



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

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

**Ref: FR2007/579-[128V-QLD]**

Mr Richard L Williams  
Branch Secretary  
CEPU - Electrical, Energy and Services Division -  
Queensland Divisional Branch  
41 Peel Street  
SOUTH BRISBANE QLD 4101

Dear Mr Williams

**Financial Return - year ending 31 December, 2007**

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

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

**Information on AIRC Website**

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

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

**Reporting Unit**

Under the provisions of the Registration and Accountability of Organisations Schedule (RAO), Schedule 1 of the *Workplace Relations Act 1996*, reporting entities are known as "*reporting units*". Where an organisation is **not** divided into branches the reporting unit is the whole of the organisation. Where an organisation **is** divided into branches each branch will be a reporting unit unless the Industrial Registrar has determined a division of the organisation into reporting units on an alternative basis. We can discuss this with you if you need more information.

For simplicity, we will use the term "reporting unit" in this letter.

## Industrial Registrar's Guidelines

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

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

### Timeline Planner and Checklist

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

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

### Three Reports

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

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

(a) Financial Statements containing:

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

(b) Notes to the Financial Statements containing:

- notes required by the Australian Accounting Standards; and
- information required by the Industrial Registrar's *Reporting Guidelines* under section 255 including disclosures related to any recovery of wages activity ; and

(c) Committee of Management Statement as required by the Registrar's Reporting Guidelines (a sample certificate for illustrative purposes is at Attachment C) including declarations related to the recovery of wages activity.

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

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

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

### First Meeting (Committee of Management)

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

### **The Auditor**

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

### **Informing Your Members**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **Complying with time limits**

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

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

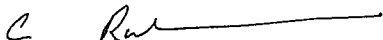
### **Extensions of Time**

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

### **Contact the Registry**

We encourage you to contact the Registry on (02) 8374 6618 or by e-mail at [belinda.penna@air.gov.au](mailto:belinda.penna@air.gov.au) as early as possible if you believe preparation or lodgment of your return will be delayed or if you have any queries. We can offer you advice on procedures but we cannot give you legal or accounting advice.

Yours sincerely



For Deputy Industrial Registrar...  
21 January 2008



**Documents Checklist**

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

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

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

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

**Committee Of Management Statement**

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

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

- (a) the financial statements and notes comply\* with the Australian Accounting Standards;
- (b) the financial statements and notes comply\* with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view\* of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds\* to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
  - (i) meetings of the committee of management were held\* in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (ii) the financial affairs of the reporting unit have been\* managed in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (iii) the financial records of the reporting unit have been\* kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
  - #(iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been\* kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
  - #(v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been\* furnished to the member or Registrar; and
  - #(vi) there has been\* compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

*[Add the following if any recovery of wages activity has been undertaken during the financial year]*

- (f) in relation to recovery of wages activity:
  - (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the Industrial Registrar; and
  - (ii) the committee of management caused the auditor to include in the scope of the audit required under subsection 257(1) of the RAO Schedule all recovery of wages activity by the reporting unit in which revenues had been derived for the financial year in respect of such activity; and
  - (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on recovery of wages activity and the notes to the financial statements; and
  - (iv) that prior to engaging in any recovery of wages activity, the organization has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and

- (v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers until distributions of recovered money were made to the workers.

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

Title of Office held:

Signature:

Date:

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

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



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

s268 of Schedule 1B *Workplace Relations Act 1996*

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

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

Signature

Date:

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

(a) the secretary; or

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

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

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



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, ELECTRICAL DIVISION,  
QUEENSLAND & NORTHERN TERRITORY DIVISIONAL BRANCH**

**REGISTERED OFFICE:**  
41 Peel Street  
SOUTH BRISBANE QLD 4101

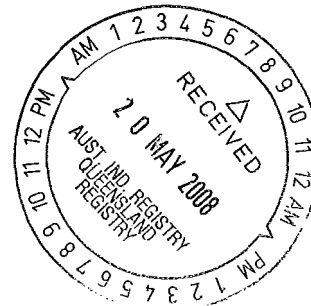
**POSTAL ADDRESS:**  
PO Box 3520  
SOUTH BRISBANE QLD 4101  
Please address all correspondence to the  
Secretary: R.L. (Dick) WILLIAMS

Telephone: (07) 3846 2477  
Facsimile: (07) 3844 9851  
www.etu.org.au  
info@cepuqld.asn.au

Ref: RLW/ELC

**CENTRAL  
QUEENSLAND**  
26 Beckinsale Street  
PO Box 848  
Gladstone 4680  
Ph: (07) 4972 6676  
Fax: (07) 4972 5721

Australian Industrial Relations Commission  
GPO Box 373  
BRISBANE QLD 4001



Tuesday, 20<sup>th</sup> May, 2008

Dear Sir/Madam

**RE: 2007 FINANCIAL RETURNS**

**MACKAY**  
41 Brisbane Street  
PO Box 1854  
Mackay 4740  
Ph: (07) 4953 4799  
Fax: (07) 4953 4899

The documents lodged herewith are an original copy of this organisations audited Financial Statements for the year ending 31<sup>st</sup> December 2007. These were tabled at our Annual General Meeting on 19th May 2008 (second meeting) and they include the Certificate by Auditor, the Committee of Management Certificate and the Accounting Officer's Certificate, which were in accordance with a resolution, passed by the Committee at our meeting on 14th April 2008 (first meeting).

All members have received a copy of same which was included with our Autumn 2008, Volume No.58, Electrical Worker Bulletin.

**NORTH  
QUEENSLAND**  
15 Palmer Street  
PO Box 5800  
Townsville 4810  
Ph: (07) 4772 3122  
Fax: (07) 4721 1117

Yours faithfully

Richard Williams  
Divisional Branch Secretary

Encl.

