earnings		<u>2,147,403</u>	<u>2,159,971</u>
<b>TOTAL EQUITY</b>		<u>2,147,403</u>	<u>2,159,971</u>

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**

**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 31 MARCH 2014**

	<b>Retained earnings General Fund \$</b>	<b>Retained earnings Welfare Fund \$</b>	<b>Total \$</b>
<b>Balance at 1 April 2012</b>	1,949,868	(37,557)	1,912,311
Profit attributable to the members	<u>247,506</u>	<u>154</u>	<u>247,660</u>
<b>Balance at 31 March 2013</b>	2,197,374	(37,403)	2,159,971
Loss attributable to the members	<u>(12,568)</u>	<u>-</u>	<u>(12,568)</u>
<b>Balance at 31 March 2014</b>	<u>2,184,806</u>	<u>(37,403)</u>	<u>2,147,403</u>

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**

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 MARCH 2014**

	Note	2014 \$	2013 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Membership contributions		1,885,942	1,926,435
Interest received		95,994	107,925
Other receipts		19,565	80,359
Payments to CEPU Divisional Conference		(442,209)	(529,094)
Payments to suppliers & employees		(1,471,555)	(1,328,490)
Net cash provided by (used in) operating activities	13	<u>87,737</u>	<u>257,135</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchase of property, plant & equipment		(3,048)	-
Proceeds from sale of property, plant & equipment		650	-
Security deposit on purchase of property		(100,000)	-
Net cash (used in) investing activities		<u>(102,398)</u>	<u>-</u>
Net (decrease)/increase in cash held		(14,661)	257,135
Cash at beginning of year		<u>2,342,497</u>	<u>2,085,362</u>
Cash at end of year	5	<u>2,327,836</u>	<u>2,342,497</u>

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**

**STATEMENT OF RECEIPTS AND PAYMENTS FOR RECOVERY OF WAGES ACTIVITY  
CASH BASIS - FOR THE YEAR ENDED 31 MARCH 2014**

	2014	2013
	\$	\$
<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.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Basis of Preparation**

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards and Interpretations of the Australian Accounting Standards Board (AASB), International Financial Reporting Standards as issued by the International Accounting Standards Board and the Fair Work (Registered Organisations) Act 2009. The entity is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

**a. Income Tax**

No provision for income tax is necessary as "Trade Unions" are exempt from income tax under Section 50-1 of the Income Tax Assessment Act 1997.

**b. Fair Value of Assets and Liabilities**

The entity measures some of its assets and liabilities at fair value on either a recurring or non-recurring basis, depending on requirements of the applicable Accounting Standard.

Fair value is the price the entity would receive to sell an asset or would have to pay to transfer a liability in an orderly (ie unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (ie the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (ie the market that maximises the receipts from the sale of the asset or minimises the payments made to transfer the liability, after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

The fair value of liabilities and the entity's own equity instruments may be valued, where there is no observable market price in relation to the transfer of such financial instrument, by reference to observable market information where such instruments are held as assets. Where this information is not available, other valuation techniques are adopted and, where significant, are detailed in the respective note to the financial statements.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

c. **Property, Plant and Equipment**

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

The carrying amount of property, leasehold improvements and 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.

Increases in the carrying amount arising on revaluation of land and buildings are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity; all other decreases are recognised in profit or loss.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Plant and equipment are measured on the cost basis and are therefore carried at cost less accumulated depreciation and any accumulated impairment losses. In the event the carrying amount of plant and equipment is greater than the estimated recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount and impairment losses are recognised either in profit or loss or as a revaluation decrease if the impairment losses relate to a revalued asset. A formal assessment of recoverable amount is made when impairment indicators are present (refer to Note 1(e) for details of impairment).

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the entity and the cost of the item can be measured reliably. All other repairs and maintenance are recognised as expenses in the profit or loss during the financial period in which they are incurred.

**Depreciation**

The depreciable amount of all fixed assets, including buildings and capitalised lease assets but excluding freehold land, is depreciated on a straight-line basis over the asset's useful life to the entity commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable assets are:

<b>Class of Fixed Asset</b>	<b>Depreciation Rate</b>
Computer equipment	7.5% - 30% (Straight line and reducing balance)
Motor vehicles	22.5% (Reducing balance)
Furniture and Fittings	20 - 40% (Straight line)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

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

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are recognised in the profit or loss when the item is derecognised. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

d. **Leases**

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are recognised as expenses on a straight-line basis over the lease term.

e. **Financial Instruments**

**Initial recognition and measurement**

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions of the instrument. For financial assets, this is equivalent to the date that the entity commits itself to either purchase or sell the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified "at fair value through profit or loss", in which case transaction costs are expensed to profit or loss immediately.

**Classification and subsequent measurement**

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest method, or cost. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition less principal repayments and any reduction for impairment, and adjusted for any cumulative amortisation of the difference between that initial amount and the maturity amount calculated using the effective interest method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying amount with a consequential recognition of an income or expense item in profit or loss.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

e. **Financial Instruments continued**

Fair value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

(i) *Financial assets at fair value through profit or loss*

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking, derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a entity of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss.

(ii) *Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting period, which will be classified as non-current assets.

(iii) *Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the entity's intention to hold these investments to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

(iv) *Available-for-sale investments*

Available-for-sale investments are non-derivative financial assets that are either not capable of being classified into other categories of financial assets due to their nature or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with any remeasurements other than impairment losses and foreign exchange gains and losses recognised in other comprehensive income. When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

e. **Financial Instruments continued**

Available-for-sale financial assets are classified as current assets when they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current assets.

(v) *Financial liabilities*

Non-derivative financial liabilities other than financial guarantees are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial liability is derecognised.

**Impairment**

At the end of each reporting period, the entity assesses whether there is objective evidence that a financial asset has been impaired. A financial asset or a entity of financial assets is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which has an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered to constitute a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or an entity of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

When the terms of financial assets that would otherwise have been past due or impaired have been renegotiated, the entity recognises the impairment for such financial assets by taking into account the original terms as if the terms have not been renegotiated so that the loss events that have occurred are duly considered.

**Financial guarantees**

Where material, financial guarantees issued that require the issuer to make specified payments to reimburse the holder for a loss it incurs because a specified debtor fails to make payment when due are recognised as financial liabilities at fair value on initial recognition.



NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

e. **Financial Instruments continued**

The fair value of financial guarantee contracts has been assessed using the probability-weighted discounted cash flow approach. The probability has been based on:

- the likelihood of the guaranteed party defaulting during the next reporting period;
- the proportion of the exposure that is not expected to be recovered due to the guaranteed party defaulting; and
- the maximum loss exposure if the guaranteed party were to default.

Financial guarantees are subsequently measured at the higher of the best estimate of the obligation in accordance with AASB 137: Provisions, Contingent Liabilities and Contingent Assets and the amount initially recognised less, when appropriate, cumulative amortisation in accordance with AASB 118: Revenue. Where the entity gives guarantees in exchange for a fee, revenue is recognised under AASB 118.

**Derecognition**

Financial assets are derecognised when the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised when the related obligations are discharged, cancelled or have expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

f. **Impairment of Assets**

At the end of each reporting period, the entity assesses whether there is any indication that an asset may be impaired. The assessment will include considering external sources of information and internal sources of information, including dividends received from subsidiaries, associates or jointly controlled entities deemed to be out of pre-acquisition profits. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (eg in accordance with the revaluation model in AASB 116). Any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

Where it is not possible to estimate the recoverable amount of an individual asset, the entity estimates the recoverable amount of the cash-generating unit to which the asset belongs.

g. **Employee Benefits**

**Short-term employee benefits**

Provision is made for the entity's obligation for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

g. **Employee Benefits continued**

**Other long-term employee benefits**

Provision is made for employees' long service leave, annual leave and rostered days off leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employees departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Upon the remeasurement of obligations for other long-term employee benefits, the net charge in the obligation is recognised in profit or loss as a part of employee benefits expense.

