



AUSTRALIAN INDUSTRIAL REGISTRY

Level 8, Terrace Towers
80 William Street, East Sydney, NSW 2011
Telephone: (02) 8374 6666
Fax: (02) 9360 6990

Ref: FR2003/722-[128V-ELE]

Mr Peter Tighe
Divisional Secretary
CEPU Electrical Division
Suite 701, Level 7
1 Roseberry Avenue
ROSEBERRY NSW 2018

Dear Mr Tighe

Re: Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia-Electrical Division Financial Reporting Obligations under *Workplace Relations Act 1996*

This is a courtesy letter to remind you of the financial reporting obligations of the abovenamed body under the *Workplace Relations Act 1996* ('the Act') for the financial year ended 31 December, 2003.

While the accounting, auditing and reporting obligations have changed with the introduction of the *Registration and Accountability of Organisations* Schedule (the RAO Schedule) which generally came into operation on 12 May 2003, Part IX, Division 11 of the Act continues to apply in relation to a financial year of an organisation that ends on 31 December, 2003. The corresponding obligations set out in the RAO Schedule apply to each financial year of an organisation that starts on or after 1 July 2003.

Now that the financial year for 31 December, 2003 has ended, it is timely that you put in train the various steps of the financial reporting requirements. To assist you with this process I have enclosed for your information a notice summarising these requirements including the time-scales prescribed by the legislation.

Please note that a branch of an organisation may be exempted from the accounting, auditing and reporting obligations in respect of a financial year by satisfying a Registrar that the branch did not have any financial affairs during the financial year. An application under subsection 271A(1) of the Act must be made within 90 days (unless extended by a Registrar) after the end of the financial year.

Please do not hesitate to contact me on (02) 8374 6618 if you wish to discuss the financial reporting requirements, especially if you anticipate any difficulty in meeting any step in the time-scales prescribed.

Yours sincerely

Belinda Penna

E-mail: belinda.penna@air.gov.au
9 January 2004



Ref: FR2003/722 -[128V-ELE]

Mr Peter Tighe
Divisional Secretary
CEPU Electrical Division
Suite 701, Level 7
1 Roseberry Avenue
ROSEBERY NSW 2018

Dear Mr Tighe

**Re: CEPU - Electrical Division, Divisional Office - Outstanding Financial Documents -
*Workplace Relations Act 1996***

There is no record of lodgment in the Industrial Registry of the auditor's report, accounts and statements of the abovenamed body, prepared in accordance with Part IX, Division 11 of the *Workplace Relations Act 1996* ('the Act'), for the year ended 31 December, 2003.

While the accounting, auditing and reporting obligations have changed with the introduction of the *Registration and Accountability of Organisations* Schedule (the RAO Schedule) which generally came into operation on 12 May 2003, Part IX, Division 11 of the Act continues to apply in relation to a financial year of an organisation that ends on 31 December, 2003. The corresponding obligations set out in the RAO Schedule apply to each financial year of an organisation that starts on or after 1 July 2003.

An organisation registered under the Act or a branch of such an organisation is required after the end of its financial year to prepare accounts and statements, obtain a report from the auditor, provide copies of the auditor's report, accounts and statements to its members, present the auditor's report, accounts and statements to a meeting of members or committee of management, and lodge copies in the Industrial Registry. Having in mind the time-scales allowed by the Act to complete each of these steps, lodgment of the required documents would, in the normal course, be expected before now.

Therefore, I request your written advice **by 2 November, 2004** as to when each of the following steps is expected to be completed:-

1. preparation of the accounts and statements in compliance with section 273
2. making of the audit report in compliance with section 276(4)
3. provision of copies of the auditor's report, accounts and statements to the members in compliance with sections 279(1) and (3)
4. presentation of the financial documents to a meeting of the members or the committee of management in compliance with sections 279(6) and (7) (*following provision of copies to the members as per step 3 above*)

5. lodgment of copies of the financial documents in the Industrial Registry under cover of a certificate by you in compliance with section 280(1) - such certificate should confirm that the documents so lodged are copies of the documents presented to the meeting referred to in step 4 above - the type of meeting and the date when it was held should be specified

If you wish to discuss this letter you may contact me on (02) 8374 6618. In reply please quote: **FR2003/722**.

Yours sincerely

Belinda Penna

Belinda Penna

E-mail: belinda.penna@air.gov.au

12 October, 2004



Australian Government

Australian Industrial Registry

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

Mr Peter Tighe
National Secretary
CEPU
Suite 701, Level 1
1 Roseberry Avenue
ROSEBERRY NSW 2018

Dear Mr Tighe

Various Financial Returns

I refer to previous correspondence concerning the following financial returns. I have enclosed copies of correspondence in relation to each for your information. As you will note, the first three matters relate to apparent inconsistencies between the date of the relevant auditors' reports and the date on which the Union has advised the financial accounts and auditor's report were provided to members. Your early clarification will enable the Registry to finalise these matters.

CEPU - National Office (FR2003/31) - year ending 31 March 2003

In our letter of 6 October 2004, the Registry noted the dates referred to in your letter of 17 August 2004 and sought clarification of the date of provision of the financial documents to members of the Union. The documents cannot be filed until it is clear when the Union provided members with the accounts and the auditor's report dated 11 December 2003.