**NORTHERN  
TERRITORY**  
First Floor,  
38 Woods Street  
PO Box 4053  
Darwin 0801  
Ph: (08) 8941 2300  
Fax: (08) 8981 1770

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC,  
ENERGY, INFORMATION, POSTAL, PLUMBING AND  
ALLIED SERVICES UNION OF AUSTRALIA  
ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY  
DIVISIONAL BRANCH**

**FINANCIAL REPORT**

**FOR THE YEAR ENDED 31 DECEMBER 2007**

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**FINANCIAL REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**CONTENTS**

	<b>Page No</b>
<b>General Fund</b>	
Independent Audit Report .....	1
Committee of Management's Operating Report.....	3
Income Statement.....	6
Balance Sheet.....	7
Statement of Changes in Equity.....	8
Cash Flow Statement .....	9
Notes to the Financial Statements .....	10
Objects of the Union .....	23
Membership - Certificate by Auditor.....	24
Audit Report – Additional Information.....	25
Additional Information.....	26

## INDEPENDENT AUDIT REPORT TO THE MEMBERS OF

### COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH

#### Scope

The financial report and Committee of Management's ("Committee") responsibility

The financial report comprises the income statement, balance sheet, statement of changes in equity, statement of cash flows, accompanying notes to the financial statements and the Committee's operating report for the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Queensland and Northern Territory Divisional Branch ("Union"), for the year ended 31 December 2007.

The Committee of the Union is responsible for the preparation and true and fair presentation of the financial report in accordance with the *Workplace Relations Act 1996* ("Act"). This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

#### Audit Approach

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

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

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

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

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

#### Independence

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

MGI White Hancock Chartered Accountants

MGI White Hancock Pty Ltd ABN 68 295 962 698

Level 1, 200 Mary Street; GPO Box 1087, Brisbane Qld 4001 Australia

t: +61 7 3002 4800 f: +61 7 3229 5603 e: wh@mgiwh.com.au www.mgiwh.com.au

MGI is a worldwide association of independent auditing, accounting and consulting firms.

Each member firm undertakes no responsibility for the activities, work, opinions or service of the other member firms.

## **Audit Opinion**

In our opinion:

- (1) The financial report of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Queensland and Northern Territory Divisional Branch is in accordance with:
  - a. the *Workplace Relations Act 1996*, including:
    - i. giving a true and fair view of the Union's financial position as at 31 December 2007 and of its performance for the year ended on that date; and
    - ii. complying with Accounting Standards in Australia; and
  - b. other mandatory professional reporting requirements.
- (2) The Union has kept satisfactory accounting records for the financial year including records of:
  - (i) the sources and nature of the Union's income, including membership subscriptions and other income from members; and
  - (ii) the nature of and reasons for the Union's expenditure.
- (3) All the information and explanations that officers or employees of the Union were required to provide have been provided; and
- (4) There was no deficiency, failure or shortcoming in any matters referred to in (1) to (3) above.



**MGI WHITE HANCOCK**  
Chartered Accountants



**A D FRASER**  
Registered Company Auditor

Brisbane

14 April 2008

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**COMMITTEE OF MANAGEMENT OPERATING REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**Operating Report**

In accordance with section 254 of the *Workplace Relations Act 1996* ("Act") the Committee of Management ("the Committee") presents its Operating Report on the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia – Electrical Division, Queensland and Northern Territory Divisional Branch ("Union"), for the year ended 31 December 2007.

**Principal Activities**

The principal activity of the Union was to act on behalf of members in pursuit of the Objects of the Union (detailed at page 23).

**Operating Results**

The profit for the financial year amounted to \$276,703 (2006: \$618,109).

**Review of Operations**

A review of the operations of the Union during the financial year found that there was no significant change in the nature or the results of the operations during the year.

**After Balance Date Events**

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

**Future Developments**

Likely developments in the operations of the Union are the expected result of those operations in future financial years have not been included in this report as such information is likely to result in unreasonable prejudice to the Union.

**Environmental Issues**

The Union's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

**Members Right to Resign**

The right of members to resign from the Union is set out in the Rules of the CEPU – Electrical Division and on the reverse side of the application to join form.

**Membership of Superannuation Scheme**

Those who hold a position of trustee or director of an entity, scheme or company as described in s.254 (2)(d) of Schedule 1B, where a criterion of such entity is that the holder of such position must be a member or official of a registered organisation are as follows:

Richard Williams	Alternate Director of SPEC (Q)
	Alternate Director of ESI Super

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**COMMITTEE OF MANAGEMENT OPERATING REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**Number of Members**

The number of persons that were, at the end of the financial year to which the report relates, recorded in the register of members for s.230 of the RAO Schedule and who are taken to be members of the Union under s.244 of the RAO Schedule is:

Total	13,075
Financial	10,806
Honorary and Life members	905
Unfinancial	1,364

**Members of the Committee of Management**

The name of each person who has been a member of the committee of management of the Union at any time during the reporting period, and the period for which he or she held such a position is as follows:

<b>Name</b>	<b>Period of appointment</b>
*Abbott, Gordon	Whole Period
Baker, Gary	Whole Period
Beattie, Neville	From 24/07/07
Bijoux, Cyril	From 24/07/07
Bloom, Gregory	From 24/07/07
*Bloxsom, Gary	Whole Period
*Calligan, Peter	Whole Period
Cawley, Peter	Whole Period
*Christoffel, Jeffrey	Whole Period
Clark, Ken	From 24/07/07
Cooke, Clive	Whole Period
Coxon, Michael	Whole Period
Cunningham, Clayton	Whole Period
Denson, Shane	To 24/07/07
Dick, Peter	To 24/07/07
Ferguson, Kevin	From 24/07/07
*Fiteni, Joseph	Whole Period
Francis, Terrie	To 24/07/07
Hamblyn, Gary	Whole Period
Harmon, Jeffrey	From 24/07/07
Higgins, Shawn	To 24/07/07
Jeffs, Brendan	Whole Period
Keding, Daryl	Whole Period
King, Shane	From 24/07/07
*List, Stephen	Whole Period
McGaw, Christopher	Whole Period
McGaw, Daniel	From 24/07/07
Milne, Aaron	From 24/07/07
Moloney, Dane	From 24/07/07
Moloney, Wendel	Whole Period
Reichman, Scott	Whole Period
Simpson, Peter	Whole Period
Smith, Clinton	To 24/07/07
Smith, Gregory	Whole Period
Stein, Clark	Whole Period
Taylor, John	Whole Period
Traill, Stuart	Whole Period
*Williams, Richard	Whole Period

