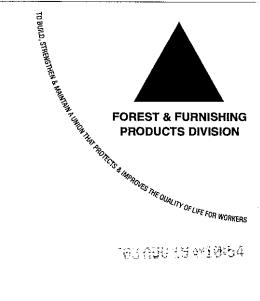


August 18 2003



Deputy Industrial Registrar CONSTRUCTION **PO Box 8046** Station Arcade FORESTRY South Australia MINING ENERGY UNION Attention:

ABN 91 691 430 210

National Secretary

TREVOR W SMITH

National Office

3rd Floor, Trades Hall

11 - 16 South Tce

ADELAIDE S.A. 5001

Ph: (08) 8231 6125

Fax: (08) 8231 4496

Email:

cfmeuffpd@optusnet.com.au

Please find attached a copy of the Annual Accounts and Auditors Report for the National Office, Forestry & Furnishing Products Division of the Construction Forestry Mining and Energy Union for the year ended 31st December 2002.

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P. Kinne

The financial report was tabled at the National Executive meeting held on April 30 2003. At this meeting it was endorsed that the appropriate officers sign the summary audit for distribution to members. Such distribution of the financial statements and accounts were provided to members in excess of eight days prior to the adoption of said accounts at the National Executive meeting held on August 8th 2003 (second meeting).

I now request that these documents be lodged accordingly.

Yours sincerely

Dear Sir

Trevor W. Smith National Secretary Forestry & Furnishing Products Division CFMEU



Outside Australia

International Code

Ph: 61 8 8231 6125

Fax: 61 8 8231 4496

CONSTRUCTION, FORESTRY, MINING & ENERGY UNION

FORESTRY & FURNISHING PRODUCTS DIVISION (NATIONAL OFFICE)

FINANCIAL STATEMENTS FOR THE

YEAR ENDED 31ST DECEMBER, 2002

CONTENTS

Summary of the Financial Statements 1-3 Divisional Executive's Certificate 4 Accounting Officer's Certificate 5 Auditor's Report 6-7 Statement of Financial Position 8-9 Statement of Accumulated Funds 10 Statement of Financial Performance 11-12 Notes to the Accounts 13-15



Prepared by:

Major, May & Associates Chartered Accountants ref:word\cfmeu\for&forp02.doc

Page No.

(NATIONAL OFFICE)

SUMMARY OF THE FINANCIAL STATEMENTS For the Year Ended 31st December, 2002

The Financial Statements of the Division have been audited in accordance with the provisions of the Workplace Relations Act, 1996, as amended, (the Act), and the following Summary is provided for Members in accordance with Section 279 (2) of the Act.

A copy of the audited Accounts will be supplied free of charge to Members who request a copy, and the Union's responsibility in this regard is set out below.

INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Act, the attention of Members is drawn to the provisions of Sub-Sections (1), (2) and (3) of Section 274, which read as follows:-

- "(1) A Member of an Organisation, or a Registrar, may apply to the Organisation for specified prescribed information in relation to the Organisation.
- (2) An Organisation shall, on application made under Sub-Section (1) by a Member of the Organisation or a Registrar, make the specified information available to the Member or Registrar in such manner, and within such time, as is prescribed.
- (3) A Registrar may only make an application under Sub-Section (1) at the request of a Member of the Organisation concerned, and the Registrar shall provide to a Member information received because of an application made at the request of the Member."

An Organisation shall not contravene Section 274 (1), (2) & (3). Penalty \$1,000.

Certificates required to be given under the Act, by the Accounting Officer and the Divisional Executive, have been completed in accordance with the provisions of the Act, and contain no qualifications.

The Auditor's Report on the Accounts did not contain any particulars of any deficiency, failure or shortcoming as referred to in the Act.

