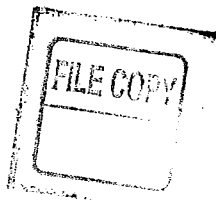




Fair Work
Australia

Mr Peter Miller
Branch Secretary, Tasmanian Communications Branch
CEPU
105 New Town Road
NEW TOWN TAS 7008



Dear Mr Miller

**Re: Lodgement of Financial Statements and Accounts –
CEPU Communications Division, Tasmanian Communications Branch –
for year ending 31 March 2009 (FR2009/222)**

I refer to the abovementioned financial statements and accounts which were lodged in the Registry on 4 September 2009.

The legislative requirements appear to have been met and accordingly the documents have been filed.

Yours sincerely,

Stephen Kellett
Statutory Services Branch

14 September 2009



COMMUNICATIONS DIVISION

Tasmanian Communications Branch

Deputy Industrial Registrar
Australian Industrial Registry
GPO Box 1232M
Hobart

2008/2009 TASMANIAN COMMUNICATIONS BRANCH AUDITED FINANCIAL STATEMENTS

Please find attached the 2008/2009 audited financial statements of the Tasmanian Communications Branch of The Communications, Electrical and Plumbing Union, in accordance with our obligations under the Workplace Relations Act 1996.

Also enclosed are copies of the relevant notices issued by the Branch in respect to the consideration of the audited statements for adoption in accordance with the prescribed arrangements.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'P. Miller'.

Peter Miller
Branch Secretary.

31 August 2009

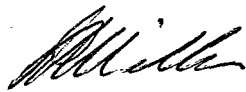
**Communications, Electrical and Plumbing Union
(CEPU)**

**Communications Division – Tasmanian
Communications Branch
Year Ended 31st March 2009**

**Lodgement of Financial Accounts for the year ended
31st March 2009**

I, Peter Miller, being the Branch Secretary of the CEPU Communications Division Tasmanian Branch for the Financial Year ending 31 March 2009 hereby certify that;

- the attached accounts are a true audited copy of the accounts, referred to in s268 of the RAO Schedule; and provided to members;
- the full report was provided to members on 30th July 2009; and
- the full report was presented to the second meeting of the Branch held on 26th August 2009, in accordance with s266 of the RAO Schedule.



Peter Miller
Branch Secretary

Date 31 August 2009

**Communications Electrical
and Plumbing Union**

Communications Division

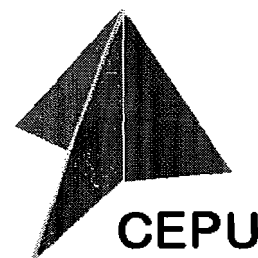
Tasmania Branch

105 New Town Road, New Town 7008

E-mail: cdtas@cepu.asn.au

Phone: (03)62280098

Fax: (03)62287557



To: All Communications Branch Members
2009

Date: 30th July

***Communications Electrical Plumbing Union
Communications Division
Postal and Telecommunications Group -
Tasmanian Branch***

***Financial Report
For the year ended 31st March 2009***

**Attached is a complete copy of the annual report and
financial statement to be put to the members at the
General Meeting on 26th August 2009 .**

*(Please note: A hard copy of the report can also be made available by
contacting the Branch Office)*

A handwritten signature in black ink, appearing to read "Peter Miller". The signature is written in a cursive style with some loops and flourishes.

**Peter Miller,
Branch Secretary**

**Tasmanian
Communications Division**



MEETING NOTICE

To: All Members

17th August 2009

ANNUAL GENERAL MEETING NOTICE

Dear Members,

This is to advise that the Annual General Meeting of the CEPU Communications Tasmanian Branch will be held:

On: Wednesday 26th August 2009

At: 105 Main Road New Town - "Willow Cottage"

Time: 5.00 p.m.