\* Member of the Divisional Branch Executive



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**COMMITTEE OF MANAGEMENT OPERATING REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**Indemnifying Officers or Auditors**

The Union has not, during or since the end of the financial year, in respect of any person who is or has been an officer or auditor:

- indemnified or made any relevant agreement for indemnifying against a liability, including costs and expenses in successfully defending legal proceedings; or
- paid or agreed to pay a premium in respect of a contract insuring against liability for the costs or expenses to defend legal proceedings.


**Proceedings on Behalf of Union**


No person has applied for leave of Court to bring proceedings on behalf of the Union or intervene in any proceedings to which the Union is a part for the purpose of taking responsibility on behalf of the Union for all or any part of those proceedings. The Union was not a party to any such proceedings during the year.

**Other Information**

There is no other information that the Union considers relevant.

This report is made in accordance with a resolution of the Committee of Management and is signed for and on behalf of the Committee Members by:

  
G Abbott

  
R Williams

14 April 2008

South Brisbane

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**INCOME STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	Notes	2007 \$	2006 \$
Revenue	2	<b>5,974,483</b>	5,169,388
Employee benefits expense		<b>(2,539,570)</b>	(2,364,081)
Depreciation and amortisation expenses	3	<b>(89,648)</b>	(144,399)
Finance costs	3	<b>(5,259)</b>	(10,265)
Other expenses		<b>(3,063,303)</b>	(2,032,534)
Profit before income tax expense		<u><b>276,703</b></u>	618,109
Income tax expense	1(a)	<u>-</u>	-
Profit attributable to members of the Union		<u><b>276,703</b></u>	<u>618,109</u>

*The accompanying notes form part of these financial statements*

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**BALANCE SHEET  
AS AT 31 DECEMBER 2007**

	Notes	2007 \$	2006 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	4	5,481,589	4,950,578
Trade and other receivables	5	<u>74,757</u>	<u>60,085</u>
<b>TOTAL CURRENT ASSETS</b>		<u><b>5,556,346</b></u>	<u>5,010,663</u>
<b>NON-CURRENT ASSETS</b>			
Property, plant and equipment	6	292,593	321,064
Loan receivable	7	<u>680,000</u>	<u>680,000</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<u><b>972,593</b></u>	<u>1,001,064</u>
<b>TOTAL ASSETS</b>		<u><b>6,528,939</b></u>	<u>6,011,727</u>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	8	388,062	185,300
Short-term borrowings	9	43,195	26,299
Short-term provisions	10	<u>481,868</u>	<u>448,999</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u><b>913,125</b></u>	<u>660,598</u>
<b>NON-CURRENT LIABILITIES</b>			
Long-term borrowings	11	88,752	94,612
Long-term provisions	12	<u>111,128</u>	<u>117,286</u>
<b>TOTAL NON-CURRENT LIABILITIES</b>		<u><b>199,880</b></u>	<u>211,898</u>
<b>TOTAL LIABILITIES</b>		<u><b>1,113,005</b></u>	<u>872,496</u>
<b>NET ASSETS</b>		<u><b>5,415,934</b></u>	<u>5,139,231</u>
<b>MEMBERS EQUITY</b>			
Retained Profits		<u><b>5,415,934</b></u>	<u>5,139,231</u>

*The accompanying notes form part of these financial statements*

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**STATEMENT OF CHANGES IN MEMBERS EQUITY  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	<b>Notes</b>	<b>Retained Earnings</b>	<b>Total</b>
		<b>\$</b>	<b>\$</b>
<b>Balance at 1 January 2006</b>		4,521,122	4,521,122
Profit for the year		618,109	618,109
<b>Balance at 31 December 2006</b>		<b>5,139,231</b>	<b>5,139,231</b>
<b>Balance at 1 January 2007</b>		5,139,231	5,139,231
Profit for the year		276,703	276,703
<b>Balance at 31 December 2007</b>		<b>5,415,934</b>	<b>5,415,934</b>

*The accompanying notes form part of these financial statements*

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	Notes	2007 \$	2006 \$
<b>Cash Flows from Operating Activities</b>			
Membership contributions		<b>4,612,178</b>	4,147,339
Interest received		<b>332,410</b>	337,973
Other receipts from customers		<b>692,247</b>	390,804
Fines and Levies		<b>303,388</b>	272,539
Payments to employees		<b>(2,512,859)</b>	(2,382,600)
Payments to supplies		<b>(2,860,541)</b>	(1,964,881)
Finance costs		<b>(5,259)</b>	(10,265)
Net cash provided by operating activities	13(b)	<u><b>561,564</b></u>	<u>790,909</u>
<b>Cash Flows from Investing Activities</b>			
Payment for property, plant & equipment		<b>(121,982)</b>	(106,308)
Proceeds from sale of property, plant & equipment		<b>80,393</b>	95,453
Payment to DMB fund		-	(18,181)
Proceeds from TCV Investment		-	1,391,689
Net cash (used in)/ provided by investing activities		<u><b>(41,589)</b></u>	<u>1,362,653</u>
<b>Cash Flows Financing Activities</b>			
Motor Vehicle finance lease repayments (principal)		<b>11,036</b>	(24,368)
Net cash provided by/ (used in) financing activities		<u><b>11,036</b></u>	<u>(24,368)</u>
Net increase in cash held		<b>531,011</b>	2,129,194
Cash at beginning of financial year		<u><b>4,950,578</b></u>	<u>2,821,384</u>
Cash at end of financial year	13(a)	<u><b>5,481,589</b></u>	<u>4,950,578</u>

*The accompanying notes form part of these financial statements*

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

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

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

The financial report covers the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia Electrical Division Queensland and Northern Territory Divisional Branch ("Union") as an individual entity. The Union is a trade union which is incorporated and domiciled in Australia.

