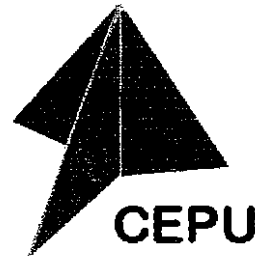


**Communications Electrical  
and Plumbing Union**  
Communications Division  
Tasmania Branch  
105 New Town Road, New Town 7008

**E-mail:** cdtas@cepu.asn.au  
**Phone:** (03) 62280098  
**Fax:** (03) 62287557



FR2002/644



Deputy Industrial Registrar  
Australian Industrial Registry  
GPO Box 1232M  
Hobart

**2001/2002 TASMANIAN T&S BRANCH AUDITED FINANCIAL  
STATEMENTS**

Please find attached the 2001/2002 audited financial reports of the  
Tasmanian T&S Branch of the Communications Electrical and Plumbing  
Union in accordance with our obligations under the Workplace Relations Act  
1996.

Yours faithfully,

Barry Riseley  
Branch Secretary  
7 November 2002

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**CERTIFICATE IN ACCORDANCE WITH SECTION 280 OF THE  
WORKPLACE RELATIONS ACT 1996**

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This is to certify that the attached documents are copies of auditors reports, accounts and statements which were presented to a properly constituted meeting of the Branch Committee of Management of the Tasmanian Branch, T&S Group, Communications Division of CEPU on 28 October 2002, that meeting being the first available opportunity for a meeting following a General Meeting called for that purpose in September 2002 having failed for lack of quorum.



Barry Riseley  
Branch Secretary  
CEPU T&S Branch  
Tasmania  
7 November 2002

## **Tasmanian Branches Communications Division**

### **T&S BRANCH BULLETIN**

To all Workcentres

### **FINANCIAL REPORTS for the year ended 31 March 2002**

Enclosed herein are the audited financial accounts of the Tasmanian T&S Branch of CEPU for the financial year ending 31 March 2002

Members are advised that the accounts will be considered, for adoption or otherwise, at a General Meeting of the Branch to be held during September 2002, and which will be the subject of separate notice.

Should there be any questions that individual members would like to raise in respect of the financial statements, the Branch Office may be contacted and we would be pleased to assist with any enquiries.

Your attention is specifically drawn to the provision detailed in "Note 2 - Information to be provided to Members or Registrar" which forms part of the financial reports provided.



Barry Riseley  
Branch Secretary  
28 August 2002

# **GEOFF SCAIFE PTY LTD**

ACN - 082 924 963

## **CERTIFIED PRACTISING ACCOUNTANT**

127 BATHURST STREET  
HOBART 7000  
TELEPHONE: (03) 62 311 033  
FACSIMILE: (03) 62 345 085  
MOBILE: 0402 867 544  
e-mail: gscaife@bigpond.com

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## **INDEPENDENT AUDIT REPORT**

### **TO THE MEMBERS**

**Communications, Electrical and Plumbing Union  
Communications Division  
Telecommunications and Services Branch - Tasmania**

### **SCOPE**

I have audited the financial statements of the Communications, Electrical and Plumbing Union - Communications Division, Telecommunications and Services Branch, Tasmania for the year ended 31 March 2002. The members of the Committee of Management are responsible for the financial statements. I have conducted an independent audit of the financial statements in order to express an opinion on them to the members of the Union

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial statements are free of misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial statements are presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements so as to present a view which is consistent with my understanding of the Branch's financial position, the results of its operations and its cash flows.

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

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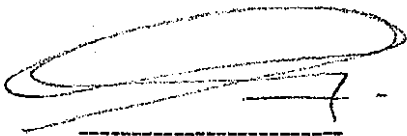
TAX AGENT

REGISTERED COMPANY AUDITOR

**AUDIT OPINION**

In my opinion :

- (1) The Organisation maintained satisfactory accounting records during the year, which detailed the source and nature of the income and expenditure, and
- (2) All information and explanations as required under subsection 276(2) was provided so as to enable the audit to be conducted, and
- (3) The attached accounts and statements, prepared under the historical cost convention, and in accordance with Section 273 of the Industrial Relations Act 1988 as amended, are properly drawn up so as to give a true and fair view of :
  - (a) The financial affairs of the branch as at 31 March 2002, and
  - (b) the income and expenditure of the branch for the year ended on that date.