The entity's obligations for long-term employee benefits are presented as non-current provisions in the statement of financial position, except where the entity does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are disclosed as current provisions.

h. **Provisions**

Provisions are recognised when the entity has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

i. **Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

j. **Revenue and Other Income**

Revenue from membership subscriptions is recognised on an accrual basis in the year to which it relates to.

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).

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

k. **Trade and Other Receivables**

Trade and other receivables include amounts due from members and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Trade and other receivables are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment. Refer to Note 1(f) for further discussion on the determination of impairment losses.

l. **Trade and Other Payables**

Trade and other payables represent the liabilities for goods and services received by the entity that remain unpaid at the end of the reporting period. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

m. **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 Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities, which are recoverable from or payable to the ATO, are presented as operating cash flows included in receipts from customers or payments to suppliers.

n. **Comparative Figures**

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

Where the entity has retrospectively applied an accounting policy, made a retrospective restatement of items in the financial statements or reclassified items in its financial statements, an additional statement of financial position as at the beginning of the earliest comparative period will be disclosed.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED**

**o. Critical Accounting Estimates and Judgments**

The committee of management evaluate estimates and judgments incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the entity.

**Key estimates**

The committee of management assesses impairment at each reporting date by evaluating conditions specific to the entity that may lead to impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Value in use calculation performed in assessing recoverable amounts incorporates a number of key estimates.

**Key judgments**

No key judgments have been used in the preparation of this financial report.

**p. New and Amended Accounting Policies Adopted by the Entity**

**Financial Statements**

The entity adopted the following Australian Accounting Standards, together with the relevant consequential amendments arising from related Amending Standards, from the mandatory application date of 1 January 2013:

- AASB 12: Disclosure of Interests in Other Entities
- AASB 13: Fair Value Measurement
- AASB 119: Employee Benefits

The accounting policies have been updated to reflect changes in the recognition and measurement of assets, liabilities, income and expenses and the impact of adoption of these standards is discussed below.

AASB 12 Disclosure of Interests in Other Entities includes all disclosures relating to an entity's interest in associates, joint arrangements, subsidiaries and structured entities. On adoption of AASB 12, additional disclosures have been included in the financial statements in relation to investments held which are provided for in Note 8.

AASB 13 Fair Value Measurement does not change what and when assets or liabilities are recorded at fair value. It provides guidance on how to measure assets and liabilities at fair value, including the concept of highest and best use for non-financial assets. AASB 13 has not changed the fair value measurement basis for any assets or liabilities held at fair value, however additional disclosures on the methodology and fair value hierarchy have been included in the financial statements in Note 18.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES CONTINUED

p. **New and Amended Accounting Policies Adopted by the Entity continued**

AASB 119 Employee benefits changes the basis for determining the income or expense relating to defined benefit plans and introduces revised definitions for short-term employee benefits and termination benefits.

The entity reviewed the annual leave liability to determine the level of annual leave which is expected to be paid more than 12 months after the end of the reporting period. Whilst this has been considered to be a long-term employee benefits for the purpose of measuring the leave under AASB 119, the effect of discounting was not considered to be material and therefore has not been performed.

There was no change to the treatment of provisions from the prior year, therefore no restatements of the comparative figures were required.

q. **New Accounting Standards for Application in Future Periods**

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. The entity has decided against early adoption of these standards. The following table summarises those future requirements, and their impact on the entity:

Standard Name	Effective date for entity	Requirements	Impact
AASB 9 Financial Instruments and amending standards AASB 2010-7/AASB 2012-6	31 March 2017	Changes to the classification and measurement requirements for financial assets and financial liabilities.  New rules relating to derecognition of financial instruments.	The impact of AASB 9 has not yet been determined as the entire standard has not been released.

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

**q. New Accounting Standards for Application in Future Periods continued**

<b>Standard Name</b>	<b>Effective date for entity</b>	<b>Requirements</b>	<b>Impact</b>
AASB 1053 – Application of Tiers of Australian Accounting Standards and amending standards AASB 2010-2, AASB 2011-11, AASB 2012-1, AASB 2012-7 and AASB 2012-11	31 March 2015	This standard allows certain entities to reduce disclosures.	The entity is not adopting the RDR and therefore these standards are not relevant.
AASB 2011-2 Amendments to Australian Accounting Standards arising from Trans-Tasman convergence – Reduced Disclosure Requirements	31 March 2015	Highlights the disclosures not required in AASB 1054 for entities applying the RDR.	The entity is not adopting the RDR and therefore this standard is not relevant.
AASB 13 Fair Value Measurement.	31 March 2015	AASB 13 provides a precise definition of fair value and a single source of fair value measurement and disclosure requirements for use across Accounting Standards but does not change when fair value is required or permitted.	Fair value estimates currently made by the entity will be revised and potential changes to reported values may be required.
AASB 2011-8 - Amendments to Australian Accounting Standards arising from AASB 13 [AASB 1, 2, 3, 4, 5, 7, 9, 2009-11, 2010-7, 101, 102, 108, 110, 116, 117, 118, 119, 120, 121, 128, 131, 132, 133, 134, 136, 138, 139, 140, 141, 1004, 1023 & 1038 and Interpretations 2, 4, 12, 13, 14, 17, 19, 131 & 132]		There are a number of additional disclosure requirements.	The entity has not yet determined the magnitude of any changes which may be needed.  Some additional disclosures will be needed.

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

**q. New Accounting Standards for Application in Future Periods  
continued**

<b>Standard Name</b>	<b>Effective date for entity</b>	<b>Requirements</b>	<b>Impact</b>
AASB 10 Financial Statements / AASB 11 Joint Arrangements / AASB 12 Disclosures of Interests in Other Entities, AASB 127 Separate Financial Statements, AASB 128 Investments in Associates and AASB 2012-10 Amendments to Australian Accounting Standards - Transition Guidance and Other Amendments	31 March 2015	AASB 10 includes a new definition of control, which is used to determine which entities are consolidated, and describes consolidation procedures. The Standard provides additional guidance to assist in the determination of control where this is difficult to assess.	The entity does not control any other entity so no impact is expected due to the adoption of AASB 10.
		AASB 11 focuses on the rights and obligations of a joint venture arrangement, rather than its legal form (as is currently the case). IFRS 11 requires equity accounting for joint ventures, eliminating proportionate consolidation as an accounting choice.	The entity holds no interest in a joint venture arrangement so no impact is expected due to the adoption of AASB 11.
		AASB 12 includes disclosure requirements for all forms of interests in other entities, including joint arrangements, associates, special purpose vehicles and other off balance sheet vehicles.	Additional disclosures will be required under AASB 12 but there will be no changes to reported position and performance.

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

**q. New Accounting Standards for Application in Future Periods continued**

<b>Standard Name</b>	<b>Effective date for entity</b>	<b>Requirements</b>	<b>Impact</b>
AASB 2011-4 – Amendments to Australian Accounting Standards to Remove Individual Key Management Personnel Disclosure Requirements [AASB 124]	31 March 2015	Remove individual key management personnel disclosure requirements (i.e. components of remuneration) for disclosing entities.	The entity is compliant with the requirements of the Fair Work Australia Registered Organisation Act (2009) and has decided to disclose remuneration for elected officials and committee members within the notes of the financial statements.
AASB 2011-6 – Amendments to Australian Accounting Standards - Extending Relief from Consolidation, the Equity Method and Proportionate Consolidation – Reduced Disclosure Requirements [AASB 127, AASB 128 & AASB 131]	31 March 2015	This Standard extends the relief from consolidation, the equity method and proportionate consolidation by removing the requirement for the financial statements prepared by the ultimate or any intermediate parent entity to be IFRS compliant, provided that the parent entity, investor or venturer and the ultimate or intermediate parent entity comply with Australian Accounting Standards or Australian Accounting Standards - Reduced Disclosure Requirements.	Since the entity does not comply with the Reduced Disclosure Regime there is no impact on the adoption of this standard.