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

**Basis of Preparation**

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

**(a) Income Tax**

The Union is exempt from income tax by virtue of s50-45 of the *Income Tax Assessment Act 1997*.

**(b) Property, Plant and Equipment**

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

**Plant and equipment**

Plant and equipment is measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by the Committee 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.

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

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**NOTE 1: ACCOUNTING POLICIES (cont.)**

**(b) Property, Plant and Equipment (cont.)**

**Depreciation**

The depreciable amount of all fixed assets including capitalised leased assets, is depreciated on a straight line basis over their estimated useful lives to the Union 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 assets are:

Class of Fixed Asset	Depreciation Rate
Plant and equipment	5% - 40%
Motor Vehicles	20%

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

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

Gains and losses on disposal are determined by comparing proceeds with the carrying amount. These gains or losses are included in the income statement.

**(c) Impairment of Assets**

At each reporting date, the Union reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less cost to sell and value in use, is compared to the asset's carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the income statement.

**(d) Cash and Cash Equivalents**

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

**(e) Financial Instruments**

**Recognition**

Financial instruments are initially measured at cost on the trade date, which includes transaction costs, when the related contractual rights or obligations exist. Subsequent to initial recognition these instruments are measured as set out below.

**Financial assets at fair value through profit and Loss**

A financial asset is classified in this category if acquired principally for the purpose of selling in the short term or if so designated by management and within the requirements of AASB 139: Recognition and Measurement of Financial Instruments. Realised and unrealised gains and losses arising from changes in the fair value of these assets are included in the income statement in the period in which they arise.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**NOTE 1: ACCOUNTING POLICIES (cont.)**

**(e) Financial Instruments (cont.)**

**Loans and Receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are stated at amortised cost.

**Financial Liabilities**

Non-derivative financial liabilities are recognised at amortised cost, comprising the original debt less principal payments and amortisation.

**Impairment**

At each reporting date, the Union assesses whether there is objective evidence that a financial instrument has been impaired. Impairment losses are recognised in the income statement.

**(f) Employee Benefits**

Provision is made for the Union's liability for employee benefits (Annual Leave and Long Service Leave) 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 the present value of the estimated future cash outflows to be made for those benefits.

**(g) Chattel Mortgages**

Chattel Mortgages used to finance fixed assets, where substantially all the risks and benefits incidental to the ownership of the assets, are transferred to the Union are classified as assets. Chattel Mortgages are capitalised, recording an asset and liability equal to the present value of the minimum payments including any guaranteed residual values. The assets (motor vehicles) are amortised on a straight-line basis over their estimated useful lives. Payments are allocated between the reduction of the liability and the interest expense of the period.

**(h) Leases**

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

**(i) Revenue**

Revenue from membership contributions is recognised on a cash basis.

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

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



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**NOTE 1: ACCOUNTING POLICIES (cont.)**

**(j) Finance Costs**

Finance costs are recognised as expenses in the period in which they are incurred.

**(k) Goods and services tax (GST)**

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

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.

**(l) New Accounting Standards and Interpretations**

Certain new accounting standards and interpretations have been published that are not mandatory for 31 December 2007 reporting period however, they may impact the Union in future periods. The impact of these new standards and interpretations is set out below.

<b>AASB Amendment</b>	<b>Standards Affected</b>	<b>Outline of Amendment</b>	<b>Application date of standard</b>	<b>Application date for Union</b>
AASB 8 and AASB 2007-3: Amendments to Australian Accounting Standards	AASB 8 : Operating Segments	AASB 8 will result in a significant change in the approach to segment reporting as it requires adoption of a "management approach" to reporting financial performance. It is not expected to affect any of the amounts recognised in the financial statements.	1 January 2009	1 January 2009
AASB 123 and AASB 2007-6 : Amendments to Australian Accounting Standards	AASB 1 : First Time adoption AIFRS AASB 101 : Presentation of Financial Statements AASB 107 : Cash Flow Statements AASB 111 : Construction Contracts AASB 116 : Property, Plant and Equipment AASB 123 : Borrowing Costs AASB 138 : Intangible Assets	The option to expense all borrowing costs is removed and requires the capitalisation of all borrowing costs directly attributable to the acquisition, construction or production of a qualifying asset. There should be no impact on the financial report of the Union.	1 January 2009	1 January 2009

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**(l) New Accounting Standards and Interpretations (cont.)**

<b>AASB Amendment</b>	<b>Standards Affected</b>	<b>Outline of Amendment</b>	<b>Application date of standard</b>	<b>Application date for Union</b>
AASB 101 and AASB 2007 – 8: Amendments to Australian Accounting Standards	AASB 101 : Presentation of Financial Statements	This requires the presentation of a statement of comprehensive income and makes changes to the statement of changes in equity, but will not affect any amounts recognised in the financial statements.	1 January 2009	1 January 2009
AASB 2007 – 4 and AASB 2007 -7: Amendments to Australian Accounting Standards	AASB 1 : First Time adoption of AIFRS AASB 2 : Share Based Payments AASB 4 : Insurance Contracts AASB 5 : Non Current Assets Held for Sale and Discontinued Operations AASB 107 : Cash Flow Statements AASB 128 : Investments in Associates	The amendments introduce a number of options that existed under IFRS but not under AIFRS.  This may affect the financial statements by:  - the ability to use the indirect method for presenting cash flow statements.  - discount rates for employee benefit obligations to be based on corporate bonds if there is a deep market in Australia (previous guidance mandated the use of government bond rates).	1 July 2007	1 January 2008
AASB 2008 – 1: Amendments to Australian Accounting Standards	AASB 2 : Share Based Payments	Revised standard clarifies that vesting conditions, service conditions and performance conditions only and that other features of a share based payments are not vesting conditions. This will not affect the financial statements of the Union.	1 January 2008	1 January 2008