Electrical Division, Southern States Divisional Branch (FR2002/845 and 846) - year ending 31 December 2002

In our letter of 6 October 2004, the Registry noted the dates referred to in your letter of 17 August 2004 and sought clarification of the date of provision of the financial documents to members of the Branch. The documents cannot be filed until it is clear when the Branch provided members with the accounts and the auditor's report dated 6 October 2003 (not 2 October 2003 as incorrectly stated in our letter).

Outstanding Financial Returns

The Registry has no record of lodgement of the following:

Electrical Division, Southern States Divisional Branch (FR2003/726) - year ending 31 December 2003.

Following its letter to the Branch of 18 October 2004, the Registry was advised by the accountant of this Branch on that the national office was arranging lodgement of these documents. Copies of the Registry's letter and the accountant's email are attached. As this return is now substantially overdue, could you please advise when the documents will be lodged in the Registry.

Electrical Division (FR2003/722) - year ending 31 December 2003

A copy of the Registry's letter of 12 October 2004 is attached. As this return is now substantially overdue, could you please advise when the documents will be lodged in the Registry.

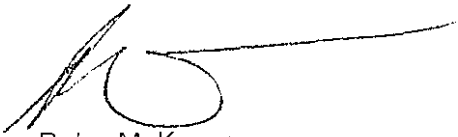
Electrical Division South Australian Divisional Branch (FR2003/725) - year ending 31
December 2003

In recent discussion with the Divisional Branch, the Registry was advised that the national office was arranging to lodge these documents. As this return is now substantially overdue, could you please advise when the documents will be lodged in the Registry.

Electrical Division, New South Wales Divisional Branch (FR2003/723) - year ending 31
December 2003

In recent discussion with the Divisional Branch, the Registry was advised that the national office was arranging to lodge these documents. As this return is now substantially overdue, could you please advise when the documents will be lodged in the Registry.

Yours sincerely

A handwritten signature in black ink, consisting of a stylized 'P' and 'M' followed by a long horizontal line extending to the right.

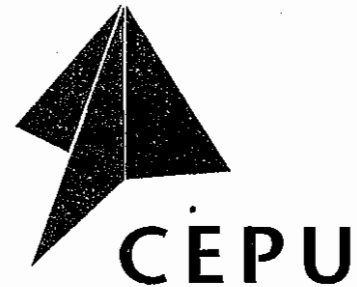
Peter McKerrow
for Deputy Industrial Registrar

11 April 2005

enc.

22 April 2005

Peter McKerrow
Australian Industrial Registry
Level 8, Terrace Towers
80 William Street
EAST SYDNEY NSW 2011



COMMUNICATIONS
ELECTRICAL
PLUMBING
UNION

RE: Various Financial Returns

Dear Peter,

I wish to respond to your correspondence dated the 11th of April 2004 regarding a number of outstanding matters associated with CEPU financial returns. I would like to deal with each issue in the order raised by the registry. The first issue you raised concerns the date of the auditors sign off the reports with respect to the CEPU national office (FR 2003/31) and the Electrical Division Southern States Branch (FR 2002/845 and 846).

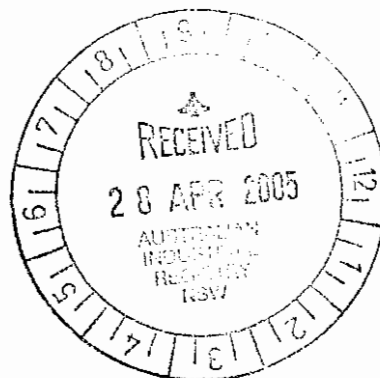
In your letter you pointed out that I had stated that both reports were circulated to members in the second week of September, which is correct. You ask how this can be reconciled with the fact that the auditor signed off the statements after this date. This is not unusual as the custom has been on occasion to circulate the final financial report endorsed by the Committee of Management but unsigned. The second meeting of the Committee of Management authorises the final signing off of the reports, this often means that the Officers and auditor formally sign off at approximately the same time.

With respect to the outstanding financial statements for the Electrical Division (FR 2003/726), the Electrical Division Southern States Branch (FR2003/722), the Electrical Division South Australian Branch (FR2003/725) and the Electrical Division New South Wales Branch (FR 2003/723) for the year ending 31 December 2003, I attached those returns and a Secretary Certificate outlining the process under the Act prior to the introductions of the new amendments. You will note that the South Australian Branch circulation of the financial statements was delayed past the 56 day period because of a need to meet national circulation requirements of our news magazine, please accept my unions apology for this technical breach of the previous act.

Hopefully this response addresses all the issues raised in your correspondence.