Agenda

Read and Confirm minutes

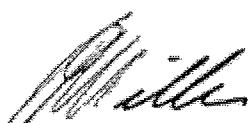
Business Arising

Reports

Auditors and Annual Finances

General Business

Regards,



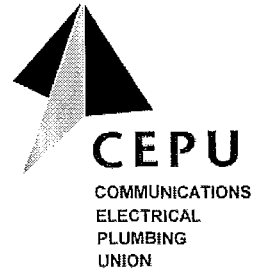
Peter Miller
Branch Secretary

**DISTRIBUTED BY THE TASMANIAN BRANCH OF CEPU AS A MEMBERSHIP
SERVICE PLEASE DISTRIBUTE AS WIDELY AS POSSIBLE**

105 New Town Road, NEW TOWN Tas 7008 - Phone 62 781277 or 62280098, Fax 62 28 7557,
P&T Branch - Peter Miller Mobile 0419 365503, E-Mail cdtas@cepu.asn.au

CEPU Communications Division

Tasmanian Branch



17th August 2009

Dear Colleague,

Tasmanian Branch Committee of Management

This is to advise that the next meeting of the Tasmanian Branch Committee of Management will be held on **Wednesday 26th August 2009** at 5.00 pm at Communications Division Office, 105 New Town Road, NEW TOWN.

AGENDA

1. Read and Confirm Minutes
2. Business Arising
3. Questions Without Discussion
4. Reports
5. Payment of Accounts
6. Correspondence
7. General Business

Regards,



Peter Miller
BRANCH SECRETARY

Communications Electrical & Plumbing Union - Communications Division – Tasmania Branch

Financial Statements

For the Year Ended 31 March 2009

Communications Electrical & Plumbing Union - Communications Division – Tasmania Branch

For the Year Ended 31 March 2009

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Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Operating Report

This Operating Report covers the activities of the Communications, Electrical and Plumbing Union (CEPU) Communications Division – Tasmania Branch for the financial year ended 31 March 2009, the result of those activities and any significant changes in the nature of those activities during the year.

Principal Activities of the Tasmanian Branch

Principle activities of the CEPU Communications Division - Tasmanian Branch during the past year fell into these following categories:

Implementation of the decisions of National Council, Divisional Conference and Divisional Executive together with decisions of the Tasmanian Branch Committee of Management.

Implementation of the union's organising agenda, visitation of work sites and meetings outside work with individual members as and when required.

Representation of individual member's grievances, advice on legal and legislative matters, workers compensation matters etc.

Training and provide assistance to Authorised Union Representative and Occupational Health and Safety Representatives as and when required.

Represent the Tasmanian membership at a National level on all matters such as EBA's, Awards, conditions of employment and changes within the Communications industry.

Represent Tasmanian members on local issues with relevant employer representatives.

Provide ongoing office based contact for members, administration of membership records, finances and correspondence.

Financial Affairs

No major asset purchases were made during the year.

Rights of Members to Resign

All members of the union have the right to resign from the Union in accordance with Rule 32 of the Union Rules, (and Section 174 of the Workplace Relations Act); namely, by providing written notice addressed and delivered to the Secretary of the relevant Branch.

Superannuation

Officers and staff chose to elect representatives to the CEPU Customsuper Policy Committee which is administered via our Divisional Office.

CEPU Super is administered by AMP in accordance with CEPU Policy.

Membership of the Branch

As at 31st March 2009 the Tasmanian Branch membership was 799 (722 financial and 77 non-financial).

Employees of the Branch

As at 31st March 2009 the Tasmanian Branch employed one full time employee (elected Branch Secretary) and full time (30 hours) Administrative industrial employee.

All employees' entitlements have been provisioned for within our accounts.

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Tasmanian Branch Committee of Management

The following persons were members of the Tasmanian Branch Committee of Management during the year ending 31st March 2009.