**(m) Comparative Figures**

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

Critical accounting estimates and judgement

The Union's Committee Members evaluate estimates and judgements incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and internally.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**(m) Comparative Figures (cont.)**

Key Estimates – Impairment

The Union assess impairment at each reporting date by evaluating conditions specific to the Union that may lead to the impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Value-in-use calculations performed in assessing recoverable amounts incorporate a number of key estimates.

No impairment has been recognised in respect of the current year.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	Note	2007 \$	2006 \$
<b>NOTE 2 – REVENUE</b>			
Membership received		4,612,178	4,096,372
Fines and levies		303,388	270,748
Other membership income		7,746	10,043
Rental income		141,704	142,037
Interest received		332,410	337,973
Refunds received		418,169	98,903
Advertising received		9,000	34,750
Administration Fees - Distress, Mortality & Building Fund		18,618	17,614
Merchandise Sold		8,567	10,892
Sundry Income		122,703	150,056
		<u>5,974,483</u>	<u>5,169,388</u>

**NOTE 3 – PROFIT FROM ORDINARY ACTIVITIES**

**Expenses**

(i) Finance Costs - External		5,289	10,265
(ii) Depreciation and amortisation			
- Motor vehicles		57,248	94,537
- Plant and equipment		32,400	27,688
- TCV investment		-	22,174
		89,648	144,399
(iii) Conference expenses		235,848	219,778
(iv) National council expenses		427,068	360,950
(v) Legal fees		211,588	109,233
(vii) Sale of property, plant and equipment			
- Profit on sale		19,586	-
- Loss on sale		-	14,997

**NOTE 4 – CASH ASSETS**

Cash on Hand		2,315	2,857
Cash at Bank		60,060	78,530
Deposit at Call (CBA)		233,045	600,307
Deposits (Members Equity)		5,186,169	4,268,884
		<u>5,481,589</u>	<u>4,950,578</u>

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	Note	2007 \$	2006 \$
<b>NOTE 5 – TRADE AND OTHER RECEIVABLES</b>			
Trade and other Receivables		21,145	6,473
Prepayment to ETU Fighting Fund		53,612	53,612
		<u><b>74,757</b></u>	<u><b>60,085</b></u>

**NOTE 6 – PROPERTY, PLANT AND EQUIPMENT**

Furniture, Fittings and Office equipment:			
At cost		463,832	452,497
Accumulated Depreciation		(396,516)	(364,116)
Total furniture, fittings and office equipment		<u>67,316</u>	<u>88,381</u>
Motor Vehicles:			
At cost		345,708	359,331
Accumulated Depreciation		(120,431)	(126,648)
Total motor vehicles		<u>225,277</u>	<u>232,683</u>
<b>Total Property, Plant &amp; Equipment</b>		<u><b>292,593</b></u>	<u><b>321,064</b></u>

**(a) MOVEMENTS IN CARRYING AMOUNTS**

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

	Motor Vehicles	Furniture, Fittings and Office Equipment	Total
Balance at the beginning of year	232,683	88,381	321,064
Additions	110,647	11,335	121,982
Disposals	(124,271)	-	(124,271)
Write back of accumulated depreciation	63,466	-	63,466
Depreciation expense	(57,248)	(32,400)	(89,648)
Carrying amount at the end of year	<u><b>225,277</b></u>	<u><b>67,316</b></u>	<u><b>292,593</b></u>

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	Note	2007 \$	2006 \$
<b>NOTE 7 – LOAN RECEIVABLE</b>			
Distress, Mortality & Building Fund receivable		680,000	680,000
		<u><b>680,000</b></u>	<u><b>680,000</b></u>
<b>NOTE 8 – TRADE AND OTHER PAYABLES</b>			
Trade payables and accrued expenses		243,631	102,112
GST Collected		42,534	4,444
Other payables		101,897	78,744
		<u><b>388,062</b></u>	<u><b>185,300</b></u>
<b>NOTE 9 – SHORT TERM BORROWINGS</b>			
Finance Lease – Motor Vehicles	14	43,195	26,299
		<u><b>43,195</b></u>	<u><b>26,299</b></u>
<b>NOTE 10 – SHORT TERM PROVISIONS</b>			
Provision for Annual Leave		330,249	310,196
Provision for Long Service Leave		151,619	138,803
		<u><b>481,868</b></u>	<u><b>448,999</b></u>
<b>NOTE 11 – LONG TERM BORROWINGS</b>			
Finance Lease – Motor Vehicles	14	88,752	94,612
		<u><b>88,752</b></u>	<u><b>94,612</b></u>
<b>NOTE 12 – LONG TERM PROVISIONS</b>			
Provision for Long Service Leave		111,128	117,286
		<u><b>111,128</b></u>	<u><b>117,286</b></u>
Long term provisions represent long service leave entitlements owing to employees who have not completed 10 continuous years service with the Union.			