Yours faithfully,

Peter Tighe
NATIONAL SECRETARY



NATIONAL
OFFICE

Peter Tighe
National Secretary

Brian Baulk
National President

Suite 701, Level 7
1 Rosebery Avenue
Rosebery
NSW 2018

Ph: (02) 9663 3699
Fax: (02) 9663 5599

Email:
edno@nat.cepu.asn.au

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

SECRETARY'S CERTIFICATE

CEPU ELECTRICAL DIVISION NATIONAL OFFICE FINANCIAL STATEMENTS

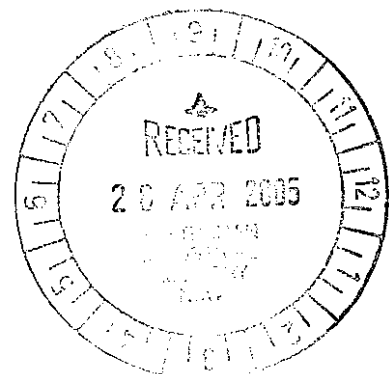
FOR YEAR ENDING 31 DECEMBER 2003

I, Peter Tighe, Divisional Secretary of the Electrical Division of the Communications, Electrical and Plumbing Union (CEPU) certify that:

- That the Divisional Committee of Management of the Electrical Division of the CEPU received the attached financial statements prepared pursuant to Section 273 (of the Act prior to amendment) in the first week of August 2004.
- That the Electrical Division and the Divisional Branches detailed above circulated to their members the attached financial statements pursuant to Section 279 (of the Act prior to amendment) in the first week of September.
- That the Committees of Management of the Electrical Division and the Divisional Branches detailed above following the circulation to its members endorsed the financial statements pursuant to Section 279(6) (of the Act prior to amendment) in the first week of October.



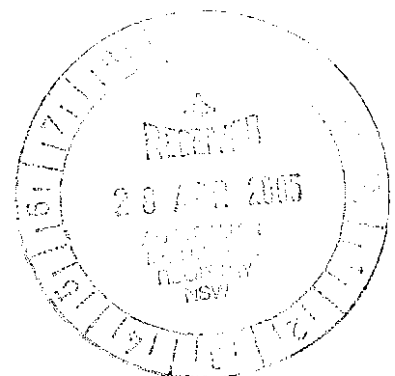
Peter Tighe
DIVISIONAL SECRETARY



**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION
POSTAL PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA -
ELECTRICAL DIVISION**

ABN 60 429 406 804

**FINANCIAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2003**



**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION**

ABN 60 429 406 804

TABLE OF CONTENTS

Committee of Management's Certificate	1
Financial Report	
Statement of Financial Performance	2
Statement of Financial Position	3
Statement of Cash Flows	4
Notes to the Financial Statements	5 - 11
Accounting Officer's Certificate	12
Independent Audit Report	13 - 14
Additional Information	15 - 16

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION**

ABN 60 429 406 804

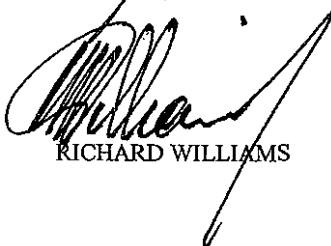
COMMITTEE OF MANAGEMENT'S CERTIFICATE

We BERNIE RIORDAN, and RICHARD WILLIAMS, being two members of the Committee of Management of the Communications Electrical Electronic Energy Information Postal Plumbing and Allied Services Union of Australia – Electrical Division do state on behalf of the Committee and in accordance with a resolution passed by the Committee that:

- i. In the opinion of the Committee of Management, the attached financial statements show a true and fair view of the financial affairs of the Union as at 31 December 2003.
- ii. In the opinion of the Committee of Management, meetings of the Committee were held during the year ended 31 December 2003, in accordance with the rules of the Union.
- iii. To the knowledge of any member of the Committee, there have been no instances where records of the Union or other documents (not being documents containing information made available to a member of the Union under Sub-Section 274 (2) of the Workplace Relations Act 1999, or copies of these records or documents, or copies of the Union), have not been furnished, or made available to members in accordance with the requirements of the Workplace Relations Act, 1999, the Regulations thereto, or the rules of the Union.
- iv. The Union has complied with Sub-Sections 279 (1) and (6) of the Act in relation to the financial statements in respect of the year ended 31 December 2003, and the Auditors' report thereon.



DEAN MIGHELL



RICHARD WILLIAMS

Dated this 2 day of AUGUST 2004

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION**

ABN 60 429 406 804

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 DECEMBER 2003**

	Notes	2003	2002
		\$	\$
Revenue from ordinary activities	2	1,928,118	1,763,330
Employee benefits expense		(742,684)	(658,718)
Depreciation and amortisation expenses	3	(56,808)	(33,986)
Other expenses from ordinary activities		(1,005,389)	300,148
Borrowing costs expense	3	<u>(54)</u>	<u>(28,684)</u>
Profit from ordinary activities before income tax expense (income tax revenue)		123,183	1,342,090
Income tax revenue (income tax expense) relating to ordinary activities		<u>-</u>	<u>-</u>
Profit from ordinary activities after related income tax expense (income tax revenue)	3, 11	123,183	1,342,090
Total changes in equity other than those resulting from transactions with owners as owners	11	<u>123,183</u>	<u>1,342,090</u>

The accompanying notes form part of these financial statements.