Position	Name	Period of Appointment
Branch President (Hon)	Barry Riseley	1/4/2008-31/3/2009
Vice President (Hon)	Malcolm Sumner	1/4/2008-31/3/2009
Vice President (Hon)	Ian Kerlake	1/4/2008-31/3/2009
Branch Secretary	Peter Miller	1/4/2008-31/3/2009
Assist Secretary (Hon)	David Moore	1/4/2008-31/3/2009
Committee Member	Greg Colbeck	1/4/2008-31/3/2009
Committee Member	Michael Graham	1/4/2008-31/3/2009
Committee Member	Belinda Gordon	1/4/2008-31/3/2009
Committee Member	Tim Hutt	1/4/2008-31/3/2009
Committee Member	Paul Bugg	1/4/2008-31/3/2009
Committee Member	Karen Bonnett	1/4/2008-31/3/2009

For Committee of Management: Peter Miller
Title of Office held: Branch Secretary

Signature:



Dated this 10 day of July 2009

Communications Electrical & Plumbing Union - Tasmania Branch

Independent Audit Report to the members of Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Report on the Financial Report

We have audited the accompanying financial report of CEPU Communications Division - Tasmanian Branch, which comprises the balance sheet as at 31 March 2009, and the income statement, statement of changes in equity and cash flow statement for the year ended that date, a summary of significant accounting policies, and other explanatory notes.

Committee's Responsibility for the Financial Report

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, 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 Branch's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Officers, 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.

Communications Electrical & Plumbing Union - Tasmania Branch

Independent Audit Report to the members of Communications Electrical & Plumbing Union –
Communications Division - Tasmania Branch


Independence

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

Auditor's Opinion

In our opinion the financial report of CEPU Communications Division - Tasmanian Branch presents fairly, in all material respects, in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of the Chapter 8 of the RAO Schedule of the Workplace Relations Act 1996, the financial position of the Communications Electrical & Plumbing Union - Tasmania Branch as at 31 March 2009, and the results of its operations and its cash flows for the year then ended.

WHK Denison Audit Partnership



Alison Flakemore
Audit Partner

Auditor Qualifications:

Bachelor of Commerce with Honours
Registered Company Auditor No. 241220
Institute of Chartered Accountants Australia Member No. 96387

Dated this *24th* day of *July* 2009.

Accountants & Auditors

WHK Denison Audit Partnership

Level 1, 142-146 Elizabeth Street Hobart Tasmania 7000
GPO Box 392 Hobart Tasmania 7001
Telephone 03 6210 2525 Facsimile 03 6210 2524
Email admin@whkdenison.com.au Web www.whkdenison.com.au
WHK Denison Audit Partnership ABN 23 701 982 945

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Auditors Independence Declaration

I declare that, to the best of my knowledge and belief, during the year ended 31 March 2009 there have been:

- (i) no contraventions of the auditor independence requirements as set out in the Australian Professional Ethical Standards in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

WHK Denison Audit Partnership



Alison Flakemore
Audit Partner

Dated this *9th* day of *July* 2009.

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Committee of Management Statement

On the *22nd* of July 2009 the Committee of Management of CEPU Communications Division - Tasmanian Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31st March 2009:

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

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a Branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a Branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
- (iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
- (v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
- (vi) No orders have been made by the Commission under section 273 of the RAO Schedule during the period.

For Committee of Management: Peter Miller
Title of Office held: Branch Secretary

Signature:



Dated this *22* day of *July* 2009

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Income Statement

For the Year Ended 31 March 2009

	Note	2009 \$	2008 \$
Income			
Member Contributions		250,981	278,643
ETU Rental		6,538	6,055
Other income		-	(377)
YRAW Levy		-	845
Interest		51,160	23,404
		<u>308,679</u>	<u>308,570</u>
Expenditure			
Accommodation expenses (rent)		2,093	1,756
Audit & accounting fees		9,917	5,900
Bad debts		-	6,214
Bank charges		846	955
Allowances - committee & delegates		1,316	2,237
Commissions paid		2,996	3,225
Computer expenses		439	-
Depreciation		6,659	10,492
Divisional office - HOD		51,039	55,579
Discounts allowed		603	1,238
Donations		200	220
Electricity and water		1,622	1,277
Fringe benefits tax		-	4,660
Industrial expenses		37,359	38,446
Insurance		6,557	7,227
Meetings		2,960	1,837
Motor vehicle expenses		5,655	4,610
Payroll tax		10,097	8,838
Petty cash expenditure		407	543
Postage		2,596	3,123
Printing and stationery		3,584	3,285
Provision for long service leave		7,051	20,888
Provision for recreational leave		(2,606)	4,949
Provision for sick Leave		4,924	(4,263)
Provision for employee redundancy		(25,723)	4,222
Repairs and maintenance		2,160	3,896
Salaries officials		95,526	90,034
Salaries other		39,424	46,429
Staff amenities		-	23
Superannuation		30,073	19,227
Sundry expenses		476	(2)

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Income Statement

For the Year Ended 31 March 2009

	2009	2008
Note	\$	\$
Telephone and fax	5,511	5,675
Training	236	512
Travel	3,119	5,244
YRAW campaign	-	136
Extra-Ordinary expenses	10,991	-
	<u>324,524</u>	<u>362,604</u>
Net Surplus/(Deficit)	(15,845)	(54,035)

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Balance Sheet

31 March 2009

	Note	2009 \$	2008 \$
ASSETS			
Current assets			
Cash and cash equivalents	2	28,940	17,842
Trade and other receivables	3	348	2,470
Investments	5	324,903	418,799
Total current assets		<u>354,191</u>	<u>439,111</u>
Non-current assets			
Property, plant and equipment	4	499,696	506,005
Total non-current assets		<u>499,696</u>	<u>506,005</u>
TOTAL ASSETS		<u>853,887</u>	<u>945,116</u>
LIABILITIES			
Current liabilities			
Trade and other payables	6	11,449	18,872
Current tax liabilities		(4,053)	522
Provisions for employee benefits - current	7	94,053	137,160
Total current liabilities		<u>101,449</u>	<u>156,554</u>
Non-current liabilities			
Provisions for employee benefits – non-current	7	5,076	25,355
Total non-current liabilities		<u>5,076</u>	<u>25,355</u>
TOTAL LIABILITIES		<u>106,525</u>	<u>181,909</u>
NET ASSETS		<u>747,362</u>	<u>763,207</u>
EQUITY			
Reserves	8	347,546	347,546
Retained earnings	1(c)	399,816	415,661
TOTAL EQUITY		<u>747,362</u>	<u>763,207</u>

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Statement of Changes in Equity

For the Year Ended 31 March 2009

EQUITY

	Note	Retained Earnings \$	Asset Revaluation Reserve \$	Total \$
Balance at 1 April 2008		415,661	347,546	763,207
Transfers from previous entities at merger		-	-	-
Net Surplus/(Deficit)		(15,845)	-	(15,845)
Transfers to and from reserves		-	-	-
Balance at 31 March 2009		399,816	347,546	747,362

EQUITY

	Note	Retained Earnings \$	Asset Revaluation Reserve \$	Total \$
Balance at 1 April 2007	1(c)	-	-	-
Transfers from previous entities at merger	1(c)	469,696	297,546	767,242
Net Surplus/(Deficit)		(54,035)	-	(54,035)
Transfers to and from reserves		-	50,000	50,000
Balance at 31 March 2008		415,661	347,546	763,207