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

Note	2007 \$	2006 \$
------	------------	------------

**NOTE 13 –CASH FLOW INFORMATION**

**(a) Reconciliation of Cash and Cash Equivalents**

For the purposes of the Cash Flow Statement, cash and cash equivalents includes cash on hand, at banks and on deposits or any other cash held that can be readily convertible to known amount of cash and be subject to an insignificant risk of changes in value. Cash at the end of the financial year as shown in the cash flow statement is reconciled to the related items in the balance sheet as follows:

Cash on hand	2,315	2,857
Cash at Bank	60,060	78,530
Deposit at Call (CBA)	233,045	600,307
Deposits (Members Equity)	5,186,169	4,268,884
	<u>5,481,589</u>	<u>4,950,578</u>

**(b) Reconciliation of Net Cash Provided by Operating Activities to Net Profit after Income Tax**

Operating Surplus	<u>276,703</u>	<u>618,109</u>
Non cash flows in profit from ordinary activities		
- Depreciation & Amortisation	89,648	144,399
- (Gain)/Loss on disposal of property, plant and equipment	<u>(19,586)</u>	<u>14,997</u>
	<u>70,062</u>	<u>159,396</u>
Changes in assets and liabilities		
(Increase)/ decrease in trade receivables	(14,672)	(59,348)
Increase/ (decrease) in trade payables and accruals	202,761	91,271
Increase/ (decrease) in provisions	<u>26,710</u>	<u>(18,519)</u>
	<u>214,799</u>	<u>13,404</u>
Net Cash provided by Operating Activities	<u>561,564</u>	<u>790,909</u>

**(c) Credit standby arrangements**

Finance Leases		
Used facility	131,996	120,911
Unused facility	-	-
Total Facility	<u>131,996</u>	<u>120,911</u>

The financing facility has been arranged with a number of Australian banks with the facility due to expire in 2009.

The Union does not operate any other financing facilities at 31 December 2007.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	Note	2007 \$	2006 \$
<b>NOTE 14 – COMMITMENTS AND CONTINGENCIES</b>			
(a) Operating Lease Commitments		-	-
(b) Contingent liabilities and Commitments There are no material contingent liabilities or Commitments			
(c) Finance Lease Commitments – Motor Vehicles			
Payable – Minimum lease payments			
- not later than 12 months		51,164	34,633
- between 12 months and 5 years		93,058	103,484
- greater than 5 years		-	-
Minimum lease payments		<u>144,222</u>	<u>138,117</u>
Less: Future financing charges		<u>(12,226)</u>	<u>(17,206)</u>
Present value of minimum lease payments		<u>131,996</u>	<u>120,911</u>

The finance lease is on two motor vehicles, which commenced in 2005 and 2007 and is due to cease in 2009.

**NOTE 15 – RELATED PARTY TRANSACTIONS**

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

Transactions with related parties:

(a) Distress, Mortality and Building Fund  
The Union receives receipts and payments on behalf of the Distress, Mortality and Building Fund ("the Fund"). Once received, the Union forwards such receipts and payments to the Fund. Refer Note 22 for further information.

In addition, the Union has an amount owing by the Fund at balance date of \$680,000 (2006: \$680,000).

**NOTE 16 – KEY MANAGEMENT PERSONNEL**

Key management personnel comprise of those individuals who have the authority and responsibility for planning, directing and controlling the activities of the Union. During the year, the key management personnel of the Union were remunerated as follows:

	Short-Term Benefits	Post-Employment Benefits	Total
<b>2007</b>			
Total compensation	211,068	31,086	242,154
<b>2006</b>			
Total compensation	194,252	29,605	223,857



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	Note	2007 \$	2006 \$
<b>NOTE 17 – AUDITORS REMUNERATION</b>			
Amounts received or due and receivable by the auditor of the Union for:			
(a) audit of the financial report of the Union		23,000	15,000
(b) audit of other associated entities of the Union		7,000	7,883
(c) other services		4,200	5,500
		<u>34,200</u>	<u>28,383</u>

**NOTE 18 – SEGMENT INFORMATION**

The Union operates solely in one reporting business segment being the provision of trade union services.

The Union operates from one reportable geographical segment being Australia.

**NOTE 19 – FINANCIAL RISK MANAGEMENT**

The Union's activities exposes it to a variety of financial risks: market risk (including rate risk and price risk), credit risk and liquidity risk. The Union's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Union. The Union uses different methods to measure different types of risk to which it is exposed. These methods include sensitivity analysis in the case of interest rate and ageing analysis for credit risk.

Risk management is carried out under policies approved by the Committee of Management. The Committee of Management provides principles for overall risk management, as well as policies covering specific areas such as interest risk, credit risk and investment of excess liquidity.

***Interest rate risk***

The Union has minimal exposure to market interest rates due to its debt free status. As at balance date, the only financial assets or liabilities exposed to Australian variable interest rate risk were cash and cash equivalents outline below:

	2007 \$	2006 \$
Cash at bank and in hand	60,060	78,530
Short-term deposit	5,419,914	4,869,191
	<u>5,479,974</u>	<u>4,947,721</u>

The Union invests its cash in short-term deposits earning interest at a weighted average rate of 6.66% (2006: 6.07%) per annum. At 31 December 2007, if interest rates had changed by +/- 1% absolute from the geared rates with all other variables held consistent, profit for the year would have been \$87,059 higher/lower.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**NOTE 19 – FINANCIAL RISK MANAGEMENT (cont.)**

***Credit Risk***

The Union is exposed to minimal risk from its financial instruments as a result of its debt free status. Therefore the main risk affecting the Union is credit risk. To minimise credit risk exposure, the Union trades only with recognised, creditworthy third parties. It is Union policy that all customers who wish to trade on credit terms are subject to credit verification procedures.

In addition, receivable balances are monitored on an ongoing basis with the result that the Union's exposure to bad debts is not significant.