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

**q. New Accounting Standards for Application in Future Periods continued**

<b>Standard Name</b>	<b>Effective date for entity</b>	<b>Requirements</b>	<b>Impact</b>
AASB 2011-7 – Amendments to Australian Accounting Standards arising from the Consolidation & Joint Arrangements Standards [AASB 1, 2, 3, 5, 7, 9, 2009-11, 101, 107, 112, 118, 121, 124, 132, 133, 136, 138, 139, 1023 & 1038 and Interpretations 5, 9, 16 & 17]	31 March 2015	This standard provides many consequential changes due to the release of the new consolidation and joint venture standards.	The impact of this standard is expected to be minimal.
AASB 119 Employee Benefits (September 2011)	31 March 2015	The main changes in this standard relate to the accounting for defined benefit plans and are as follows:  - elimination of the option to defer the recognition of gains and losses (the 'corridor method'); - requiring remeasurements to be presented in other comprehensive income; and - enhancing the disclosure requirements.	Since the entity does not have a defined benefit plan, the adoption of these standards will not have any impact.
AASB 2011-10 Amendments to Australian Accounting Standards arising from AASB 119 (September 2011) and AASB 2011-11 Amendments to AASB 119 (September 2011) arising from Reduced Disclosure Requirements			
AASB 2010-10 - Further Amendments to Australian Accounting Standards – Removal of Fixed Dates for First-time Adopters [AASB 2009-11 & AASB 2010-7]	31 March 2015	Makes amendments to AASB 1	No impact since the entity is not a first-time adopter of IFRS.

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

**q. New Accounting Standards for Application in Future Periods continued**

<b>Standard Name</b>	<b>Effective date for entity</b>	<b>Requirements</b>	<b>Impact</b>
AASB 2012-2 - Amendments to Australian Accounting Standards - Disclosures - Offsetting Financial Assets and Financial Liabilities [AASB 132 & AASB 7]	31 March 2015	Requires the inclusion of information about the effect or potential effect of netting arrangements.	There is no impact on disclosures as there are no offsetting arrangements currently in place.
AASB 2012-4 – Amendments to Australian Accounting Standards – Government Loans [AASB 1]	31 March 2015	Adds exception to retrospective application of Australian Accounting Standards for first time adopters.	No impact as these are not the first time adoption accounts for the entity.
AASB 2012-5 – Amendments to Australian Accounting Standards arising from Annual Improvements 2009-2011 Cycle [AASB 1, AASB 101, AASB 116, AASB 132 & AASB 134 and Interpretation 2]	31 March 2015	<p>AASB 1 - this standard clarifies that an entity can apply AASB 1 more than once.</p> <p>AASB 101 - clarifies that a third statement of financial position is required when the opening statement of financial position is materially affected by any adjustments.</p> <p>AASB 116 - clarifies the classification of servicing equipment.</p> <p>AASB 132 and Interpretation 2 - Clarifies that income tax relating to distributions to holders of an equity instrument and to transaction costs of an equity transaction shall be accounted for in accordance with AASB 112 Income Taxes</p> <p>AASB 134 - provides clarification about segment reporting.</p>	No expected impact on the entities financial position or performance.

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

**q. New Accounting Standards for Application in Future Periods continued**

<b>Standard Name</b>	<b>Effective date for entity</b>	<b>Requirements</b>	<b>Impact</b>
AASB 2011-12 Amendments to Australian Accounting Standards arising from Interpretation 20	31 March 2015	Allows transitional provisions for strappings costs in accordance with Interpretation 20.	There will be no impact as entity is not in the mining industry.
AASB 2012-9 Amendment to AASB 1048 arising from the Withdrawal of Australian Interpretation 1039	31 March 2015	Removes reference to withdrawn Interpretation 1039.	No impact on the financial statements.
AASB 1055 - Budgetary Reporting AASB 2013-1 Amendments to AASB 1049 - Relocation of Budgetary Reporting Requirements	31 March 2015	This standard specifies the nature of budgetary disclosures and circumstances for inclusion in the financial statements.	No impact as the entity is not a public sector entity.
AASB 2012-3 Amendments to Australian Accounting Standards - Offsetting Financial Assets and Financial Liabilities [AASB 132]	31 March 2015	This standard adds application guidance to AASB 132 to assist with applying some of the offset criteria of the standard.	There will be no impact to the entity as there are no offsetting arrangements currently in place.

**r. Financial Support**

Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) did not receive or offer financial support from/to another reporting unit during the financial year.

**s. Business Combinations**

The reporting unit did not enter into any business combinations during the year.

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**NOTES TO THE FINANCIAL STATEMENTS  
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**NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR THE FAIR WORK  
COMMISSION**

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272 of the Act which read as follows:

1. A member of an entity, or the General Manager of Fair Work Commission, may apply to the entity for specified prescribed information in relation to the entity 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 entity.
3. An entity must comply with an application made under subsection (1).

**NOTE 3: REVENUE**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
Membership Subscriptions	1,723,450	1,729,131
Interest Received	89,348	118,396
Sundry Income	1,685	11,106
Reimbursement of expenses	14,190	62,056
Grant Funds	-	-
Capitation Fees	-	-
Donations	-	-
Levies	-	-
	<hr/>	<hr/>
Total revenue	<u>1,828,673</u>	<u>1,920,689</u>

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**NOTES TO THE FINANCIAL STATEMENTS  
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	2014	2013
	\$	\$

**NOTE 4: (LOSS)/PROFIT FOR YEAR**

(Loss)/profit for year before income tax expense has been determined after:

**Affiliation, capitation fees,**

**Compulsory levies and commissions**

Affiliation fees:

-Australian Labour Party	23,931	23,226
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Trades and Labour Councils:

-Ballarat	835	938
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-Bendigo	515	405
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-Geelong	2,639	2,359
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-North East and Border	440	440
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-South West	-	150
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-Goulburn AV	388	388
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-Victorian Trades Hall	2,290	2,196
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-Union Shopper	55	120
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Capitation fees:

-CEPU Divisional Conference	363,840	369,558
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Compulsory Levies: \*\*

-Journey Cover	37,650	34,566
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-CEPU Divisional Conference National Journal	2,202	(10,096)
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	434,785	424,250
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**Depreciation expense**

Property, plant and equipment

	18,045	27,309
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**\*\*Compulsory Levies**

Journey Cover:	Relates to insurance for members of the union purchased through the CEPU Divisional.
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CEPU Divisional Conference :	Relates to the National Council produced newsletter and CEPU P&T Victorian Branch's portion of expense for its production.
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CEPU Divisional Conference National Journal:	Relates to National Council produced journal and CEPU P&T Victorian Branch's portion of expense for its production.
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	2014	2013
	\$	\$

**NOTE 4: PROFIT FOR YEAR continued**

**Employee benefits expense:**

Salaries and allowances		
- elected officials	401,811	389,524
- employees	371,863	288,872
- other temporary staff	-	23,055
- compensation wages	-	49,708
Superannuation contributions		
- elected officials	57,350	54,737
- employees	49,618	41,665
Provision for annual leave		
- elected officials	22,923	5,589
- employees	15,871	(6,704)
Provision for long service leave		
- elected officials	(5,156)	14,312
- employees	(2,636)	1,102
Provision for sick leave		
- employees	(2,205)	(10,273)
Provision for separation and redundancies	-	-
Other		
- Separation and redundancies	-	-
- Fringe benefit tax	5,717	5,718
- Workcover levy	8,642	230
- Payroll tax	46,794	37,104
- Superannuation insurance	-	1,564
	970,592	896,203

**Included in administration expense**

Conference and meetings:		
- Delegates' training and expense	309	381
- Annual Delegates' Conference	-	-
- Council, committee, panels & other bodies	7,221	5,801
- Fees/allowances	-	-
Remuneration of auditor		
- audit	13,300	13,000
- other services	2,350	2,703
Legal Fees:		
- litigation	46,311	38,280
- other legal matters	-	-
Bank Charges	7,486	13,638
Consideration to employers for payroll deductions	-	-
Campaign expenses	-	-
Commission on contributions received	4,438	11,804
Computer maintenance	10,590	9,000
Death benefit scheme	2,000	3,000
Equipment purchases	220	824