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Cash Flow Statement

For the Year Ended 31 March 2009

	2009	2008
Note	\$	\$
Cash from operating activities:		
Receipts from customers	353,538	287,316
Payments to suppliers and employees	(393,250)	(319,282)
Interest received	51,160	34,878
Net cash provided by (used in) operating activities	9(b) (11,448)	2,912
Cash flows from investing activities:		
Purchase of Property, Plant & Equipment	(350)	(346)
Net cash provided by (used in) investing activities	(350)	(346)
Net increase (decreases) in cash held	11,098	2,566
Cash at beginning of financial year	17,842	15,726
Cash at end of financial year	9(a) 28,940	17,842

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Notes to the Financial Statements

For the Year Ended 31 March 2009

1 Accounting policies

(a) General information

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

The financial report of CEPU Communications Division - Tasmanian Branch as an individual entity complies with all Australian equivalents to International Financial Reporting Standards (AIFRS) in their entirety.

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

(b) Basis of preparation

Reporting Basis and Conventions

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

(c) Comparatives

On 1 April 2007, the Postal and Telecommunications (P&T) Branch and the Telecommunications and Services (T&S) Branch combined to become one organisation - the Tasmanian Branch of Communications Electrical & Plumbing Union (CEPU) - Communications Division. On this basis no comparatives were included in the 2008 financial report.

The combined Net Assets of T&S Branch and P&T Branch at the date of merger were \$469,696.

(d) Property, plant and equipment

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

(e) (i) Property

Freehold land and buildings are shown at their fair value (being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction), based on periodic, but at least triennial, valuations by external independent valuer, less subsequent depreciation for buildings. Valuation for the property at 105 New Town Road was undertaken by Brothers & Newton Independent Valuers and Property Consultants on the 13th June 2008.

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 less depreciation and impairment losses.

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Notes to the Financial Statements

For the Year Ended 31 March 2009

1 Accounting policies (continued)

(e) (ii) Depreciation

The depreciable amount of all fixed assets including buildings and capitalised leased assets, is depreciated on a diminishing value basis over their useful lives 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:

Class of Fixed Asset			
Motor Vehicles	22.5%	Computer Equipment	40%
Office Equipment	5 - 40%	Leasehold improvements	3%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date.

(f) 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 balance sheet.

(g) Trade and Other Receivables

The Branch considers accounts receivable to be fully collectible; accordingly, no allowance for doubtful accounts is required.

(h) Trade Payables

Trade and other payables are stated at cost, which approximates fair value due to the short term nature of these liabilities.

(i) Employee benefits

Provision is made for the Branch's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. Employee benefits payable later than one year have been measured at nominal value. Provisions have been made for employees in respect of sick leave, recreational leave, long service leave and redundancy.

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

(j) Provisions

Provisions are recognised when the Branch 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.

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Notes to the Financial Statements

For the Year Ended 31 March 2009

1 Accounting policies (continued)

(k) Revenue

Subscription income is recognised in the period to which the subscriptions relate.

Interest revenue is recognised over the period for which the funds were invested.

Rental income is recognised over the period to which the rent relates.

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

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

(l) Financial Instruments

(i) Financial assets

All investments are initially recognised at cost, being the fair value of the consideration given and the costs of acquisition.

(ii) Subject to fluctuations in interest rates - no derivative instruments

The financial risk is the risk to the CEPU Communications Division - Tasmanian Branch's earnings that arises from fluctuations in interest rates and the degree of volatility of these rates. The CEPU Communications Division - Tasmanian Branch does not use derivative instruments to reduce its exposure to interest rate fluctuations.

(iii) Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in raising funds to meet cash flow commitments associated with financial instruments. To manage this risk, the CEPU Communications Division - Tasmanian Branch maintains a portion of its invested assets in liquid assets.

(iv) Commodity price risk

The CEPU Communications Division - Tasmanian Branch's operations results in exposure to fluctuations in commodity prices. Management monitors commodity prices and initiates instruments to manage exposure to these risks when it deems appropriate. Currently, the CEPU Communications Division - Tasmanian Branch has not initiated any such instruments.