(NATIONAL OFFICE)

STATEMENT OF FINANCIAL PERFORMANCE For the year ended 31st December, 2002

-	<u>2002</u> \$	<u>2001</u> \$
Income Sustentation Fees from Branches Consulting Fees Sundry Reimbursements Interest - Benevolent Fund Interest - Other Other Income	789,968 30,000 34,267 602 2,600 5,467	482,932 60,000 20,500 201 5,580 4,037
TOTAL INCOME	862,904	573,250
Expenditure Salaries and On-costs Affiliation Fees Conferences, Travel & Accommodation Other Costs	384,196 99,068 60,651 132,291	345,846 130,054 69,344 99,940
TOTAL EXPENDITURE	676,206	645,184
OPERATING SURPLUS/ (DEFICIT) FOR THE YEAR	\$186,698	\$(71,934)

STATEMENT OF FINANCIAL POSITION As at 31st December 2002

Accumulated Funds	\$ 444,263	\$ 257,565
Represented by:- Current Assets Fixed Assets	477,809 66,626	245,161 64,050
TOTAL ASSETS	544,435	309,211
Less Current Liabilities	100,172	51,646 51,646
NET ASSETS	\$ 444,263	\$ 257,565

TO THE MEMBERS OF THE C.F.M.E.U., FORESTRY & FURNISHING PRODUCTS DIVISION

In our opinion, the Summary of the Financial Statements on page 2 is a fair and accurate summary of the Reports, Accounts and Statements of the Division, for the year ended 31st December, 2002.

The Auditor's Report on the Accounts did not contain any particulars of any deficiency, failure or shortcoming, as referred to in the Act, Sub-Section 276(4). The Organisation will supply, free of charge, a copy of the Reports, Accounts and Statements to any Members who so request.

MAJOR, MAY & ASSOCIATES Chartered Accountants

ANDREW MAY Partner Registered Company Auditor

MICHAEL O'CONNOR

JANE CALVERT

ACCOUNTING OFFICER-

DIVISIONAL EXECUTIVE

TREVOR SMITH

Signed at Adelaide this 30th day of April , 2003.

DIVISIONAL EXECUTIVE'S CERTIFICATE For the Year Ended 31st December, 2002

We, MICHAEL JOSEPH O'CONNOR and JANE CALVERT, being two members of the Divisional Executive of the Construction, Forestry, Mining & Energy Union, Forestry & Furnishing Products Division, state on behalf of the Executive and in accordance with a resolution passed by the Executive, that:-

- (1) In the opinion of the Divisional Executive, the attached Accounts show a true and fair view of the financial affairs of the Division, as at 31st December, 2002.
- (2) In the opinion of the Divisional Executive, meetings of the Executive were held during the year ended 31st December, 2002, in accordance with the Rules of the Division.
- (3) To the knowledge of any member of the Executive, there have been no instances where records of the Division or other documents, (not being documents containing information made available to a Member of the Division, under Sub-Section 274 (2) of the Workplace Relations Act, 1996), or copies of those records or other documents, or copies of the Rules of the Division, have not been furnished or made available to Members, as requested in accordance with the requirements of the Workplace Relations Act, 1996, the Regulations thereto, or the Rules of the Division.
- (4) The Division has complied with Sub-Sections 279 (1) and (6) of the Act in relation to the Financial Accounts in respect of the year ended 31st December, 2002, and the Auditor's Report thereon.

MICHAEL O'CONNOR

Ch

JANE CALVERT

Signed at Adelaide this 30° day of $7p_{-1}$, 2003.

4.

(NATIONAL OFFICE)

ACCOUNTING OFFICER'S CERTIFICATE For the Year Ended 31st December, 2002

I, TREVOR W. SMITH, being the Officer responsible for keeping the accounting records of the Construction, Forestry, Mining & Energy Union, Forestry & Furnishing Products Division, certify that as at 31st December, 2002, the number of Members of the Division was 18,222 (2001: 11,716). Refer to Note 7 regarding the increase in membership.