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	2014 \$	2013 \$
<b>NOTE 4: PROFIT FOR YEAR continued</b>		
<b>Included in administration</b>		
Insurance	12,388	15,256
Loss on disposal of fixed assets	2,515	-
Loss of wages	1,563	1,301
Motor Vehicle expense	48,306	46,403
Office purchases	1,386	2,162
Postage	43,934	26,564
Printing, stationary & publications	43,873	48,323
Staff amenities	1,192	1,055
Staff & delegate training, seminars & procurement	3,892	3,615
Travel expenses	9,932	10,976
	<u>263,206</u>	<u>254,086</u>
<b>Included in other expenses</b>		
Grants & donations:		
- Grants	-	-
- Donations	-	395
Penalties - via RO Act or RO Regulations	-	-
Doubtful debts	78,922	7,366
Medical expenses	17,188	9,437
Refund of dues	6,430	3,427
Sundry expense	4,063	6,762
	<u>106,603</u>	<u>27,387</u>

**NOTE 5: CASH AND CASH EQUIVALENTS**

Cash on hand	417	249
Cash at bank		
- Welfare fund	974	944
- General account	787,329	823,846
Cash on deposit		
- Term deposit	1,539,116	1,517,458
	<u>2,327,836</u>	<u>2,342,497</u>

The effective interest rate on short-term bank deposits was 3.75% (2012: 4.5%); these deposits have an average maturity of 90 days.

**Reconciliation of cash:**

Cash at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:

Cash and cash equivalents	2,327,836	2,342,497
Bank overdrafts	-	-
	<u>2,327,836</u>	<u>2,342,497</u>

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	2014 \$	2013 \$
<b>NOTE 6: TRADE AND OTHER RECEIVABLES</b>		
<b>CURRENT</b>		
Members contributions in arrears	134,095	46,216
Amounts owing from related branches	-	-
Accrued interest income	<u>3,825</u>	<u>10,471</u>
Less provision for impairment of debts		
- members contributions	<u>(120,980)</u>	<u>(42,058)</u>
	<u>16,940</u>	<u>14,629</u>

**(i) Provision for Impairment of Receivables**

Current trade receivables are generally on 30-day terms. These receivables are assessed for recoverability and a provision for impairment is recognised when there is objective evidence that an individual trade receivable is impaired. These amounts have been included in other expense items.

Movement in the provision for impairment of receivables is as follows:

	\$
Provision for impairment as at 31 March 2013	34,692
- Charge for the year	7,366
- Written off	-
Provision for impairment as at 31 March 2013	<u>42,058</u>
- Charge for the year	78,922
- Written off	-
Provision for impairment as at 31 March 2013	<u>120,980</u>



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**NOTE 6: TRADE AND OTHER RECEIVABLES continued**

**Credit risk**

The entity has no significant concentration of credit risk with respect to any single counterparty or entity of counterparties other than those receivables specifically provided for and mentioned within Note 6. The main source of credit risk to the entity is considered to relate to the class of assets described as "trade and other receivables".

The following table details the entity and parent's trade and other receivables exposed to credit risk (prior to collateral and other credit enhancements) with ageing analysis and impairment provided for thereon. Amounts are considered as "past due" when the debt has not been settled within the terms and conditions agreed between the entity and parent and the customer or counterparty to the transaction. Receivables that are past due are assessed for impairment by ascertaining solvency of the debtors and are provided for where there are specific circumstances indicating that the debt may not be fully repaid to the entity.

The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality.

	<b>Net Amount \$</b>	<b>Past Due and Impaired \$</b>	<b>Past Due but Not Impaired (Days Overdue)</b>			
			<b>&lt;30 \$</b>	<b>31-60 \$</b>	<b>61-90 \$</b>	<b>&gt;90 \$</b>
<b>2014</b>						
Trade receivables	134,095	120,980	-	-	-	13,115
Other receivables	3,825	-	-	-	-	3,825
<b>Total</b>	<b>137,920</b>	<b>120,980</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16,940</b>
<b>2013</b>						
Trade receivables	46,216	42,058	-	-	-	4,158
Other receivables	10,471	-	-	-	-	10,471
<b>Total</b>	<b>56,687</b>	<b>42,058</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,629</b>

**(ii) Collateral pledged**

No collateral is held over trade and other receivables.

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	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>

**NOTE 7: OTHER ASSETS**

**CURRENT**

Prepayments

Deposit on purchase of property

6,757	9,617
100,000	-
106,757	9,617

**NOTE 8: FINANCIAL ASSETS**

Shares in the New International Bookshop Co-Op.

1,000	1,000
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- a. Available-for-sale financial assets comprise investments in the ordinary issued capital of various entities. There are no fixed returns or fixed maturity dates attached to these investments. No intention to dispose of any unlisted available-for-sale financial assets existed at 31 March 2014.
- b. Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) holds 100% ownership of the New International Bookshop Co-Op.

**NOTE 9: INVENTORY**

Inventory – at cost

275	2,186
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	2014 \$	2013 \$
<b>NOTE 10: PROPERTY, PLANT AND EQUIPMENT</b>		
Computer equipment:		
At cost	47,206	44,158
Less: Accumulated depreciation	<u>(44,503)</u>	<u>(43,789)</u>
	<u>2,703</u>	<u>369</u>
Furniture and fittings:		
At cost	69,135	69,135
Less: Accumulated depreciation	<u>(61,367)</u>	<u>(60,412)</u>
	<u>7,768</u>	<u>8,723</u>
Motor Vehicles:		
At cost	164,826	228,229
Less: Accumulated depreciation	<u>(114,996)</u>	<u>(158,858)</u>
	<u>49,830</u>	<u>69,371</u>
Total property, plant and equipment	<u>60,301</u>	<u>78,463</u>

**a. Movements in carrying amounts**

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year.

	Computer equipment \$	Motor Vehicles \$	Furniture & Fittings \$	Total \$
Balance at 1 April 2012	5,287	90,784	9,701	105,772
Additions	-	-	-	-
Disposals	-	-	-	-
Depreciation expense	(4,918)	(21,413)	(978)	(27,309)
Revaluation	-	-	-	-
	<u>369</u>	<u>69,371</u>	<u>8,723</u>	<u>78,463</u>
Carrying amount at 31 March 2013	369	69,371	8,723	78,463
Additions	3,048	-	-	3,048
Disposals	-	(3,165)	-	(3,165)
Depreciation expense	(714)	(16,376)	(955)	(18,045)
Revaluation	-	-	-	-
	<u>2,703</u>	<u>49,830</u>	<u>7,768</u>	<u>60,301</u>
Carrying amount at 31 March 2014	2,703	49,830	7,768	60,301

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	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>NOTE 11: TRADE AND OTHER PAYABLES</b>		
CURRENT		
Sundry Creditors	46,822	59,889
Consideration to employees for payroll deductions	-	-
Legal costs	-	-
Contributions paid in advance	100,075	71,411
Owing to CEPU Divisional Conference		
- Capitation fees	26,541	-
- Other payables	6,350	-
	<u>179,788</u>	<u>131,300</u>
 <b>NOTE 12: PROVISIONS</b>		
<b>Analysis of Total Provisions</b>		
Employee entitlements		
Provision for annual leave		
- elected officials	67,270	44,347
- employees	27,031	11,160
	<u>94,301</u>	<u>55,507</u>
Provision for long service leave		
- elected officials	72,962	78,118
- employees	18,641	21,277
	<u>91,603</u>	<u>99,395</u>
Provision for sick leave		
-elected officials	-	-
-employees	14	2,219
	<u>14</u>	<u>2,219</u>
Provision for separation and redundancies		
-elected officials	-	-
-employees	-	-
	<u>-</u>	<u>-</u>
 Total employee entitlements	<u>185,918</u>	<u>157,121</u>

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**NOTE 12: PROVISIONS continued**

	<b>Sick Leave</b>	<b>Annual Leave</b>	<b>Long-term Employee Benefits</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Opening balance at 1 April 2013	2,219	55,507	99,395	157,121
Additional provisions raised during the year	495	98,880	11,138	110,513
Amounts used	(2,700)	(60,086)	(18,930)	(81,716)
Balance at 31 March 2014	14	94,301	91,603	185,918

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>Analysis of total provisions</b>		
Current	185,918	157,121
Non-current	-	-
	<u>185,918</u>	<u>157,121</u>

**Provision for Employee Benefits**

Provision for employee benefits represents amounts accrued for annual leave and long service leave.