(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. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

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

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Notes to the Financial Statements

For the Year Ended 31 March 2009

1 Accounting policies (continued)

(n) Income taxes

No provision for income tax has been provided for as the Branch is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

(o) Reserves

The asset revaluation reserve arises on the revaluation of fixed assets. Where a revalued asset is sold, that portion of the asset revaluation reserve which relates to that asset, and is effectively realised, is transferred directly to retained profits.

(p) Critical Accounting Estimates and Judgments

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

Key Estimates – Impairment: The Branch assesses impairment at each reporting date by evaluating conditions specific to the B that may lead to impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. No impairment has been recognised for the year ended 30 June 2008.

(q) Notes to be provided to members or registrar

(i) A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.

(ii) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.

(iii) A reporting unit must comply with an application made under s 272(1) (2) and (3) of the RAO Schedule.

2 Cash and cash equivalents

	2009	2008
Note	\$	\$
Cash on hand	2,025	500
Cash at bank	26,915	17,342
	28,940	17,842

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Notes to the Financial Statements

For the Year Ended 31 March 2009

3 Trade and other receivables

CURRENT

Trade receivables	348	2,470
	348	2,470

a) Ageing Analysis – Trade Receivables

0-30 days	-	2,470
31-60 days	-	-
61-90 days (past due not impaired)	-	-
91+ days (past due not impaired)	348	-
	348	2,470

4 Property plant and equipment

land and buildings

Land and buildings At independent valuation	460,000	460,000
Total land and buildings	460,000	460,000

Motor vehicles

At cost	39,896	39,896
Less accumulated depreciation	(26,987)	(23,240)
Total motor vehicles	12,909	16,656

Office equipment

At cost	32,713	32,363
Less accumulated depreciation	(23,800)	(21,346)
Total office equipment	8,913	11,017

Leasehold improvements

At cost	24,161	24,161
Less accumulated depreciation	(6,287)	(5,829)
Total leasehold improvements	17,874	18,332

Total plant and equipment	26,787	46,005
Total property, plant and equipment	499,696	506,005

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Notes to the Financial Statements

For the Year Ended 31 March 2009

4 Property plant and equipment - continued

(a) Movements in Carrying Amounts

	Land	Furniture, Fixtures and Fittings	Motor Vehicles	Improvements	Total
	\$	\$	\$	\$	\$
Current Year					
Balance at the beginning of year	460,000	11,017	16,656	18,332	506,005
Additions	-	350	-	-	350
Depreciation expense	-	(2,453)	(3,748)	(458)	(6,659)
Revaluation increase recognised in equity	-	-	-	-	-
Carrying amount at the end of year	460,000	11,017	16,656	18,332	499,696

5 Investments

	Note	2009	2008
		\$	\$
Term Deposit		324,903	418,799
		324,903	418,799

6 Trade and other payables

CURRENT

Trade payables	-	6,710
Other payables	7,956	12,162
Payroll Liabilities – superannuation	3,493	-
	11,449	18,872

The average credit period on purchases is 30 Days. No interest is charged on trade payables.

7 Provisions for Employee Benefits

CURRENT

Provisions for recreational leave	22,275	29,008
Provision for sick leave	31,744	45,862
Provision for long service leave	35,495	32,028
Provision for redundancy	4,539	30,262
	94,053	137,160

1 (i)

NON-CURRENT

Provision for long service leave	5,075	25,355
	99,128	162,515

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Notes to the Financial Statements For the Year Ended 31 March 2009

8 Reserves

	2009	2008
	\$	\$
Asset revaluation reserve	<u>347,546</u>	<u>347,546</u>

9 Cash Flow Information

- (a) Cash at the end of the financial year as shown in the Cash Flow Statement is reconciled to items in the balance sheet as follows:

	2009	2009
	\$	\$
Cash and cash equivalents	28,940	17,842
	<u>28,940</u>	<u>17,842</u>