In my opinion:-

- (1) The attached Accounts show a true and fair view of the financial affairs of the Division, as at 31st December, 2002.
- (2) A record has been kept of all moneys paid by or collected from Members, and all moneys so paid or collected have been credited to the appropriate Bank Account in accordance with the Rules of the Division.
- (3) Before any expenditure was incurred by the Division, approval of that expenditure was obtained in accordance with the Rules of the Division.
- (4) In the case of the Accounts prepared in accordance with Sub-Section 273 (1) of the Act, and, in particular, with regard to funds of the Division 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.
- (5) No loans or other financial benefits, other than remuneration in respect of their full-time employment with the Division, were made to persons holding office in the Division.
- The register of Members of the Division was maintained in accordance (6) with the Act.

Signed at Adelaide this 30 day of April , 2003.

TREVOR SMITH

MAJOR, MAY & ASSOCIATES CHARTERED ACCOUNTANTS

CONSTRUCTION, FORESTRY, MINING & ENERGY UNION FORESTRY & FURNISHING PRODUCTS DIVISION

(NATIONAL OFFICE)

AUDITOR'S REPORT TO THE MEMBERS For the year ended 31st December, 2002 66 PROSPECT ROAD PROSPECT SA 5082 PO BOX 110 PROSPECT SA 5082 TELEPHONE 08 8269 5776 FACSIMILE 08 8269 7235

TIM MAJOR ANDREW MAY

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SCOPE

We have audited the Accounts, being the Statement of Financial Position, Statement of Accumulated Funds, Statement of Financial Performance and Notes to and Forming part of the Accounts, of the Construction, Forestry, Mining & Energy Union, Forestry & Furnishing Products Division (National Office), for the year ended 31st December, 2002.

The Divisional Executive are responsible for the preparation and presentation of the Accounts and the information they contain.

We have conducted an independent audit of these Accounts in order to express an opinion on them to the Members of the Division.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the Accounts are free from material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the Accounts, and the evaluation of accounting policies and significant accounting estimates.

These procedures have been undertaken to form an opinion as to whether, in all material respects, the Accounts are presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and statutory requirements so as to present a view of the 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:-

(1) There were kept by the Division in respect of the year ended 31st December, 2002, satisfactory accounting records detailing the sources and nature of the Income of the Division (including Income from Members) and the nature and the purposes of Expenditure.

(NATIONAL OFFICE)

AUDITOR'S REPORT TO THE MEMBERS (cont.) For the year ended 31st December, 2002

AUDIT OPINION (CONT.)

- (2) The attached Accounts and Statements are properly drawn up:-
 - (a) in accordance with Section 273 of the Workplace Relations Act, 1996, as amended;
 - (b) so as to give a true and fair view of;
 - (i) the state of affairs of the Division as at 31st December, 2002; and
 - (ii) the Income and Expenditure and Deficit of the Division for the year ended on that date;
 - (c) in accordance with applicable Accounting Standards.
- (3) We received from the Officers and Employees of the Division all the information and explanations which we required for the purposes of our audit.

MAJOR, MAY & ASSOCIATES Chartered Accountants

ANDREW MAY ACA, BA (Acc) Registered Company Auditor Partner

Signed at Adelaide this 7th day of May

, 2003.

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STATEMENT OF FINANCIAL POSITION As at 31st December, 2002

ACCUMULATED FUNDS	Notes	<u>2002</u> \$	<u>2001</u> \$
Accumulated Surplus		444,263	257,565
TOTAL FUNDS		\$ 444,2 63	\$ 257,565
These Funds are represented by:- CURRENT ASSETS			
Commonwealth Bank Accounts			
Cheque Account		93,775	66,839
Term Deposits - Translation Acc	ount	18,501	18,343
- Long Service Lea		75,529	21,499
- Benevolent Fund		28,062	7,460
- Investment Acco	unt	18,756	18,222
Association of Forest Product W	orkers Account	95	96
Total Cash at Bank		234,718	132,459
Cash on Hand		1,250	1,250
Petty Cash Imprest		200	200
Sustentation Fees in Arrears		58,017	42,7 41
Benevolent Fund Levy in Arrears	5	3,000	3,000
Sustentation Fees Due		135,113	-
Reimbursements Due - W.A. Branch		45,511	45,511
Loan to Victorian Branch		-	20,000
TOTAL CURRENT ASSETS		477,809	245,161
CURRENT LIABILITIES			
Accounts Payable		47,278	(400)
Women's Equity Fees Received in A	dvance	3,000	3,000
Provision for Annual Leave	1(d)	16,834	23,326
Provision for Long Service Leave	1(d)	33,060	25,720
TOTAL CURRENT LIABILITIES		100,172	51,646
NET WORKING CAPITAL		377,637	193,515
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To be read in conjunction with the notes to accounts.