The current portion for this provision includes the total amount accrued for annual leave, long service leave and sick leave entitlements that have vested due to employees having completed the required period of service. Based on past experience, the entity does not expect the full amount of annual or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the entity does not have an unconditional right to defer the settlement of these amounts in the event of employees wish to use their leave entitlement.

In calculating the present value of future cash flows in respect of long service leave, the probability of long service leave being taken is based on historical data. The measurement and recognition criteria relating to employee benefits have been discussed in Note 1(g).

The non-current portion of this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service.

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	2014	2013
	\$	\$

**NOTE 13: CASH FLOW INFORMATION**

**a) Reconciliation of cash flow from operations with loss after income tax**

(Loss)/Profit after income tax – General fund	(12,568)	247,506
Profit after income tax – Welfare fund	-	154

**Non-cash items**

- Depreciation	18,045	27,309
- Loss on sale of fixed asset	2,515	-

**Changes in assets and liabilities:**

- decrease/(Increase) in receivables	6,646	(1,335)
- decrease/(Increase) in inventory	1,911	(190)
- decrease/(Increase) in prepayments	2,860	(2,429)
- (increase)/decrease in contribution in arrears	(8,957)	65
- increase in provision for employee entitlements	28,797	4,026
- (decrease)/increase in sundry creditors	(13,067)	13,657
- increase/(decrease) in amount owing to Divisional Conference	32,891	(63,705)
- increase in contributions in advance	28,664	32,077

**Cash flows used by operations**

	87,737	257,135
--	--------	---------

i) The entity has no credit stand-by or financing facilities in place other than disclosed in the financial report.

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

**b) Cash flow information**

Included in cashflows are the following cash inflows from and cash outflows to related entities.

**Cash inflows:**

CEPU T&S Branch (Vic)	85	3,125
CEPU WA Branch	-	260
CEPU Divisional Conference	1,015	2,223
<b>Total cash inflows</b>	<u>1,100</u>	<u>5,608</u>

**Cash outflows:**

CEPU T&S Branch (Vic)	-	8,150
CEPU Divisional Conference – Capitation fees	399,121	413,731
CEPU Divisional Conference – Other	43,088	115,363
<b>Total cash outflows</b>	<u>442,209</u>	<u>537,244</u>

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**NOTE 14: EVENTS AFTER THE REPORTING PERIOD**

There are no events subsequent to the reporting date of this report which will have a material effect on the financial report for the year ended 31 March 2014.

**NOTE 15: 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 16: KEY MANAGEMENT PERSONNEL COMPENSATION AND RELATED PARTY  
TRANSACTIONS**

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

<b>Name</b>	
Joan Doyle	Branch Secretary/ Treasurer
Ray Gorman	Branch President
Ray Zimmer	Branch Vice - President
Peter Shead	Branch Vice - President
Brendan Henley	Branch Organiser
Leroy Lazaro	Branch Organiser
Cindy Shelley	Branch Organiser
Samantha Richardson	Branch Committee of Management Member (resigned 25 September 2013)
Kristin Potamidis	Branch Committee of Management Member (appointed 23 October 2013)
Gary Price	Branch Committee of Management Member
Val Butler	Branch Committee of Management Member
Glenn Anson	Branch Committee of Management Member
Chris Punshon	Branch Committee of Management Member
Louise Whitefield	Branch Committee of Management Member
Meredith San Jose	Branch Committee of Management Member
Laural McGlashan	Branch Committee of Management Member
Timothy Gaunt	Branch Committee of Management Member
Wayne Redenbach	Branch Committee of Management Member
Anthony Ozella	Branch Committee of Management Member

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**NOTES TO THE FINANCIAL STATEMENTS  
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**NOTE 16: KEY MANAGEMENT PERSONNEL COMPENSATION AND RELATED PARTY  
TRANSACTIONS continued**

- a. The aggregate amount of remuneration paid to elected officials during the financial year for salaries was \$401,811 (2013: \$389,524).

The aggregate amount paid during the financial year to a superannuation plan in connection with the retirement of elected officials was \$57,350 (2013: \$54,737).

<b>Name</b>	<b>Remuneration</b>	<b>Superannuation</b>
Joan Doyle	\$72,949	\$10,413
Ray Gorman	\$46,159	\$6,588
Val Butler	\$62,586	\$8,933
Brendan Henley	\$74,251	\$10,598
Leroy Lazaro	\$72,592	\$10,361
Cindy Shelley	\$73,274	\$10,457

- b. The aggregate amount of remuneration paid to other persons on the Committee of Management was as follows:

- salaries and allowances \$57,844 (2013: \$38,990).
- superannuation \$8,037 (2013: \$5,459).
- loss of wages \$2,467 (2013: \$1,301).

<b>Name</b>	<b>Remuneration</b>	<b>Superannuation</b>
Louise Whitefield	\$282	-
Meredith San Jose	\$1,536	-
Timothy Gaunt	\$56,308	\$8,037
Wayne Redenbach	\$194	-
Angelo Ozella	\$305	-
Anthony Veal	\$579	-
William Fogarty	\$670	-
Kristin Potamidis	\$437	-



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**NOTE 16: KEY MANAGEMENT PERSONNEL COMPENSATION AND RELATED PARTY  
TRANSACTIONS continued**

c. The aggregate amount of remuneration paid to employees and who are not members of the committee of management or elected officials:

- salaries and allowances \$314,019 (2013: \$423,297).
- superannuation \$41,581 (2013: \$36,206).
- loss of wages Nil (2013: Nil).

<b>Name</b>	<b>Remuneration</b>	<b>Superannuation</b>
Mario Royeca (Vice President – Divisional Conference)	\$33,572	\$4,792

d. No officer has received any remuneration because the officer is a member of a board or hold that position only because of their position as an officer or because they were nominated for the position on the board by the organisation/branch/peak council.

e. No officer has received any remuneration from a related party to the organisation/branch in connection with the performance of the officer's duties.

f. No officer has any material personal interest in a matter that the officer or a relative of the officer has that relates to the affairs of the organisation/branch.

g. Apart from the above, there were no other transactions between the officers of the entity other than those relating to their membership of the entity and reimbursement by the entity 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 17: ECONOMIC DEPENDENCE**

The principle source of income for the union is membership fees.

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**NOTES TO THE FINANCIAL STATEMENTS  
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	2014	2013
	\$	\$

**NOTE 18: FINANCIAL RISK MANAGEMENT**

The entity's financial instruments consist mainly of deposits with banks, local money market instruments, short-term investments, accounts receivable and payable, bills, leases, preference shares and derivatives.

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:

**Financial assets**

Cash and cash equivalents	2,327,836	2,342,497
Trade and other receivables	16,940	14,629
Financial assets	1,000	1,000
<b>Total financial assets</b>	2,345,776	2,358,126

**Financial liabilities**

Financial liabilities at amortised cost:

– trade and other payables	179,788	131,300
<b>Total financial liabilities</b>	179,788	131,300

**Financial Risk Management Policies**

The committee of management's overall risk management strategy seeks to assist the entity in meeting its financial targets, while minimising potential adverse effects on financial performance. Risk management policies are approved and reviewed by the committee of management on a regular basis. These include the credit risk policies and future cash flow requirements.