(a) Reconciliation of Cash Flow from Operations with Profit

Net income/loss for the period	(15,844)	(51,939)
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit		
Depreciation	6,659	10,492
changes in assets and liabilities, net of the effects of purchase and disposal of subsidiaries		
(Increase)/decrease in trade and term receivables	2,122	2,151
(Increase)/decrease in investment	93,896	11,474
Increase/(decrease) in trade payables and accruals	(11,998)	4,938
Increase/(decrease) in provision for employee benefits	(63,387)	25,796
	<u>11,448</u>	<u>2,912</u>

10 Financial instruments

Financial Risk Management Policies

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

The main purpose for non-derivative financial instruments is to raise finance for group operations.

The Branch does not have any derivative financial instruments at 31 March 2009.

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Notes to the Financial Statements

For the Year Ended 31 March 2009

10 Financial instruments

Financial Risk Management Policies - continued

(i) Treasury Risk Management

The Branch's committee meet on a regular basis to analyse currency and interest rate exposure and to evaluate treasury management strategies in the context of the most recent economic conditions and forecasts.

(ii) Financial Risk Exposures and Management

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

Interest rate risk

The Branch does not have any material interest rate risk. Any risk arising is managed through floating rate investments. For further details on interest rate risk refer to Note 10(iii).

Foreign Currency Risk

The Branch is not exposed to fluctuations in foreign currencies.

Liquidity Risk

The Branch manages liquidity risk by monitoring forecast cash flows and ensuring that adequate un-utilised borrowing facilities are maintained.

Credit risk

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

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

Price risk

The Branch is not exposed to any material commodity price risk.

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Notes to the Financial Statements

For the Year Ended 31 March 2009

10 Financial instruments

Financial Risk Management Policies - continued

(iii) Financial instrument composition and maturity analysis

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

	Floating Interest Rate		Non Interest Bearing		Total	
	2009	2008	2009	2008	2009	2008
	\$	\$	\$	\$	\$	\$
Financial Assets:						
Cash and cash equivalents	28,940	17,842	-	-	28,940	17,842
Receivables	348	2,470	-	-	348	2,470
Investments	-	-	324,903	418,799	324,903	418,799
Total Financial Assets	29,288	20,312	324,903	418,799	354,191	-
Financial Liabilities:						
Trade and sundry payables	-	-	11,449	18,872	11,449	18,872
Total Financial Liabilities	-	-	11,449	18,872	11,449	18,872

(ii) Sensitivity Analysis

The Branch has performed an assessment of its exposure to interest rate risk, liquidity risk and credit risk at the balance date. The Branch is not currently subject to any interest rate risk on its financial liabilities, and has assessed that there is also no exposure to liquidity risk required to meet its financial obligations. The Branch's exposure to credit risk has been assessed as not material, due to the nature, collectability and recoverability of amounts owed.

As a result of the risk assessment performed by the association, any positive or negative changes in the interest rate risk, liquidity risk or credit risk would not have a material effect on the financial statements of the Branch. Hence quantitative disclosures are not required.

11 Contingent Liabilities and Contingent Assets

There are no contingent liabilities or contingent assets as at 31st March 2009.

12 Capital and Lease Commitments

There are no capital or leasing commitments as at 31st March 2009.

13 Subsequent Events

There are no known subsequent events at the date of the financial report.

Communications Electrical & Plumbing Union – Communications Division - Tasmania Branch

Notes to the Financial Statements

For the Year Ended 31 March 2009

14 Union Details

The registered office of the Union is:
105 New Town Road
NEW TOWN TAS 7008



Australian Government
Australian Industrial Registry

16 April 2009

Mr Peter Miller
Branch Secretary
CEPU - Communications Division
Tasmanian Communications Division Branch
105 New Town Road
NEW TOWN TAS 7008

Dear Mr Miller

**Lodgement of Financial Documents for year ended 31 March 2009 [FR2009/222]
Schedule 1 of the Workplace Relations Act 1996 (RAO Schedule)**

The financial year of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia-Communications Division - Tasmanian Communications Division Branch has recently ended. This is a courtesy letter to remind you of the obligations imposed by the RAO Schedule regarding the preparation of financial accounts and statements.