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STATEMENT OF FINANCIAL POSITION (cont.) As at 31st December, 2002

	Notes	<u>2002</u> `\$	<u>2001</u> \$
FIXED ASSETS 20% Equity in Strata Title Units 19 & 20 at Cost	t 6	37,575	37,575
		37,575	37,575
Motor Vehicles at Cost		44,946	50,186
Less : Provision for Depreciation		(17,317)	(25,185)
		27,629	25,001
Office Furniture & Equipment at Cost		38,064	36,110
Less : Provision for Depreciation		(36,642)	(34,636)
		1,422	1,474
TOTAL FIXED ASSETS		66,626	64,050
NET ASSETS		\$ 444,263	\$ 257,565

To be read in conjunction with the notes to accounts.

9.

STATEMENT OF ACCUMULATED FUNDS For the year ended 31st December, 2002

	<u>2002</u>	<u>2001</u>
	\$	\$
Accumulated Funds Brought Forward	257,565	329,499
add Current Year Surplus/(Deficit)	186,698	(71,934)
ACCUMULATED SURPLUS AT 31 DECEMBER	\$ 444,263	\$ 257,565

To be read in conjunction with the notes to accounts.

10.

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(NATIONAL OFFICE)

STATEMENT OF FINANCIAL PERFORMANCE For the year ended 31st December, 2002

	Notes	<u>2002</u>	<u>2001</u>
INCOME		\$	\$
Sustentation Fees from Branches		789,968	482,932
Travel & Accommodation Reimburser	nents	34,267	20,500
FIETS Consulting		30,000	60,000
Interest Received - Benevolent Fund		602	201
Interest Received – General		2,600	5,580
Sundry Income		5,467	4,037
TOTAL INCOME		862,904	573,250
EXPENDITURE			
Advertising		7,250	2,385
Affiliation Fees	3	99 <i>,</i> 068	130,054
Audit & Accountancy Fees		4,100	3,636
Bank Fees, State & Federal Taxes		1,161	1,923
CFMEU National Office		439	476
Child Labour Support Campaign		340	-
Computer Expenses		9,683	5,158
Conference & Travelling Expenses		61,477	60,603
Depreciation		8,033	7,180
Donations		40	757
FPTS Roping In		18,449	-
Fringe Benefits Tax		3,864	8,607
Insurance		1,859	1,717
Legal & Industrial Expenses		3,460	12,985
Light & Power		2,051	388
Meeting Expenses		1,817	585
Motor Vehicle Expenses		6,247	7,276
National Conference		-	8,741
Office Expenses		4,858	4,638
Postage & Freight		2,228	1,705
Printing & Stationery		8,189	7,308
Project Consultancy		10,667	
Publications & Subscriptions		1,577	2,231
Rates & Taxes		1,641	1,661

To be read in conjunction with the notes to accounts.

11.

STATEMENT OF FINANCIAL PERFORMANCE (cont.)