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION**

ABN 60 429 406 804

**STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2003**

	Notes	2003 \$	2002 \$
CURRENT ASSETS			
Cash assets	4	1,539,860	1,486,993
Receivables	5	1,064,073	1,067,170
Other	6	<u>59,891</u>	<u>81,837</u>
TOTAL CURRENT ASSETS		<u>2,663,824</u>	<u>2,636,000</u>
NON-CURRENT ASSETS			
Receivables	5	375,000	375,000
Property, plant and equipment	7	<u>222,097</u>	<u>238,661</u>
TOTAL NON-CURRENT ASSETS		<u>597,097</u>	<u>613,661</u>
TOTAL ASSETS		<u>3,260,921</u>	<u>3,249,661</u>
CURRENT LIABILITIES			
Payables	8	131,406	259,744
Interest-bearing liabilities	9	311,925	311,925
Provisions	10	<u>450,884</u>	<u>434,468</u>
TOTAL CURRENT LIABILITIES		<u>894,215</u>	<u>1,006,137</u>
TOTAL LIABILITIES		<u>894,215</u>	<u>1,006,137</u>
NET ASSETS		<u><u>2,366,706</u></u>	<u><u>2,243,524</u></u>
EQUITY			
Reserves	12	53,825	53,825
Retained profits	13	<u>2,312,882</u>	<u>2,189,699</u>
TOTAL EQUITY	11	<u><u>2,366,707</u></u>	<u><u>2,243,524</u></u>

The accompanying notes form part of these financial statements.

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION**

ABN 60 429 406 804

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2003**

	Notes	2003 \$	2002 \$
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from customers		1,709,250	1,417,229
Operating grant receipts		74,885	76,891
Donations received		120,000	30,000
Receipts from sale of publications		-	191,116
Payments to suppliers and employees		(1,867,980)	(1,987,701)
Interest received		67,681	48,093
Borrowing costs		<u>(54)</u>	<u>(28,684)</u>
Net cash provided by/(used in) operating activities	16 (b)	<u>103,782</u>	<u>(253,056)</u>
 CASH FLOW FROM INVESTING ACTIVITIES			
Proceeds from sale of property, plant and equipment		32,636	1,154,682
Payment for property, plant and equipment		<u>(83,552)</u>	<u>-</u>
Net cash provided by/(used in) investing activities		<u>(50,916)</u>	<u>1,154,682</u>
Net increase in cash held		52,866	901,626
Cash at beginning of financial year		<u>1,486,994</u>	<u>585,368</u>
Cash at end of financial year	16 (a)	<u>1,539,860</u>	<u>1,486,994</u>

The accompanying notes form part of these financial statements.

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION
ABN 60 429 406 804**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2003**

Note	2003 \$	2002 \$
------	------------	------------

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared in accordance with applicable Accounting Standards, other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) and the Workplace Relations Act, 1996. The financial statements have also been prepared on the basis of historical costs and do not take into account changing money values, or except where stated, current valuations of non-current assets. The accounting policies have been consistently applied, unless otherwise stated.

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

(a) Plant and Equipment

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

Plant and equipment

Plant and equipment is measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by the director 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 not been discounted to present values in determining recoverable amounts.

Depreciation

The depreciable amount of all fixed assets including buildings and capitalised leased assets, but excluding freehold land, are depreciated over their estimated useful lives to the company commencing from the time the asset is held ready for use. Properties held for investment purposes are not subject to a depreciation charge. Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

(b) Leases

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, are transferred to the company are classified as finance leases. Finance leases are capitalised, recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual values. Leased assets are depreciated on a straight line basis over their estimated useful lives where it is likely that the company will obtain ownership of the asset, or over the term of the lease. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

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

Lease incentives received under operating leases are recognised as a liability. Lease payments received reduced the liability.

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION
ABN 60 429 406 804**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2003**

Note	2003 \$	2002 \$
------	------------	------------

(c) Employee Benefits

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

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

(d) Cash

For the purposes of the Statement of Cash Flows, cash includes cash on hand and at call deposits with banks or financial institutions, investments in money market instruments maturing within less than two months and net of bank overdrafts.

(e) Revenue

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

Other revenue is recognised when the right to receive the revenue has been established.

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

Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax, except;

- i) where the amount of GST incurred is not recoverable from the Australian Taxation Office, it is then recognised as part of the cost of acquisition of an asset or as part of an item of expenses.
- ii) Receivables and payables are stated with the amount of GST included.