As you are aware, the RAO Schedule sets out a particular chronological order in which financial documents and statements must be prepared, made available to members and presented to a meeting. All of these events must occur within particular timeframes that are also set out in the Schedule.

The following information can be found on our website at:

<http://www.airc.gov.au/registered/FR/information.htm>


- Fact sheets – these fact sheets provide information regarding financial reporting:
 - Sheet 6 – Accounting, Auditing and Reporting Obligations;
 - Sheet 7 – Information Needs of Members;
 - Sheet 8 – Financial Reporting Process and Time Limits;
 - Sheet 9 – Diagrammatic Summary of Financial Reporting Process and Time Limits; and
 - Sheet 10 – Auditors.
- Sample Documents – a sample Committee of Management Statement and Designated Officer's Certificate is available;
- RAO Schedule and RAO Regulations;
- Registrar's Reporting Guidelines – the Guidelines set out requirements that must be met in addition to those required by Australian Accounting Standards; and
- Document Checklist and Timeline Planner to assist with meeting timeframes.

A copy of the Timeline/Planner is also included with this correspondence.

The Registry strongly encourages you to lodge documents electronically by sending an email with the documents attached to RIASydney@airc.gov.au. Alternatively, you can forward the documents by fax to (02) 9380 6990.

If you need any further information or assistance, or if you do not believe that the documents will be lodged within the timeframes specified by the RAO Schedule, please contact me on (02) 8374 6507 or by email at stephen.teece@airc.gov.au.

Yours sincerely,



Steve Teece
Statutory Services Branch

TIMELINE/ PLANNER

Financial reporting period ending:	/ /
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Prepare financial statements and Operating Report.
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(a) A Committee of Management Meeting must consider the financial statements, and if satisfied, pass a resolution declaring the various matters required to be included in the Committee of Management Statement.	/ /
(b) A #Designated Officer must sign the Statement which must then be forwarded to the auditor for consideration as part of the General Purpose Financial Report (GPFR).	

As soon as practicable after end of financial year

Auditor's Report prepared and signed and given to the Reporting Unit - s257	/ /
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Within a reasonable time of having received the GPFR
(NB: Auditor's report must be dated on or after date of Committee of Management Statement)

Provide full report free of charge to members – s265 The full report includes: • the General Purpose Financial Report (which includes the Committee of Management Statement); • the Auditor's Report; and • the Operating Report.	/ /
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(a) if the report is to be presented to a General Meeting (which must be held within 6 months after the end of the financial year), the report must be provided to members 21 days before the General Meeting,
or
(b) in any other case including where the report is presented to a Committee of Management meeting*, the report must be provided to members within 5 months of end of financial year.

Present full report to:	
(a) General Meeting of Members - s266 (1),(2); OR	/ /
(b) where the rules of organisation or branch allow* - a Committee of Management meeting - s266 (3)	/ /

Within 6 months of end of financial year

Within 6 months of end of financial year

Lodge full report in the Industrial Registry, together with the #Designated Officer's certificate ⁺⁺ – s268	/ /
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Within 14 days of meeting

* the full report may only be presented to a committee of management meeting if the rules of the reporting unit provide that a percentage of members (not exceeding 5%) are able to call a general meeting to consider the full report.

The Committee of Management Statement and the Designated Officer's certificate must be signed by the Secretary or another officer who is an elected official and who is authorised under the rules (or by resolution of the organisation) to sign the statement or certificate – s243.

++ The Designated Officer's certificate must state that the documents lodged are copies of the documents provided to members and presented to a meeting in accordance with s266 – dates of such events must be included in the certificate. The certificate cannot be signed by a non-elected official.