For the year ended 31st December, 2002

Notes	<u>2002</u> \$	<u>2001</u> \$
Salaries & On Costs	Ψ	Ψ
Salaries & Allowances – Officials	237,840	188,390
- Other	68,629	81,475
Superannuation	52,129	43,679
Payroll Tax	19,919	18,467
Workcover	4,832	4,650
Provision for Annual Leave	(6,492)	2,998
Provision for Long Service Leave	7,340	6,187
Total Salaries & On Costs	384,197	345,846
Shirts & Badges	911	-
Strata Title Unit Maintenance	3,336	3,092
Sundry Expenses	631	630
Telephone & Facsimile	28,633	25,602
TOTAL EXPENDITURE	676,206	645,184
OPERATING SURPLUS/(DEFICIT) FOR THE YEAR	\$186,698	\$(71,934)

To be read in conjunction with the notes to accounts.

NOTES TO AND FORMING PART OF THE ACCOUNTS For the year ended 31st December, 2002

Note 1. Accounting Methods

The Accounts are prepared under the Historical Cost Convention on an accruals basis and in accordance with the Accounting Standards jointly issued by the Australian Professional Accounting Bodies. In particular:-

- (a) The Accounts have not been adjusted to reflect changes in the general purchasing power of the dollar or in the prices of specific assets.
- (b) Provision is made for depreciation of Fixed Assets at rates considered appropriate to the useful lives of such assets.
- (c) No provision for Income Tax is necessary as "Trade Unions" are exempt from Income Tax under Section 50.15 of the Income Tax Assessment Act 1997.
- (d) Provision for Employees' Benefits, in the form of Long Service Leave and Annual Leave, has been made on the basis of employees' terms of Employment. Long Service Leave is accrued from the commencement of employment, and on the basis of historical data the total Provision is classified as a current liability.

Note 2. Information to be provided to Members or Registrar

In accordance with the requirements of the Workplace Relations Act, 1996, the attention of Members is drawn to the provisions of Section 274, which read as follows:-

"(1) A Member of an Organisation, or a Registrar, may apply to the Organisation for specified prescribed information in relation to the Organisation.

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

(3) A Registrar may only make an application under Sub-Section (1) at the request of a Member of the Organisation concerned, and the Registrar shall provide to a Member information received because of an application made at the request of the Member."

An Organisation shall not contravene Section 274 (1), (2), and (3). Penalty \$1,000.

NOTES TO AND FORMING PART OF THE ACCOUNTS For the year ended 31st December, 2002 (cont.)

Note 3. Affiliation Fees

	<u>2002</u>	<u>2001</u>
	\$	\$
CFMEU National Office	99,068	100,063
International Federation of		
Building & Wood Workers	-	29,991
-		
	\$ 99,068	\$ 130,054

Note 4. Contingent Liability \$Nil (2001 \$Nil)

The Divisional Executive is not aware of any Contingent Liabilities.

Note 5. Fund Levies Due

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The Benevolent Fund was established several years ago by imposing a levy on each Branch. The levy payable by the Tasmanian Branch for the "Benevolent Fund" remains outstanding.

NOTES TO AND FORMING PART OF THE ACCOUNTS For the year ended 31st December, 2002 (cont.)

Note 6. Valuation of Strata Title Units

The Division's 20% equity in Strata Title Units 19 and 20 is carried in the accounts at cost. The Divisional Executive has reviewed this figure in light of recent insurance and council related valuations, and believe that the carrying value of the Units is appropriate.

Note 7. Merger of FFTS & F&FP

On 1st March, 2002, the CFMEU, Federated Furnishing Trades Society, Union Division, merged its operations nationally with the CFMEU, Forestry & Furnishing Products Division to form the CFMEU, Forestry Furniture Products Division.

As a result of this merger, these accounts for the year ended 31st December 2002 represent the activity of the former F&FP Division, National Office, for the two months ended 28th February 2002, and of the merged body National Office for the remaining ten months of the year.

The comparative information for the year ended 31st December 2001 is for the former F&FP Division National Office.