NOTE 2: REVENUE

Operating activities

- interest	2(a)	67,681	48,093
- member subscriptions		34,531	4,222
- other revenue		<u>1,825,906</u>	<u>1,711,015</u>
		<u>1,928,118</u>	<u>1,763,330</u>
 (a) Interest from:			
- other persons		<u>67,681</u>	<u>48,093</u>

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION
ABN 60 429 406 804**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2003**

	Note	2003 \$	2002 \$
NOTE 3: PROFIT FROM ORDINARY ACTIVITIES			
Profit (losses) from ordinary activities before income tax expenses (income tax revenue) has been determined after:			
(a) Expenses:			
Borrowing costs:			
- other persons		<u>54</u>	<u>28,684</u>
Depreciation of non-current assets			
- Motor vehicles		11,211	10,546
- Office Equipment		22,166	14,955
- Other capital assets		<u>8,886</u>	<u>-</u>
Total Depreciation		42,263	25,501
Amortisation of non-current assets:			
- leasehold improvements		<u>14,545</u>	<u>8,485</u>
Remuneration of the auditors for:			
- audit or review services		<u>10,625</u>	<u>15,785</u>
(b) Revenue and Net Gains			
Net gain on disposal of non-current assets			
- property, plant and equipment		<u>(10,674)</u>	<u>1,154,682</u>
NOTE 4: CASH ASSETS			
Cash on hand		216	400
Cash at bank		<u>1,539,644</u>	<u>1,486,593</u>
		<u>1,539,860</u>	<u>1,486,993</u>
NOTE 5: RECEIVABLES			
CURRENT			
Trade debtors		<u>1,064,073</u>	<u>1,067,170</u>
NON-CURRENT			
Other debtors		<u>375,000</u>	<u>375,000</u>

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION
ABN 60 429 406 804**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2003**

	Note	2003 \$	2002 \$
NOTE 6: OTHER ASSETS			
CURRENT			
Prepayments		59,063	76,690
Other current assets		<u>828</u>	<u>5,147</u>
		<u><u>59,891</u></u>	<u><u>81,837</u></u>
 NOTE 7: PROPERTY, PLANT AND EQUIPMENT			
LEASEHOLD IMPROVEMENTS			
At cost		72,727	72,727
Less accumulated amortisation		<u>(23,030)</u>	<u>(8,485)</u>
		<u>49,697</u>	<u>64,242</u>
Total land and buildings		<u><u>49,697</u></u>	<u><u>64,242</u></u>
 PLANT AND EQUIPMENT			
(a) Motor vehicles			
At cost		91,982	93,262
Less accumulated depreciation		<u>(6,928)</u>	<u>(15,495)</u>
		<u>85,054</u>	<u>77,767</u>
 (b) Furniture, fixtures and fittings			
At cost		109,256	107,837
Less accumulated depreciation		<u>(69,138)</u>	<u>(67,299)</u>
		<u>40,118</u>	<u>40,538</u>
 (c) Other capital assets			
At cost		117,311	117,311
Less accumulated depreciation		<u>(70,083)</u>	<u>(61,197)</u>
		<u>47,228</u>	<u>56,114</u>
Total plant and equipment		<u><u>172,400</u></u>	<u><u>174,419</u></u>
Total property, plant and equipment		<u><u><u>222,097</u></u></u>	<u><u><u>238,661</u></u></u>
 NOTE 8: PAYABLES			
CURRENT			
Unsecured liabilities			
Trade creditors		84,892	213,809
Sundry creditors and accruals		<u>46,514</u>	<u>45,935</u>
		<u><u>131,406</u></u>	<u><u>259,744</u></u>

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION
ABN 60 429 406 804**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2003**

	Note	2003 \$	2002 \$
NOTE 9: OTHER LIABILITIES			
CURRENT			
Unsecured liabilities			
Other unsecured current interest bearing liabilities		<u>311,925</u>	<u>311,925</u>
NOTE 10: PROVISIONS			
CURRENT			
Employee benefits	(a)	<u>450,884</u>	<u>434,468</u>
(a) Aggregate employee benefits liability		<u>450,884</u>	<u>434,468</u>
NOTE 11: EQUITY			
Total equity at the beginning of the financial year		2,243,524	901,434
Total changes in equity recognised in the statement of financial performance		<u>123,183</u>	<u>1,342,090</u>
Total equity at the reporting date		<u>2,366,707</u>	<u>2,243,524</u>
NOTE 12: RESERVES			
Asset revaluation reserve		<u>53,825</u>	<u>53,825</u>
NOTE 13: RETAINED PROFITS			
Retained profits at the beginning of the financial year		2,189,699	847,609
Net profit (loss) attributable to members of the entity		<u>123,183</u>	<u>1,342,090</u>
Retained profits at the end of the financial year		<u>2,312,882</u>	<u>2,189,699</u>
NOTE 14: CAPITAL AND LEASING COMMITMENTS			
(a) Operating lease commitments			
Non-cancellable operating leases contracted for but not capitalised in the financial statements:			
Payable			
- not later than one year		69,160	68,273
- later than one year and not later than five years		20,172	68,273
- later than five years		<u>-</u>	<u>26,707</u>
		<u>89,332</u>	<u>163,253</u>

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION
ABN 60 429 406 804**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2003**

Note	2003 \$	2002 \$
------	------------	------------

NOTE 15: RELATED PARTY TRANSACTIONS

(a) The names of the people who held positions as Executive members during the year are :

Bernard Riordan	Divisional President
Dean Mighell	Divisional Vice President
Peter Tighe	Divisional Secretary
Richard Williams	Divisional Vice President
James MacFadyen	NSW Branch President
Neville Betts	NSW Branch Assistant Secretary
Robert Geraghty	SA Branch Secretary
Les McLaughlan	WA Branch Organiser
John Doran	Southern States Branch President
Howard Worthing	Southern States Branch Organiser