The committee meets on a regular basis to analyse financial risk exposure and to evaluate treasury management strategies in the context of the most recent economic conditions and forecasts. The committee of management's overall risk management strategy seeks to assist the entity in meeting its financial targets, while minimising potential adverse effects on financial performance.

The committee operates under policies approved by the committee of management. Risk management policies are approved and reviewed by the committee of management on a regular basis. These include credit risk policies and future cash flow requirements.

**Specific Financial Risk Exposures and Management**

The main risks the entity is exposed to through its financial instruments are credit risk, liquidity risk, and market risk relating to interest rate risk and other price risk.

There have been no substantive changes in the types of risks the entity is exposed to, how these risks arise, or the committee of management's objectives, policies and processes for managing or measuring the risks from the previous period.

NOTES TO THE FINANCIAL STATEMENTS  
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NOTE 18: FINANCIAL RISK MANAGEMENT continued

a. **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 entity of counterparties. Details with respect to credit risk of trade and other receivables are provided in Note 6.

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 6.

b. **Liquidity risk**

Liquidity risk arises from the possibility that the entity might encounter difficulty in settling its debts or otherwise meeting its obligations related to financial liabilities. The entity manages this risk through the following mechanisms:

- preparing forward-looking cash flow analyses in relation to its operational, investing and financing activities;
- monitoring undrawn credit facilities;
- obtaining funding from a variety of sources;
- maintaining a reputable credit profile;
- managing credit risk related to financial assets;
- only investing surplus cash with major financial institutions; and
- comparing the maturity profile of financial liabilities with the realisation profile of financial assets.

Cash flows realised from financial assets reflect management's expectation as to the timing of realisation. Actual timing may therefore differ from that disclosed. The timings of cash flows presented in the table to settle financial liabilities reflect the earliest contractual settlement dates and do not reflect management's expectations that banking facilities will be rolled forward.

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**NOTES TO THE FINANCIAL STATEMENTS  
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**NOTE 18: FINANCIAL RISK MANAGEMENT continued**

	Within 1 Year \$	1 to 5 Years \$	Over 5 Years \$	Total \$
<b>2014</b>				
<b>Financial Assets</b>				
Cash and cash equivalents	2,327,836	-	-	2,327,836
Receivables	16,940	-	-	16,940
Other financial assets	-	1,000	-	1,000
Total anticipated inflows	<u>2,344,776</u>	<u>1,000</u>	<u>-</u>	<u>2,345,776</u>
<b>Financial Liabilities</b>				
Trade and other payables	179,788	-	-	179,788
Total expected outflows	<u>179,788</u>	<u>-</u>	<u>-</u>	<u>179,788</u>
Net inflow/(outflow) on financial instruments	<u>2,164,988</u>	<u>1,000</u>	<u>-</u>	<u>2,165,988</u>
<b>2013</b>				
<b>Financial Assets</b>				
Cash and cash equivalents	2,342,497	-	-	2,342,497
Receivables	14,629	-	-	14,629
Other financial assets	-	1,000	-	1,000
Total anticipated inflows	<u>2,357,126</u>	<u>1,000</u>	<u>-</u>	<u>2,358,126</u>
<b>Financial Liabilities</b>				
Trade and other payables	131,300	-	-	131,300
Total expected outflows	<u>131,300</u>	<u>-</u>	<u>-</u>	<u>131,300</u>
Net inflow/(outflow) on financial instruments	<u>2,225,826</u>	<u>1,000</u>	<u>-</u>	<u>2,226,826</u>

**c. 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.

**(ii) 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.

NOTES TO THE FINANCIAL STATEMENTS  
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**NOTE 18: FINANCIAL RISK MANAGEMENT continued**

*Sensitivity analysis*

The following table illustrates sensitivities to the entity's exposures to changes in interest rates and equity prices. The table indicates the impact on how profit and equity values reported at the end of the reporting period would have been affected by changes in the relevant risk variable that management considers to be reasonably possible.

These sensitivities also assume that the movement in a particular variable is independent of other variables.

	Profit \$
<b>Year ended 31 March 2014</b>	
+/-1% in interest rates basis points	<u>23,278</u>
<b>Year ended 31 March 2013</b>	
+/-1% in interest rates basis points	<u>23,425</u>

There have been no changes in any of the assumptions used to prepare the above sensitivity analysis from the prior year.

**Fair Values**

**Fair value estimation**

The fair values of financial assets and financial liabilities are as presented in the statement of financial position. Fair value is the amount at which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Fair value may be based on information that is estimated or subject to judgment, where changes in assumptions may have a material impact on the amounts estimated. Areas of judgment and the assumptions have been detailed below. Where possible, valuation information used to calculate fair value is extracted from the market, with more reliable information available from markets that are actively traded. In this regard, fair values for listed securities are obtained from quoted market bid prices. Where securities are unlisted and no market quotes are available, fair value is obtained using discounted cash flow analysis and other valuation techniques commonly used by market participants.

There is no variance between the fair value and carrying value at the year end.

**NOTE 19: CONTINGENCIES AND COMMITMENTS**

**Purchase of property**

During the 2014 financial year, the entity committed to purchasing a property at 75C Melville Road, Brunswick West VIC 3055. Included within Other Assets is a deposit of \$100,000 on the full purchase price of the property of \$1,000,000.

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

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

**NOTE 19: CONTINGENCIES AND COMMITMENTS continued**

**Royal Commission into Trade Unions:**

A Royal Commission was established on the 10 February 2014 to investigate union governance and corruption within Australian Trade Unions and Letters Patent were issued on the 13 March 2014. On the 31 March 2014 as part of the Royal Commission investigations, a notice was received by Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) requesting information required for their investigations.

As of the date of the audit report, no findings or reports have been issued by the Royal Commission.

**NOTE 20: ENTITY DETAILS**

The current registered office and principal place of business of the entity is:

75 Melville Road  
BRUNSWICK WEST VIC 3055

The registered office and principal place of business of the entity during the financial year was:

Level 1, 139 Queensberry Street  
CARLTON SOUTH VIC 3053

**NOTE 21: PRIOR FINANCIAL YEAR RECLASSIFICATION**

Loan balances consisting of loans from the General Fund to the Welfare Fund and from the Special Fund to the General fund were presented in the prior year statement of financial position as both assets and liabilities. A decision has been made in the current financial year to remove the amounts from the statement of financial position as the information is already presented in the statement of changes in equity. The effect of the prior period reclassification on the statement of financial position is shown below:

**Statement of Financial Position**

	2013 Financials as previously stated	Prior period reclassification	2013 Financials restated
<b>Current assets</b>			
Loans	38,347	(38,347)	-
Other current assets	2,368,929	-	2,368,929
<b>Total current assets</b>	<u>2,407,276</u>	-	<u>2,368,929</u>
<b>Non-current assets</b>			
Total non-current assets	79,463	-	79,463
<b>TOTAL ASSETS</b>	<u>2,486,739</u>	-	<u>2,448,392</u>
<b>Current liabilities</b>			
Loans	38,347	(38,347)	-
Other current liabilities	288,421	-	288,421
Total current liabilities	326,768	-	288,421
<b>TOTAL LIABILITIES</b>	<u>326,768</u>	-	<u>288,421</u>
<b>NET ASSETS</b>	<u>2,159,971</u>	-	<u>2,159,971</u>
<b>TOTAL EQUITY</b>	<u>2,159,971</u>	-	<u>2,159,971</u>

**COMMITTEE OF MANAGEMENT STATEMENT**

On 29 August 2014 the Committee of Management of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) ("Union/Reporting Unit") passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31 March 2014:

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 General Manager of the Fair Work Commission;
- (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 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) where the information has been sought in any request by a member of the reporting unit or the General Manager duly made under section 272 of the RO Act, that information has been provided to the member or the 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

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

**COMMITTEE OF MANAGEMENT STATEMENT**  
**continued**

- (f) where the reporting unit has undertaken recovery of wages activity:
- (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the General Manager; and
  - (ii) the committee of management instructed the auditor to include in the scope of the audit required under subsection 257(1) of the RO Act all recovery of wages activity by the reporting unit in which revenues had been derived for the financial year in respect of such activity; and
  - (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on recovery of wages activity and the notes to the financial statements; and
  - (iv) that prior to engaging in any recovery of wages activity, the organisation has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and
  - (v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from monies recovered from employers on behalf of workers until distributions of recovered money were made to the workers.
- (g) that the Annual Financial Report be displayed on the Branch's web-site.