Audit Summary - National Office 2002

NET ASSETS

CONSTRUCTION, FORESTRY, MINING & ENERGY UNION FORESTRY & FURNISHING PRODUCTS DIVISION (NATIONAL OFFICE)

SUMMARY OF THE FINANCIAL STATEMENTS For the Year Ended 31st December, 2002

The Financial Statements of the Division have been audited in accordance with the provisions of the Workplace Relations Act, 1996, as amended, (the Act), and the following Summary is provided for Members in accordance with Section 279 (2) of the Act.

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An Organisation shall not contravene Section 274 (1), (2) & (3). Penalty \$1,000.

Certificates required to be given under the Act, by the Accounting Officer and the Divisional Executive, have been completed in accordance with the provisions of the Act, and contain no qualifications.

The Auditor's Report on the Accounts did not contain any particulars of any deficiency, failure or shortcoming as referred to in the Act.

CONSTRUCTION, FORESTRY, MINING & ENERGY UNION FORESTRY & FURNISHING PRODUCTS DIVISION (NATIONAL OFFICE)

STATEMENT OF FINANCIAL PERFORMANCE For the year ended 31st December, 2002

	<u>2002</u> \$	<u>2001</u> \$
Income	500.040	100.020
Sustentation Fees from Branches	789,968	482,932
Consulting Fees	30,000	60,000
Sundry Reimbursements	34,267	20,500
Interest - Benevolent Fund	602	201
Interest - Other	2,600	5,580
Other Income	5,467	4,037
TOTAL INCOME	862,904	573,250
Expenditure		
Salaries and On-costs	384,196	345,846
Affiliation Fees	99,068	130,054
Conferences, Travel & Accommodation	60,651	69,344
Other Costs	132,291	99,940
TOTAL EXPENDITURE	676,206	645,184
OPERATING SURPLUS/(DEFICIT)	\$186,698	\$(71,934)
FOR THE YEAR	·	
STATEMENT OF FINANCL As at 31st December		
Accumulated Funds	\$ 444,263	\$ 257,565
Represented by:-	477 000	0.45 1.41
Current Assets	477,809	245,161
Fixed Assets	66,626	64,050
TOTAL ASSETS	544,435	309,211
Less		
Current Liabilities	100,172	51,646
	100,172	51,646
	<u> </u>	

CONSTRUCTION, FORESTRY, MINING & ENERGY UNION FORESTRY & FURNISHING PRODUCTS DIVISION (NATIONAL OFFICE)

TO THE MEMBERS OF THE C.F.M.E.U., FORESTRY & FURNISHING PRODUCTS DIVISION

In our opinion, the Summary of the Financial Statements on page 2 is a fair and accurate summary of the Reports, Accounts and Statements of the Division, for the year ended 31st December, 2002.

The Auditor's Report on the Accounts did not contain any particulars of any deficiency, failure or shortcoming, as referred to in the Act, Sub-Section 276(4). The Organisation will supply, free of charge, a copy of the Reports, Accounts and Statements to any Members who so request.

MAJOR, MAY & ASSOCIATES Chartered Accountants

ANDREW MA Partner Registered Company Auditor

DIVISIONAL EXECUTIVE

\$ 257.565

\$ 444.263

MICHAEL O'CONNOR JANE CALVERT

ACCOUNTING OFFICER

TREVOR SMITH

Signed at Adelaide this 30 day of April, 2003.



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

Mr Trevor Smith National Secretary, FFPD Division CFMEU 3rd Floor, Trades Hall, 11-16 South Terrace ADELAIDE SA 5001

Dear Mr Smith

Re: Lodgement of Financial Statements - FFPD Division for the period ending 31 December 2002 (FR2002/792)

Receipt is acknowledged of the above financial statements which were lodged in the Registry on 19 August 2003.

It is noted that the documents lodged reflect the activity of the former Forestry Division for the two months ended 28 February 2002 and of the merged Forestry and former FFTS Union Divisions for the remaining 10 months to 31 December 2002.

The documents have been filed.

Yours sincerely,

En Kellet

Stephen Kellett for Deputy Industrial Registrar

18 September 2003