The names of the people who held positions as Council members during the year are:

Bernard Riordan	Divisional President
Dean Mighell	Divisional Vice President
Peter Tighe	Divisional Secretary
Richard Williams	Divisional Vice President
James MacFadyen	NSW Branch President
Neville Betts	NSW Branch Assistant Secretary
Kevin Harkins	Branch Assistant Secretary
John Doran	Southern States Branch President
Howard Worthing	Southern States Branch Organiser
Gordon Abbot	QLD Branch President
Stephen List	QLD Branch
Scott Wilson	QLD Branch
Robert Geraghty	SA Branch Secretary
Robert Donnelly	SA Branch Organiser
Tony Elkins	SA Branch
Joe Fiala	WA Branch Organiser
Robert Manhood	WA Branch President
Les McLaughlan	WA Branch Organiser
Michael Brian	NSW Branch

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION
ABN 60 429 406 804**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2003**

	Note	2003 \$	2002 \$
NOTE 16: CASH FLOW INFORMATION			
(a) Reconciliation of cash			
Cash at the end of the financial year as shown in the statement of Cash			
Flows is reconciled to the related items in the statement of financial position			
as follows:			
Cash on hand		216	400
Cash at bank		<u>1,539,644</u>	<u>1,486,593</u>
		<u>1,539,860</u>	<u>1,486,993</u>
 (b) Reconciliation of cash flow from operations with profit from ordinary activities after income tax			
Profit from ordinary activities after income tax		123,183	1,342,090
Non-cash flows in profit from ordinary activities			
Amortisation		14,545	8,485
Depreciation		42,263	25,501
Charges to provisions		-	6,324
Net (gain) / loss on disposal of property, plant and equipment		10,670	-
Changes in assets and liabilities			
(Increase)/decrease in receivables		3,097	(806,026)
(Increase)/decrease in other assets		21,946	(13,106)
Decrease in payables		(128,338)	(790,417)
increase/(decrease) in provisions		<u>16,416</u>	<u>(25,907)</u>
Cash flows from operations		<u>103,782</u>	<u>(253,056)</u>

NOTE 17: COMPANY DETAILS

The registered office of the company is:

Communication Electrical Electronic Energy Information Postal Plumbing
and Allied Services Union of Australia - Electrical Division

Level 7, 1 Rosebery Avenue

ROSEBERY NSW 2018

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION**

ABN 60 429 406 804

ACCOUNTING OFFICER'S CERTIFICATE

I, **PETER ANTHONY TIGHE**, being the Officer responsible for keeping the accounting records of the Communication Electrical Electronic Energy Information Postal Plumbing and Allied Services Union of Australia – Electrical Division, certify that as at 31 December 2003, the number of members of the Division was 61,107.

In my opinion:

- i. The attached financial statements show a true and fair view of the financial affairs of the Union as at 31 December 2003.
- ii. A record has been kept of all moneys paid by, or collected from, members and moneys so paid or collected have been credited to the bank account to which those moneys are to be credited, in accordance with the rules of the Union.
- iii. Before any expenditure was incurred by the Union, approval of the incurring of the expenditure was obtained in accordance with the rules of the Union.
- iv. With regard to funds of the Union raised by compulsory levies or voluntary contributions from members, or funds other than the general fund operated in accordance with the rules, no payments were made out of any such fund for purposes other than those for which the fund was operated.
- v. No loans or other financial benefits, other than remuneration in respect to their full time employments with the Union, were made to persons holding office in the Union.
- vi. The registrar of members of the Union was maintained in accordance with the Workplace Relations Act, 1996.



PETER ANTHONY TIGHE

Dated this 2 day of Aug 2004

COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION
ABN 60 429 406 804

INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION

Scope

We have audited the financial statements comprising the Income and Expenditure Account, Balance Sheet, Statement of Cash Flows and Notes to the financial statements of the Communication Electrical Electronic Energy Information Postal Plumbing and Allied Services Union of Australia - Electrical Division for the year ended 31 December 2003. The Union's Committee of Management and Accounting Officer are responsible for the preparation and presentation of the financial accounts and the information they contain. We have conducted an independent audit of these financial accounts in order to express an opinion on them to the member of the Union.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial accounts are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial accounts, and the evaluation of accounting policies and significant accounting policies. These procedures have been undertaken to form an opinion whether, in all material respects, the financial accounts are presented fairly in accordance with applicable accounting standards, other mandatory professional reporting requirements (urgent Issues Group Consensus Views) and statutory requirements so as to present a view of the Communications, Electrical, Electronic Energy Information, Postal Plumbing and Allied Services Union of Australia - Electrical Division which is consistent with our understanding of its financial position and the results of its operations.

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

Audit Opinion

In our opinion:

a satisfactory accounting records were kept by the Union in respect of the year ended 31 December 2003, including:

- i records of the sources and nature of the income of the Union (including income from members); and
- ii records of the nature and purposes of expenditure of the Union; and

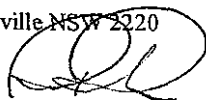
b the financial statements and other statements required to be prepared under sec 273 of the Workplace Relations Act 1996 have been properly drawn up so as to give a true and fair view of:

- i the financial affairs of the Union as at 31 December 2003; and
- ii the income and expenditure, and surplus, of the Union for the year ended on that date; and

c the financial statements have been prepared in accordance with applicable Accounting Standards and other mandatory professional reporting requirements.