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

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

Signature:

*Joan V Doyle*

Dated:

Melbourne

*29th August 2014*



**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)**

**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, Postal and Telecommunications Branch (Victoria), which comprises the statement of financial position as at 31 March 2014, 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 entity for the financial year.

**Committee of Management's Responsibility for the Financial Report**

The 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 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 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, POSTAL AND  
TELECOMMUNICATIONS BRANCH (VICTORIA)  
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 2014 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 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*

**MSI RAGG WEIR**  
Chartered Accountants

*L.S. Wong*

**L.S. WONG**  
Partner

Approved Auditor and Member of the Institute of Chartered Accountants in Australia and  
Current holder of a current public practice certificate

Melbourne: 29 August 2014

## COMPILATION REPORT

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

#### Scope

We have compiled the accompanying special purpose financial statements of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) which comprises the attached detailed income and expenditure statement for the year ended 31 March 2014. The specific purposes for which the special purpose financial statements have been prepared is to provide information relating to the performance of the entity that satisfies the information needs of the committee of management.

#### The Responsibility of the Committee of Management

The committee of management is solely responsible for the information contained in the special purpose financial statement and has determined that the basis of accounting adopted is appropriate to meet the needs of the committee of management.

#### Our Responsibility

On the basis of information provided by the committee of management we have compiled the accompanying special purpose financial statement in accordance with the basis of accounting and APES 315: Compilation of Financial Information.

Our procedures use accounting expertise to collect, classify and summarise the financial information which the committee provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The special purpose financial statement was compiled exclusively for the benefit of the committee of management. We do not accept responsibility to any other person for the contents of the special purpose financial report.

*MSI Ragg Weir*

**MSI RAGG WEIR**  
Chartered Accountants

Melbourne: 29 August 2014

**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**

**DETAILED INCOME AND EXPENDITURE STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2014**

	2014 \$	2013 \$
<b>INCOME</b>		
Members' contributions	1,723,450	1,729,131
Interest received	89,348	118,396
Sundry income	1,685	10,806
Reimbursement of motor vehicle expenses	14,190	11,320
Reimbursement of Work cover	-	50,736
Welfare fund donations	-	300
<b>TOTAL INCOME</b>	<u>1,828,673</u>	<u>1,920,689</u>
<b>EXPENDITURE</b>		
<b>Affiliation, capitation fees, Compulsory levies and commissions</b>		
Affiliation fees:		
-Australian Labour Party	23,931	23,226
Trades and Labour Councils:		
-Ballarat	835	938
-Bendigo	515	405
-Geelong	2,639	2,359
-North East and Border	440	440
-South West	-	150
-Goulburn AV	388	388
-Victorian Trades Hall	2,290	2,196
-Union Shopper	55	120
Capitation fees:		
-CEPU Divisional Conference	363,840	369,558
Compulsory Levies:		
-Journey Cover	37,650	34,566
-CEPU Divisional Conference National Journal	2,202	(10,096)
	<u>434,785</u>	<u>424,250</u>
<b>Administration expense</b>		
Conference and meetings:		
- Delegates' training and expense	309	381
- Council, committee, panels & other bodies	7,221	5,801
Remuneration of auditor		
- audit	15,650	15,703
Legal Fees:		
- litigation	46,311	38,280
- other legal matters	-	-
Bank Charges	7,486	13,638
Commission on contributions received	4,438	11,804
Computer maintenance	10,590	9,000
Death benefit scheme	2,000	3,000
Equipment purchases	220	824
Insurance	12,388	15,256
Loss on disposal of fixed assets	2,515	-

This statement should be read in conjunction with the attached compilation report on page 47

**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**

**DETAILED INCOME AND EXPENDITURE STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2014**

	2014	2013
	\$	\$
<b>Administration expense continued</b>		
Loss of wages	1,563	1,301
Motor Vehicle expense	48,306	46,403
Office purchases	1,386	2,162
Postage	43,934	26,564
Printing, stationary & publications	43,873	48,323
Staff amenities	1,192	1,055
Staff & delegate training, seminars & procurement	3,892	3,615
Travel expenses	9,932	10,976
	<u>263,206</u>	<u>254,086</u>
<b>Communication expense:</b>		
Telephone	31,180	21,677
Other fees and charges	3,640	2,933
	<u>34,820</u>	<u>24,610</u>
<b>Depreciation expense</b>	<u>18,045</u>	<u>27,309</u>
<b>Employee benefits expense:</b>		
Salaries and allowances		
- elected officials	401,811	389,524
- employees	371,863	288,872
- other temporary staff	-	23,055
- compensation wages	-	49,708
Superannuation contributions		
- elected officials	57,350	54,737
- employees	49,618	41,665
Provision for annual leave		
- elected officials	22,923	5,589
- employees	15,871	(6,704)
Provision for long service leave		
- elected officials	(5,156)	14,312
- employees	(2,636)	1,102
Provision for sick leave		
- employees	(2,205)	(10,273)
Other		
- Fringe benefit tax	5,717	5,718
- Workcover levy	8,642	230
- Payroll tax	46,794	37,104
- Superannuation insurance	-	1,564
	<u>970,592</u>	<u>896,203</u>

This statement should be read in conjunction with the attached compilation report on page 47

**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**

**DETAILED INCOME AND EXPENDITURE STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2014**

	2014 \$	2013 \$
<b>Occupancy expense:</b>		
Cleaning & waste collection	10,480	11,311
Repairs & maintenance	2,710	1,202
Rent	-	6,671
	<u>13,190</u>	<u>19,184</u>
<b>Included in other expenses</b>		
Grants & donations:		
- Grants	-	-
- Donations	-	395
Doubtful debts	78,922	7,366
Medical expenses	17,188	9,437
Refund of dues	6,430	3,427
Sundry expense	4,063	6,762
	<u>106,603</u>	<u>27,387</u>
<b>Total Operating Expenditure</b>	<u>1,841,241</u>	<u>1,673,029</u>
<b>NET(LOSS)/PROFIT/ FOR THE YEAR</b>	<u>(12,568)</u>	<u>247,660</u>

This statement should be read in conjunction with the attached compilation report on page 47

**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 2014**

**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**

The concise financial report is an extract of the full financial report for the year ended 31 March 2014.

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 the 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 the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria).

The Union will provide a copy of the full financial report for the year ended 31 March 2014, free of charge to any member who requests it.



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

**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, Postal and Telecommunications Branch (Victoria) ("the Union") the relevant Reporting Unit for the financial year ended 31 March 2014.

**Principal Activities**

The principal activities of the Union during the financial year were to represent the industrial, professional and political interests of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) workers in the State of Victoria.

**Operating Result**

The results of the principal activities of the Union during the financial year was to further the interests of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) workers through improvements in wages and conditions, health and safety, legal rights and company compliance with Australian labour standards.

The operating loss of the Union for the financial year was \$12,568 (2013: \$247,660 profit). No provision for tax was necessary as the Union is exempt from income tax.

**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**

No 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.