**NOTE 20 – UNION DETAILS**

The principal place of business is:

41 Peel Street  
South Brisbane  
Queensland 4101

**NOTE 21 - DISTRESS AND MORTALITY AND BUILDING FUND – QUEENSLAND AND NORTHERN TERRITORY (“Fund”)**

The DMB levy received by the Union on behalf of the Fund, which is a trust fund, is excluded from the income statement. Those amounts are presented in the audited financial report of the Fund. The amounts excluded are:

- levy received \$194,810 (2006:\$ 181,898)
- levy transferred to Fund \$197,210 (2006:\$ 183,691)

**NOTE 22 - INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR**

In accordance with the requirements of the *Workplace Relations Act 1996* as amended the attention of members is drawn to the following provisions:

**Workplace Relations Act 1996 - Sections 272 (1), (2) and (3):**

**Sub-Section (1)**

A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation to be made available to the person making the application.

**Sub-Section (2)**

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 organisation.

**Sub-Section (3)**

The organisation must comply with an application made under sub section (1) above.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

The purposes for which the Union are established are:

- (a) To advance the trade interests of members and secure a proper classification of the workers in the industry.
- (b) To obtain adequate pay for its members and the institution and maintenance of the apprenticeship system.
- (c) To afford legal protection to its members in industrial matters.
- (d) To establish and maintain an employment bureau for electrical workers.
- (e) To publish a trade union journal or newspaper.
- (f) To establish a Branch or Branches of the Union and Sub-Branches of Branches and Agencies of Branches.
- (g) To organise the electrical workers into Branches or Sub-Branches of the Union throughout the Commonwealth of Australia.
- (h) To financially assist Branches and Sub-Branches.
- (i) To provide for the acquisition or leasing of property.
- (j) To secure preference of employment of Unionists.
- (k) To advance the living and working conditions of workers and their families, and to assist kindred Unions and to support other bodies having these objects, and such projects for the advancement of Labor as the Union may determine.
- (l) The abolition and prevention of contract and piecework schemes and the restriction and control of incentive and bonus systems in industry.
- (m) To establish funds to assist members in distress through sickness or accident or who are lawfully out of employment.
- (n) To make financial provision for carrying out the objects set out herein.
- (o) To make such provision for superannuation payments or retiring allowances and/or long service leave to full-time officers and/or employees of the Union as the Union may determine.
- (p) To establish a fund for sustenance of members involved in industrial disputes.
- (q) To establish an Electrical Workers' Award.
- (r) To provide legal representation for:
  - (i) A member in a compensation claim and/or action for damages arising out of injuries sustained in the course of his employment.
  - (ii) Dependants of a deceased member at an inquest or inquiry in a compensation claim and/or action for damages arising from the death of a member.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**MEMBERSHIP - CERTIFICATE BY AUDITOR**

**FOR THE YEAR ENDED 31 DECEMBER 2007**

We advise that we have audited the financial statements of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing, and Allied Services Union of Australia, Electrical Division, Queensland and Northern Territory Divisional Branch ("Union") for the year ended 31 December 2007.

The financial statements disclose total membership of: 10,806 financial members, 905 honorary and life members and 1,364 unfinancial members as at 31 December 2007 which is consistent with the membership records maintained by the Union and audited by us.

**MGI WHITE HANCOCK**  
Chartered Accountants



**A D FRASER**  
Registered Company Auditor

14 April 2008

Brisbane

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**OPINION ON ADDITIONAL INFORMATION TO FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2007**

The additional financial information presented on pages 26 to 27 is consistent with the financial statements of the Union for the year ended 31 December 2007. Such additional financial information has been subject to auditing procedures in order to express an opinion on the revenue and expenses of the Union. Our auditing procedures involve testing on a test basis a sample of transactions throughout the year.

**Audit Opinion**

In our opinion, the additional information on pages 26 to 27 presents fairly in all material respects the revenues and expense of the Union for the year ended 31 December 2007.

**MGI WHITE HANCOCK**

Chartered Accountants



**A D FRASER**

Registered Company Auditor

Brisbane

14 April 2008

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**Additional Information in Explaining the Financial Results of the Union**

	<b>2007</b>	<b>2006</b>
	<b>\$</b>	<b>\$</b>
<b>REVENUE</b>		
<b>General Fund</b>		
Administration Fees - Distress, Mortality & Building Fund	18,618	17,614
Advertising received	9,000	34,750
Contributions Received (Nett)	4,612,178	4,096,581
Contribution Wallets	1,283	1,514
Entrance Fees	6,525	8,528
Fines	15,118	10,187
Interest Received	332,410	337,973
Levies Received	288,208	260,352
Merchandise Sold	8,567	10,892
Other Refunds	342,178	84,703
Profit on Sale of MV	19,586	-
Refund Organising Expenses	15,002	8,748
Refund Staff Salaries	60,988	5,453
Rents Received	141,704	142,037
Sundry Income	103,118	150,056
	<b><u>5,974,483</u></b>	<b><u>5,169,388</u></b>
<b>EXPENDITURE</b>		
<b>General Fund</b>		
Advertising	11,193	77,945
Accounting	4,200	5,500
Affiliation Fees	98,567	106,930
Audit Fees	35,250	22,883
Bank Charges	23,871	22,279
Conference Expenses	235,848	219,778
Campaign Expenses	851,800	-
Debt Collection Fees	108,344	79,114
Delegate Expenses		
Coal Delegates	6,477	18,602
Other Delegates	48,079	19,497
Depreciation	89,648	122,225
Donations	33,498	25,558
Electrical Trades Journal and Rule Books	54,297	11,595
Electricity	1,115	642
	<b><u>1,602,187</u></b>	<b><u>732,548</u></b>
<i>Sub-total</i>	1,602,187	732,548