**G R SCAIFE**  
Registered Company Auditor

**27 August 2002**

## COMMITTEE OF MANAGEMENT'S CERTIFICATE

We, Barry Riseley and Geoffrey Roberts, being two members of the Committee of Management of the Communications, Electrical and Plumbing Union, Communications Division, Telecommunications and Services, Tasmanian Branch, do state on behalf of the Committee of Management and in accordance with a resolution passed by the Committee that:

- 1) In the opinion of the Committee of Management, the attached accounts show a true and fair view of the financial affairs of the Branch as at 31 March 2002.
- 2) In the opinion of the Committee of Management, meetings of the Committee of Management were held during the year ended 31 March 2002, in accordance with the rules of the Organisation.
- 3) To the knowledge of any member of the committee of Management, there have been no instances where records of the Organisation or other documents (not being documents containing information made available to a member of the Organisation under Sub-section 274 (2) of the Workplace relations Act) 1996 (as amended) or copies of those records or documents, or copies of the rules of the Organisation have not been furnished, or made available to members in accordance with the requirements of the Workplace Relations Act (1996), the Regulations thereto, or the rules of the Organisation.
- 4) The Organisation has complied with Sub-sections 279(1) and (6) of the Act in relation to the financial accounts in respect of the year ended 31 March 2001, and the Auditor's report thereon.

 ..... (B. Riseley) 12 - 8 - 02 (Date)

 ..... (G. Roberts) 12 - 8 - 02 (Date)

## ACCOUNTING OFFICER'S CERTIFICATE

I, Barry Riseley, being the officer responsible for keeping the accounting records of the Communications, Electrical and Plumbing Union, Communications Division, Telecommunications and Services, Tasmanian Branch, certify that as at 31 March 2002 the number of members of the branch was **265**.

In my opinion:

The attached accounts show a true and fair view of the financial affairs of the branch as at 31 March 2002.

A record has been kept of all monies paid by, or collected from, members and all monies so paid or collected have been credited to the bank account to which those monies are to be credited, in accordance with the rules of the organisation.

Before any expenditure was incurred approval of the incurring of the expenditure was obtained in accordance with the rules of the organisation.

With regard to funds of the organisation raised by compulsory levies or voluntary contributions from members or funds other than the General funds operated in accordance with the rules, no payments were made out of any such fund for purposes other than those for which the fund operated.

No loans or other financial benefits, other than remuneration in respect of their full-time employment with the organisation were made to persons holding office in the organisation.

The register of members of the branch was maintained in accordance with the Act.

Signed

*B. L. Riseley*  
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Date

12. 08. 02  
-----

**NOTES TO AND FORMING PART OF THE  
FINANCIAL ACCOUNTS FOR THE YEAR ENDED  
31 MARCH 2001**

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

These accounts have been prepared under the historical cost convention and in accordance with the accounting standards jointly issued by the Australian Accounting Professional Bodies. In particular:-

**I. Basis of Accounting**

The accounts have not been adjusted to record either changes in the general purchasing power of the dollar or in the prices of specific assets.

**II. Valuation of Fixed Assets**

Fixed assets are valued and shown at cost less accumulated depreciation.

**III. Depreciation**

Depreciation is calculated on the diminishing value method in order to write the assets off over their estimated useful life.

**IV. Provision for Employee Benefits**

Long Service Leave is provided for non-official employees only with one or more years service. Long Service Leave for officials is provided and payable by Federal Conference. Annual Leave is provided for all employees.

**V. Income Tax**

Provision for income tax is not necessary as "Trade Unions" are exempt from income tax under Section 23(F) of the Income Tax Assessment Act.

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

In accordance with the requirements of the Industrial Relations Act 1988, the attention of members is drawn to the provision of sub-section (1), (2) and (3) of Section 274, which reads as follows:

**I. APPLICATION FOR INFORMATION**

A member of an organisation, or Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.

**II. PROVISION OF INFORMATION**

An organisation shall, on application made under sub-section (1) by a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.