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ABN 30 490 675 447**

**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 4,521 (2013: 4,878)
- (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 (2013: 11).
- (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;

**Name**

Joan Doyle	Branch Secretary/ Treasurer
Ray Gorman	Branch President
Ray Zimmer	Branch Vice - President
Peter Shead	Branch Vice - President
Brendan Henley	Branch Organiser
Leroy Lazaro	Branch Organiser
Cindy Shelley	Branch Organiser
Samantha Richardson	Branch Committee of Management Member (resigned 25 September 2013)
Kristin Potamidis	Branch Committee of Management Member (appointed 23 October 2013)
Gary Price	Branch Committee of Management Member
Val Butler	Branch Committee of Management Member
Glenn Anson	Branch Committee of Management Member
Chris Punshon	Branch Committee of Management Member
Louise Whitefield	Branch Committee of Management Member
Meredith San Jose	Branch Committee of Management Member
Laural Mc Gashan	Branch Committee of Management Member
Timothy Gaunt	Branch Committee of Management Member
Wayne Redenbach	Branch Committee of Management Member
Anthony Ozella	Branch Committee of Management Member

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: Joan Veronica Doyle  
Title of Office held: Branch Secretary

Signature: *Joan V Doyle*

Dated: *29<sup>th</sup> August 2014*

Melbourne

**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 COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 MARCH 2014**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
Revenue	1,828,673	1,920,689
Administration expense	(263,206)	(254,086)
Affiliation, capitation and commission expense	(434,785)	(424,250)
Depreciation and amortization expense	(18,045)	(27,309)
Employee benefits expense	(970,592)	(896,203)
Occupancy expense	(13,190)	(19,184)
Other expense	(106,603)	(27,387)
Communication expense	(34,820)	(24,610)
<b>(Loss)/Profit before income tax expense</b>	<u>(12,568)</u>	<u>247,660</u>
Income tax expense	-	-
<b>(Loss)/Profit attributable to members</b>	<u>(12,568)</u>	<u>247,660</u>
Other comprehensive income	-	-
<b>Total comprehensive income</b>	<u>(12,568)</u>	<u>247,660</u>

**Discussion and Analysis of Statement of Comprehensive Income:**

The movement in revenue is attributed to a decrease in reimbursements from workcover of \$50,736 and the decrease in interest revenue of \$29,048.

Employee benefit expense has increased by \$74,389 due to the employment of 2 additional full time equivalent staff for the period. Other expenses have increased due to larger doubtful debt provision of \$78,922 for the 2014 financial year compared to \$7,366 in the prior financial year.

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**

**STATEMENT OF FINANCIAL POSITION  
AS AT 31 MARCH 2014**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	2,327,836	2,342,497
Trade and other receivables	16,940	14,629
Other current assets	106,757	9,617
Stock on hand	275	2,186
<b>TOTAL CURRENT ASSETS</b>	<u>2,451,808</u>	<u>2,368,929</u>
<b>NON-CURRENT ASSETS</b>		
Financial Assets	1,000	1,000
Property, plant and equipment	60,301	78,463
<b>TOTAL NON-CURRENT ASSETS</b>	<u>61,301</u>	<u>79,463</u>
<b>TOTAL ASSETS</b>	<u>2,513,109</u>	<u>2,448,392</u>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	179,788	131,300
Provisions	185,918	157,121
<b>TOTAL CURRENT LIABILITIES</b>	<u>365,706</u>	<u>288,421</u>
<b>TOTAL LIABILITIES</b>	<u>365,706</u>	<u>288,421</u>
<b>NET ASSETS</b>	<u>2,147,403</u>	<u>2,159,971</u>
<b>EQUITY</b>		
Retained profits	<u>2,147,403</u>	<u>2,159,971</u>
<b>TOTAL EQUITY</b>	<u>2,147,403</u>	<u>2,159,971</u>

**Discussion and Analysis of Statement of Financial Position**

The major change in the Statement of Financial Position can be attributed to the operating loss in the year.

The accompanying notes form part of these financial statements.

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**ABN 30 490 675 447**

**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 31 MARCH 2014**

	Retained earnings General fund \$	Retained earnings welfare fund \$	Total \$
<b>Balance at 1 April 2012</b>	1,949,868	(37,557)	1,912,311
Profit attributable to the union of the parent entity	<u>247,506</u>	<u>154</u>	<u>247,660</u>
<b>Balance at 31 March 2013</b>	2,197,374	(37,403)	2,159,971
Loss attributable to the union of the parent entity	<u>(12,568)</u>	<u>-</u>	<u>(12,568)</u>
<b>Balance at 31 March 2014</b>	<u>2,184,806</u>	<u>(37,403)</u>	<u>2,147,403</u>

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

The major change in the Statement of Changes in Equity can be attributed to the operating loss in the year.

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 2014**

	<b>2014</b>	<b>2013</b>
	<b>\$</b>	<b>\$</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Membership contributions	1,885,942	1,926,435
Interest received	95,994	107,925
Other receipts	19,565	80,359
Payments to CEPU Divisional Conference	(442,209)	(529,094)
Payments to suppliers & employees	(1,471,555)	(1,328,490)
Net cash provided by (used in) operating activities	<u>87,737</u>	<u>257,135</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchase of property, plant and equipment	(3,048)	-
Proceeds from sale of property, plant and equipment	650	-
Security deposit on purchase of property	(100,000)	-
Net cash used in investing activities	<u>(102,398)</u>	<u>-</u>
Net (decrease)/increase in cash held	(14,661)	257,135
Cash and cash equivalents at beginning of financial year	<u>2,342,497</u>	<u>2,085,362</u>
Cash and cash equivalents at end of financial year	<u>2,327,836</u>	<u>2,342,497</u>

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

A decrease in the cash balance is attributed to the loss for the financial year.

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 2014**

	2014 \$	2013 \$
<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 2014.

The accompanying notes form part of these financial statements.

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**NOTES TO THE CONCISE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**

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

The concise financial report is an extract of the full financial report for the year ended 31 March 2014. The concise financial report has been prepared in accordance with Accounting Standard AASB 1039: Concise Financial Reports and the Fair Work (Registered Organisations) Act 2009.

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 the 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.

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) complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety.

**NOTE 2: INFORMATION TO BE PROVIDED TO MEMBERS OR THE FAIR WORK COMMISSION**

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of sub-sections (1), (2) and (3) of Section 272 of the Act which read as follows:

- (1) A member of an entity, or the General Manager of Fair Work Commission, may apply to the entity for specified prescribed information in relation to the entity 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 entity.
- (3) An entity 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 2014, free of charge to any member who requests it.



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**COMMITTEE OF MANAGEMENT CERTIFICATE**

On 29 August 2014 the Committee of Management of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) ("Union/Reporting Unit") passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31 March 2014:

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 General Manager of the Fairwork Commission;
- (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 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) where the information has been sought in any request by a member of the reporting unit or the General Manager duly made under section 272 of the RO Act, that information has been provided to the member or the 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

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
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**COMMITTEE OF MANAGEMENT CERTIFICATE  
continued**

- (f) where the reporting unit has undertaken recovery of wages activity:
- (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the General Manager; and
  - (ii) the committee of management instructed the auditor to include in the scope of the audit required under subsection 257(1) of the RO Act all recovery of wages activity by the reporting unit in which revenues had been derived for the financial year in respect of such activity; and
  - (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on recovery of wages activity and the notes to the financial statements; and
  - (iv) that prior to engaging in any recovery of wages activity, the organisation has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and
  - (v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from monies recovered from employers on behalf of workers until distributions of recovered money were made to the workers.
- (g) that the Annual Financial Report be displayed on the Branch's web-site.

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

For Committee of Management:

Title of Office held: Branch Secretary

Signature: *Joan V Doyle*

Dated: *29th August 2014*

Melbourne

**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)**

**Scope**

We have audited the concise financial report of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Communications Division, Postal and Telecommunications Branch (Victoria) (the reporting unit), for the year ended 31 March 2014, as set out on pages 4 to 11 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 the 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 2014. Our audit report on the full financial report was signed 29 August 2014 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 Fair Work (Registered Organisations) Act 2009.

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 the 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, the Fair Work (Registered Organisations) Act 2009 and we believe management's use of the going concern basis of accounting in preparation of the financial statements is appropriate.



**MSI RAGG WEIR**  
Chartered Accountants



**L S WONG CA**

Partner,

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

Melbourne: 29 August 2014