	Note	2007 \$	2006 \$
<b>EXPENDITURE (cont.)</b>			
<i>Balance carried forward</i>		1,602,187	732,548
Employee Leave Entitlements		97,271	13,097
Expenses 877 Boundary Road		3,556	6,905
Fringe Benefits Tax		21,663	22,626
Insurance		38,251	38,739
Internet Expenses		12,558	11,339
Interest on MV Loan		5,259	10,265
Investments – write off in value of TCV		-	22,174
Labour Day Expenses		51,154	42,777
Legal Costs			
Professional Fees		108,334	103,405
Lodgement Fees		3,725	5,828
Loan Transaction Processing Cost		1,428	-
Loss on Fixed Asset Sales and Scrapping		-	14,997
Maintenance – 41 Peel Street		32,590	37,468
Meeting Fees		1,170	1,475
Merchandise Purchases		25,459	101,574
Motor Vehicle Expenses		83,687	87,945
National Council Fees and Expenses		427,068	360,950
National Office Expenses		12,642	39,204
Northern Territory Office – Expenses		22,795	20,593
Office Equipment, Supplies and Maintenance Expenses		44,950	47,197
Organising Expenses		164,271	154,169
Payroll Tax		58,655	75,241
Postage		75,510	76,076
Printing & Stationery		102,301	104,813
Rates – 877 Boundary Road		10,705	9,458
Refund of Contributions		12,993	5,981
Rent		15,715	18,564
Salaries – Officers		740,587	658,989
Salaries – Staff		1,168,724	1,011,333
Salaries – Income Protection 1.2%		20,044	18,923
Salaries – NT		87,017	81,776
Shop Stewards Reimbursements		9,702	9,220
Staff Amenities		44,487	39,144
Storage		4,857	1,766
Subscriptions		17,348	8,509
Superannuation		362,823	352,057
Supply Industry Expenses		20,962	18,151
Sundry Expenses		74,890	82,693
Telephone		73,127	84,493
Training		37,115	18,614
T'ville Petty Cash		200	200
		<b><u>5,697,780</u></b>	<b><u>4,551,279</u></b>

## 2007 Your Rights at Work Expenditure

ACTU Union Campaign Levy	67,760
Advertising	128,269
ALP Election Expenses (Blair, Bowman, Groom, Leichhardt & National)	640,588
ETU Shared Prosperity DVD Project	30,840
Fosters Campaign	1,256
In Your Face Campaign	8,426
Light the Fuse Tour	190
National Day of Action - March	11,106
Postage	13,937
Publications	86,272
QCU YRAW Campaign Levy	21460
Sundry Expenses	10,408
Times Up Tour	13,336
YRAW Campaign Expenses (Blair, Bowman, Groom, Leichhardt & Nationally)	1,009,385
<b>TOTAL</b>	<b><u><u>\$2,043,233</u></u></b>

The above campaign expenses have been listed in the following financial statements:

Communication, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia Electrical Division, Queensland and Northern Territory Branch	851,800
ETU Fighting Fund No.1	<u>1,191,433</u>
<b>TOTAL</b>	<b><u><u>\$2,043,233</u></u></b>



## OPINION ON ADDITIONAL INFORMATION - CAMPAIGN EXPENSES

FOR THE YEAR ENDED 31 DECEMBER 2007

The additional financial information on campaign expenses presented on page 1 is consistent with the statements of both the Communication, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia Electrical Division, Queensland and Northern Territory Branch and the ETU Fighting Fund Trust No.1 for the year ended 31 December 2007. Such additional financial information has been subject to auditing procedures in order to express an opinion on campaign expenses incurred by the Union. Our auditing procedures involve testing on a test basis a sample of transactions throughout the year.

### Audit Opinion

In our opinion, the additional information on page 1 presents fairly in all material respects the campaign expense incurred by the Communication, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia Electrical Division, Queensland and Northern Territory Branch and the ETU Fighting Fund Trust No.1 for the year ended 31 December 2007.

### MGI WHITE HANCOCK

Chartered Accountants



### A D FRASER

Registered Company Auditor

Brisbane

14 April 2008

MGI White Hancock Chartered Accountants

MGI White Hancock Pty Ltd ABN 68 295 962 698

Level 1, 200 Mary Street; GPO Box 1087, Brisbane Qld 4001 Australia

t: +61 7 3002 4800 f: +61 7 3229 5603 e: wh@mgiwh.com.au<sup>2</sup> www.mgiwh.com.au

MGI is a worldwide association of independent auditing, accounting and consulting firms.

Each member firm undertakes no responsibility for the activities, work, opinions or service of the other member firms.



**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 Richard Williams  
Divisional Branch Secretary, Electrical Divisional Branch, Queensland  
Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied  
Services Union of Australia  
PO Box 3520  
SOUTH BRISBANE QLD 4101

Dear Mr Williams

**Re: Lodgement of Financial Return – CEPU, Queensland Electrical Divisional Branch -  
for year ending 31 December 2007 (FR2007/579)**

I refer to the abovementioned financial statements lodged in the Registry on 20 May 2008.  
I draw your attention to the following issues:

**Donations**

The total amount of Donations listed on page 26 is \$33,498. The Branch is reminded that if any individual donation exceeded \$1,000, a separate statement setting out the relevant particulars must be lodged pursuant to s237 of the RAO Schedule.

**Committee of Management Statement**

The documents lodged did not include a separate Committee of Management Statement as required by the Industrial Registrar's Guidelines. This omission is consistent with the omissions from the documents lodged in the previous two years, but is in the Registry's view, an omission which would have been rectified had the Registry corresponded with the Branch on the matter in previous years.

Accordingly, I simply draw your attention to paragraphs 24-26 of the Industrial Registrar's Guidelines, which may be accessed on the AIRC website at [http://www.airc.gov.au/registered/rao/rao\\_253.pdf](http://www.airc.gov.au/registered/rao/rao_253.pdf). Future returns should also include this statement, prepared and signed prior to audit and distribution of the accounts.

Unless a s237 statement as described earlier is applicable, there is no further action required, and the documents have been filed.

Yours sincerely

A handwritten signature in black ink, appearing to be 'S Kellett'.

Stephen Kellett  
for Deputy Industrial Registrar.

2 June 2008