CEPU - T&S Tasmania Branch  
105 New Town Road  
NEW TOWN 7008

**Balance Sheet [Last Year Analysis]**

**March 2002**

	This Year	Last Year	\$ Difference	% Difference
<b>Assets</b>				
<b>Current Assets</b>				
Petty Cash on Hand	\$200.00	\$200.00	\$0.00	0.0%
Cheque Account - Working a/c	-\$603.24	-\$5,988.40	\$5,385.16	(89.9%)
<b>ISCU</b>				
ISCU - Contingencies account	\$5,071.39	\$2,856.63	\$2,214.76	77.5%
ISCU - Special Fund	\$0.00	\$1,033.52	-\$1,033.52	(100.0%)
<b>Total ISCU</b>	<b>\$5,071.39</b>	<b>\$3,890.15</b>	<b>\$1,181.24</b>	<b>30.4%</b>
Various Debtors	\$5,502.45	\$13,553.72	-\$8,051.27	(59.4%)
<b>Fixed Assets</b>				
<b>Furniture &amp; Equipment</b>				
Furniture & Equipment (cost)	\$36,651.44	\$152,022.04	-\$115,370.60	(75.9%)
Acc Depreciation - F&E	-\$27,203.00	-\$133,497.00	\$106,294.00	(79.6%)
<b>Total Furniture &amp; Equipment</b>	<b>\$9,448.44</b>	<b>\$18,525.04</b>	<b>-\$9,076.60</b>	<b>(49.0%)</b>
<b>Motor Vehicles</b>				
Motor Vehicle (cost)	\$0.00	\$25,149.00	-\$25,149.00	(100.0%)
Acc Depreciation - M/V	\$0.00	-\$25,149.00	\$25,149.00	(100.0%)
<b>Total Motor Vehicles</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>NA</b>
<b>Total Assets</b>	<b>\$19,619.04</b>	<b>\$30,180.51</b>	<b>-\$10,561.47</b>	<b>(35.0%)</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Creditors &amp; Accruals</b>				
Creditors & Accruals	\$0.00	\$516.04	-\$516.04	(100.0%)
APSB'S Payable	\$41.80	\$0.00	\$41.80	NA
Vehicle Payments Holding	\$490.01	\$0.00	\$490.01	NA
Super Payable (BTR)	-\$40.00	\$0.00	-\$40.00	NA
<b>Total Creditors &amp; Accruals</b>	<b>\$491.81</b>	<b>\$516.04</b>	<b>-\$24.23</b>	<b>(4.7%)</b>
<b>TAX Liabilities</b>				
GST Collected	\$1,467.06	\$2,161.53	-\$694.47	(32.1%)
GST Paid	\$109.17	-\$112.61	\$221.78	(196.9%)
PAYE tax payable	\$0.00	\$1,560.00	-\$1,560.00	(100.0%)
<b>Total TAX Liabilities</b>	<b>\$1,576.23</b>	<b>\$3,608.92</b>	<b>-\$2,032.69</b>	<b>(56.3%)</b>
<b>Total Current Liabilities</b>	<b>\$2,068.04</b>	<b>\$4,124.96</b>	<b>-\$2,056.92</b>	<b>(49.9%)</b>
<b>Total Liabilities</b>	<b>\$2,068.04</b>	<b>\$4,124.96</b>	<b>-\$2,056.92</b>	<b>(49.9%)</b>
<b>Net Assets</b>	<b>\$17,551.00</b>	<b>\$26,055.55</b>	<b>-\$8,504.55</b>	<b>(32.6%)</b>
<b>Equity</b>				
Current Year Earnings	-\$8,504.55	-\$3,979.97	-\$4,524.58	113.7%
Retained Earnings	-\$19,544.45	-\$15,564.48	-\$3,979.97	25.6%
Divisional Grants (equip/veh)	\$45,600.00	\$45,600.00	\$0.00	0.0%
<b>Total Equity</b>	<b>\$17,551.00</b>	<b>\$26,055.55</b>	<b>-\$8,504.55</b>	<b>(32.6%)</b>