We have obtained all the information and explanations we require from the officers and employees of the Union, which were necessary for the purposes of our audit, and there were no deficiencies, failures or shortcomings in relation to the matters referred to above.

Pinker Arnold & McLoughlin
Suite 1, Level 2
420 Forest Road
Hurstville NSW 2220



Richard Charles Pinker

Partner

2 AUGUST 2004

Sydney NSW 2000

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION**

ABN 60 429 406 804

**DISCLAIMER TO THE MEMBERS OF
COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION**

The additional financial data presented on pages 15 - 16 is in accordance with the books and records of the union which have been subjected to the auditing procedures applied in our statutory audit of the company for the financial year ended 31 December 2003. It will be appreciated that our statutory audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data and we give no warranty of accuracy or reliability in respect of the data provided. Neither the firm nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person (other than Communication Electrical Electronic Energy Information Postal Plumbing and Allied Services Union of Australia - Electrical Division) in respect of such data, including any errors of omissions therein however caused.

Pinker Arnold & McLoughlin
Suite 1, Level 2
420 Forest Road
Hurstville NSW 2220



Richard Charles Pinker
Partner

2 AUGUST 2004
Sydney NSW 2000

**COMMUNICATION ELECTRICAL ELECTRONIC ENERGY INFORMATION POSTAL PLUMBING AND
ALLIED SERVICES UNION OF AUSTRALIA - ELECTRICAL DIVISION
ABN 60 429 406 804**

PRIVATE INFORMATION FOR THE DIRECTOR ON THE 2003 FINANCIAL STATEMENTS

**DETAILED PROFIT AND LOSS
FOR THE YEAR ENDED 31 DECEMBER 2003**

	2003 \$	2002 \$
INCOME		
Interest	67,681	48,093
Sustentation fees	1,511,184	1,447,229
ETU News	74,885	76,891
Branch Income (Reimbursements)	34,531	4,222
Other income	<u>229,163</u>	<u>1,341,577</u>
TOTAL INCOME	1,917,444	2,918,012
LESS EXPENSES		
Affiliation fees	163,837	151,260
Amortisation	14,545	8,485
Audit fees	10,625	15,785
Bank charges	1,388	3,037
Branch Subsidy - NT	18,182	20,000
Connect Field Officer expense	89,321	21,292
Computer expenses	16,073	18,890
CEPU Promotional expense	918	2,154
Delivery costs	2,741	1,217
Depreciation	42,263	25,501
Donations	2,580	-
Entertainment expenses	3,277	2,961
ETU News	74,885	76,891
Fringe benefits	7,342	(21,354)
General expenses	2,640	8,692
Hire of plant and equipment	4,850	4,917
Holiday pay	27,317	8,531
Insurance	14,875	10,463
Interest paid	54	28,684
Legal costs	34,846	24,893
Long service leave	29,062	12,214
Meeting & Conference expenses	50,782	52,713
Motor vehicle expenses	7,695	4,541
Payroll tax	56,847	46,469
Postage	3,509	2,200

These financial statements should be read in conjunction with the attached Disclaimer.

PRIVATE INFORMATION FOR THE DIRECTOR ON THE 2003 FINANCIAL STATEMENTS

**DETAILED PROFIT AND LOSS
FOR THE YEAR ENDED 31 DECEMBER 2003**

Expenses carried forward	680,454	530,436
Printing and stationery	17,852	21,700
Rates and taxes	10,871	5,042
Retirement Allowance	19,642	3,000
Rent	107,043	36,902
Repairs and maintenance	2,220	19,047
Salaries and wages	587,607	574,384
Staff training and welfare	17,664	21,559
Subscriptions	35,834	25,032
Superannuation	91,356	84,943
Telephone	24,095	29,783
Travelling expenses	114,069	118,017
Training Officer - John Maraz	85,554	106,077
TOTAL EXPENSES	<u>1,794,261</u>	<u>1,575,922</u>
OPERATING PROFIT/(LOSS)	<u>123,183</u>	<u>1,342,090</u>

These financial statements should be read in conjunction with the attached Disclaimer.



Australian Government
Australian Industrial Registry

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

Mr Peter Tighe
National Secretary
CEPU Electrical Division
Suite 701, Level 7
1 Rosebery Avenue
ROSEBERY NSW 2018

Dear Mr Tighe

Re: Lodgement of Financial Statements and Accounts for the Electrical Division for the year ending 31 December 2003 (FR2003/722)

Receipt is acknowledged of the abovementioned financial documents, which were lodged in the Registry on 28 April 2005.

Before the documents can be filed some further information is required.

Salaries and Wages

I note that the Detailed Profit and Loss Statement identifies a single amount of \$587,607 as Salaries and Wages. Regulation 107(xiv) and (xv) of the Workplace Relations Regulations state that an organisation is required to set out the total amount paid as remuneration to holders of offices, and the total amount paid as remuneration to employees of the organisation as two separate amounts. Please lodge a statement in the Registry providing this information.

Loans Grants and Donations

The Detailed Profit and Loss Statement identifies an amount of \$2,580 as Donations.

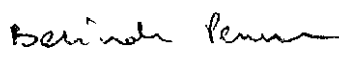
Section 269 of the *Workplace Relations Act 1996* requires that a statement be lodged in the Registry showing particulars of each donation of an amount exceeding \$1,000 that was made by your organisation during the financial year.

The relevant particulars required about each of these donations are:

- the amount of each donation
- the purpose for which each donation was made
- the name and address of the person to whom each amount was paid (except in cases of donations made of relieve members of sever financial hardship).

If you have made any individual donations which exceed \$1000, please lodge a separate statement setting out the particulars, as the statement will be held in a file which is not for public viewing other than by members of your organisation.

Yours sincerely,


Belinda Penna
for Deputy Industrial Registrar

5 May 2005

6/9/05 - copy of letter
forwarded to Division for its
response.
P. McKeenan



AUSTRALIAN INDUSTRIAL RELATIONS COMMISSION

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

FACSIMILE

TO	Attention Carla		
Organisation	CEPU - Electrical Division		
Fax Number	(02) 9663 5599	Phone Number	(02) 9663 3699
FROM	Peter McKerrow		
Location	NSW Registry		
Fax Number	(02) 9380 6990	Phone Number	(02) 8374 6509
No of Pages (including cover)	2	Date	6/09/2005
Please notify sender if not all pages were received.		Time	3:29 PM

Any information about individuals contained in this fax is **CONFIDENTIAL** and may **NOT** be used or disclosed further. If you are **NOT** the intended recipient, please contact the sender **IMMEDIATELY**.

MESSAGE:

As per our telephone conversation of 6 September 2005 copy of letter follows:

KELLETT, Stephen

From: KELLETT, Stephen
Sent: Thursday, 17 November 2005 7:36 PM
To: 'edno@nat.cepu.asn.au'
Subject: Attention Peter Tighe - Financial return Electrical Division year 31 December 2003

Dear Peter

I am writing to follow-up an outstanding issue for the above return. I appreciate the constraints on your time but the Registry is keen to finalise as many of the Division's outstanding financial matters as possible before busy mid-December period.

What is holding up our filing of the documents is simply a letter declaring a total for the salaries and wages for the Division's *officeholders* and a separate total for the salaries and wages for the Division's *employees*. In her letter dated 5 May 2005 Ms Belinda Penna mentioned that the figure provided in the Profit and Loss Statement was a combined total – which did not comply with the regulations.

As soon as we receive this information we will file the return.

I hope you can get back to me soon. I look forward to hearing from you.

Regards

Stephen Kellett
Assistant Manager, Australian Industrial Registry. (02) 8374 6509

PS – Belinda also mentioned in her letter that if the total indicated for Donations of \$2,580 included any individual donation of more than \$1,000, then a statement under s269 of the former Act was required. If you do not lodge such a statement, the Registry will assume that one was not necessary.

29 November 2005

Stephen Kellet
Assistant Manager
Australian Industrial Registry
Level 8, Terrace Towers
80 William Street
East Sydney NSW 2011

Financial Return Electrical Division year ending 31 December 2003

Dear Stephen,

My apologies in responding to your correspondence earlier.

In relation to the above-mentioned financial statements, I wish to advise that the Division's salaries and wages figures of \$587,607 is made up of \$177,388 being for officeholders and \$410,219 for employees.

Further, the figure for Donations of \$2,580 does not include individual donations of more than \$1,000.

Should you require further information, please contact

Yours faithfully,



Peter Tighe
DIVISIONAL SECRETARY

ETU

Electrical Trades Union

THE ELECTRICAL DIVISION
of the Communications, Electrical,
Electronic, Energy, Information,
Postal, Plumbing and Allied
Services Union of Australia (CEPU)

Peter Tighe
Divisional Secretary

John Ingram
Assistant Secretary

Suite 701, Level 7
1 Rosebery Avenue
Rosebery NSW 2018

Ph: (02) 9663 3699
Fax: (02) 9663 5599

Email:
edno@nat.cepu.asn.au

Website:
www.cepu-electrical.asn.au



Australian Government
Australian Industrial Registry

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

Mr Peter Tighe
Divisional Secretary
CEPU Electrical Division
Suite 701, Level 7
1 Rosebery Avenue
ROSEBERY NSW 2018

Dear Mr Tighe

**Financial Statements and Accounts for the CEPU Electrical Division, Divisional Office
for the year ending 31 December 2003 (FR2003/722)**

I refer to your letter dated 29 November 2005, in which you provided details of the salaries and wages for the officeholders and employees of the Electrical Division office.

Following the receipt of this information the financial documents have now been filed, and may be viewed on the internet at www.e-airc.gov.au/128vele/financial.

Yours sincerely,

A handwritten signature in cursive script that reads 'Belinda Penna'.

Belinda Penna
for Deputy Industrial Registrar

9 December 2005