**CEPU - T&S Tasmania Branch**  
*105 New Town Road*  
**NEW TOWN 7008**

**Profit & Loss [With Last Year]**

**April 2001 through March 2002**

	This Year	% of Sales	Last Year	LY % of Sales
<b>Income</b>				
Members Contributions				
Members Contributions	\$70,506.54	66.2%	\$119,502.82	74.5%
Total Members Contributions	<u>\$70,506.54</u>	<u>66.2%</u>	<u>\$119,502.82</u>	<u>74.5%</u>
Interest Received	\$11.60	0.0%	\$45.87	0.0%
Sundry Collections	\$35,954.98	33.8%	\$40,783.35	25.4%
<b>Total Income</b>	<u>\$106,473.12</u>	<u>100.0%</u>	<u>\$160,332.04</u>	<u>100.0%</u>
<b>Cost of Sales</b>				
<b>Gross Profit</b>	<u>\$106,473.12</u>	<u>100.0%</u>	<u>\$160,332.04</u>	<u>100.0%</u>
<b>Expenses</b>				
Salaries & Allow - Officials	\$69,097.44	64.9%	\$65,205.17	40.7%
Salaries - Office	\$0.00	0.0%	\$52,619.36	32.8%
Accountancy & Audit Fees	\$2,500.00	2.3%	\$2,650.00	1.7%
Bank Fees & Debit Tax	\$972.26	0.9%	\$549.69	0.3%
Bookeeping Fees	\$2,840.00	2.7%	\$3,400.00	2.1%
Cleaning/Rubbish Removal	\$1,869.27	1.8%	\$2,479.17	1.5%
Dues Collection Expenses	\$232.50	0.2%	\$1,299.26	0.8%
Data Processing Stat/Maint Exp	\$0.00	0.0%	\$1,862.37	1.2%
Depreciation	\$12,271.00	11.5%	\$3,000.00	1.9%
Education Exp & Ref Books	\$0.00	0.0%	\$422.94	0.3%
Electricity & Heating	\$932.64	0.9%	\$1,049.33	0.7%
Fringe Benefits Tax	\$0.00	0.0%	\$1,246.86	0.8%
Industrial Expenses (inc TA)	\$3,354.55	3.2%	\$2,695.61	1.7%
Insurances	\$2,685.15	2.5%	\$3,289.90	2.1%
MLPMC	\$0.00	0.0%	\$50.80	0.0%
Meeting Expenses	\$287.53	0.3%	\$353.00	0.2%
National Council Dues	\$223.00	0.2%	\$0.00	0.0%
Office Building Maintenance	\$362.73	0.3%	\$3,021.09	1.9%
Postage & Freight	\$276.77	0.3%	\$574.96	0.4%
Printing, Stationery & Office	\$1,054.21	1.0%	\$2,353.15	1.5%
Rates & Land Tax	\$263.18	0.2%	\$1,304.09	0.8%
Office Services & Maintenance	\$3,462.45	3.3%	\$527.97	0.3%
Sundry Expenses	\$271.09	0.3%	\$409.15	0.3%
Subscriptions & Affil	\$1,500.00	1.4%	\$0.00	0.0%
Superannuation (Staff)	\$480.00	0.5%	\$725.32	0.5%
Telephone/Fax	\$3,724.82	3.5%	\$4,838.60	3.0%
Vehicle Expenses	\$6,317.08	5.9%	\$8,384.22	5.2%
<b>Total Expenses</b>	<u>\$114,977.67</u>	<u>108.0%</u>	<u>\$164,312.01</u>	<u>102.5%</u>
<b>Operating Profit</b>	<u>-\$8,504.55</u>	<u>(8.0%)</u>	<u>-\$3,979.97</u>	<u>(2.5%)</u>
<b>Other Income</b>				
<b>Net Profit/(Loss)</b>	<u>-\$8,504.55</u>	<u>(8.0%)</u>	<u>-\$3,979.97</u>	<u>(2.5%)</u>

### III. FUNCTION OF REGISTRAR

A Registrar may only make an application under sub-section (1) at the request of a member of the organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member.

#### **NOTE 3 - BRIAN FIELDING MEMORIAL TRUST WELFARE FUND**

Balance 1 April, 2001		295
Add: Interest Received		-
Deposits		-
		-
Less Transfer Contingencies Account	295	
Bank Fees	-	-
Shares	-	295
Balance 31 March 2002		<b><u>\$NIL</u></b>

#### **NOTE 4 - SPECIAL FUND - ISLAND STATE CREDIT UNION A/C**

Balance 1 April, 2001		1034
Add: Interest Received		2
		1036
Less Transfers to Contingencies Account	1032	
Bank Fees	4	
Industrial Meeting Expenses	-	1036
Balance 31 March, 2001		<b><u>\$NIL</u></b>



AUSTRALIAN INDUSTRIAL REGISTRY

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

Mr. Barry Riseley  
Branch Secretary  
Tasmanian Telecommunications and Services Branch  
CEPU  
GPO Box 215C  
HOBART TAS 7001

Dear Mr Riseley

**Re: Lodgment of Financial Statements for CEPU - Communications Division -  
Tasmanian Telecommunications & Services Branch for the year ended  
30 March 2002 (FR2002/644)**

Receipt is acknowledged of the above financial statements, which were lodged in the Registry on 8 November 2002.

These documents meet the requirements of the *Workplace Relations Act 1996* and have now been filed.

Yours sincerely,

Robin Godfrey  
Deputy Industrial Registrar  
NSW Registry

26 November 2002