



FAIR WORK
COMMISSION

2 July 2013

Mr Michael O'Connor
Divisional Secretary
Forestry, Furnishing, Building Products and Manufacturing Division
Construction, Forestry, Mining and Energy Union
148-152 Miller Street
WEST MELBOURNE VIC 3003

Dear Mr O'Connor,

RE: Lodgement of financial accounts and statements - Construction, Forestry, Mining and Energy Union - Forestry, Furnishing, Building Products and Manufacturing Division - Victorian FFTS Divisional Branch - for year ending 31 December 2012 (FR2012/598)

I refer to the above financial accounts and statements lodged with the Fair Work Commission on 28 June 2013.

I note that the documents represent the final financial report for the Branch which was dissolved effective 31 December 2012.

The documents have been filed.

Yours faithfully,

Stephen Kellett
Regulatory Compliance Branch

**CERTIFICATE BY SECRETARY OR PRESCRIBED
DESIGNATED OFFICER**

S268 Fair Work (Registered Organisations) Act 2009

I, Michael O'Connor prescribed designated officer, certify that the enclosed documents lodged, consisting of the general purpose financial report of the Construction, Forestry, Mining & Energy Union Forestry, Furnishing, Building Products and Manufacturing Division Victoria FFTS Branch for the year ended 31 December 2012.

- are copies of the documents provided to members from 14 May 2013.
- were subsequently presented to a meeting in accordance with section 266, being a meeting of committee of management held on 19 June 2013.



National Secretary
Construction, Forestry, Mining & Energy Union
Forestry, Furnishing, Building Products and Manufacturing Division

Date 28 June 2013

**Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch**

Financial Report

For the Year Ended 31st December 2012

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Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch

OPERATING REPORT

This Operating Report covers the activities of the CFMEU/FFPD Victoria FFTS branch for the financial year ended 31st December 2012, the results of those activities and any significant changes in the nature of those activities during the year.

1. Principal Activities of the Branch

The principle activities of the branch were;

- Representing members in workplace and Industry wide negotiations with employers and employer organisations
- Representing members before Fair Work Australia and other courts and tribunals relevant to workplace issues
- To build, strengthen and maintain a Union that protects and improves the quality of life for workers
- To promote unity and collective action
- Protect and improve workers wages, conditions and rights by achieving the maintenance and improvement of awards and enterprise agreements to improve wages and conditions
- To reform society by working through party political processes to reform the legal and social framework to create social equality
- Reform and improve industry by facilitating the development of structures that enable workers to improve their skills and have them recognised
- Recruitment and provision of members benefits

2. Membership of the Branch

The number of persons that were, at the end of the financial year to which the report relates, recorded in the register of members and who are taken to be members of the branch were 4707.

3. Members Right to Resign

All members of the Union have the right to resign from the Union in accordance with Rule 11 of the Union rules, and Chapter 6 Part 3 Section 174 of Fair Work (Registered Organisations) Act 2009, by providing written notice addressed and delivered to the State Secretary.

4. Members of the Committee of Management

The following persons were members of the Committee of Management;

Mr Leo Skourdombis	Secretary
Mr Frank Vari	Assistant Secretary
Mr Joe Patti	President
Mr Cliff Palmer	Vice President Senior
Mr Damien Cooke	Vice President
Ms Denise Schumacher	Vice President (Affirmative Action)
Mr Les Ford	Trustee
Mr Bruce Ross	Trustee
Mr Alwin Seneviratne	Trustee
Ms Penny Lintzos	(Affirmative Action)
Mr Greg Wheeler	
Mr Jeff Cockerell	
Mr Andrew Vendramini	
Mr Kerry Parker	
Mr Jay Dowd	

5. Superannuation Trustees

Mr Frank Vari is a member of the Committee of Management and is a Trustee and member of the board of Furniture Industry Retirement Superannuation Trust (FIRST).

Mr Frank Vari and Mr Leo Skourdombis are members of the Committee of Management and are also members on the board of The Secure Employee Entitlements Trust (SEET).

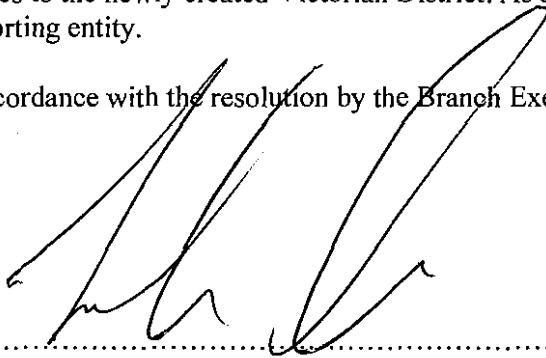
6. Employees of the Branch

As at 31st December 2012, the branch had 14 full time employees and no part time employees throughout the year.

7. Significant Changes

As at 31st December 2012, the branch is dissolved and its members and assets transferred as appropriate under the rules to the newly created Victorian District. As a consequence, the branch ceased to operate as a separate reporting entity.

Signed in accordance with the resolution by the Branch Executive



.....
Frank Vari – Victorian FFPD District Secretary



.....
Leo Skourdombis – Senior National Assistant Secretary

Dated this 27th day of March 2013

Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch

Branch Executive Certificate

On 27th March 2013 the Branch Executive of the CFMEU / Forestry Furniture Building Products & Manufacturing Division, Victoria FFTS Branch, passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31st December 2012:

The Branch Executive declares in relation to the GPFR that in its opinion:

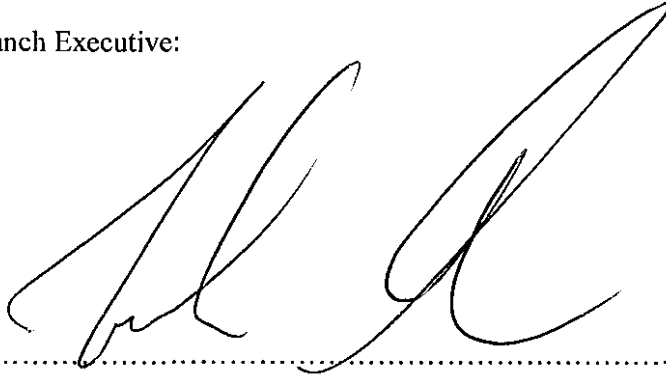
- a. the financial statements and notes comply with the Australian Accounting Standards;
- b. the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- c. the financial statements and notes give a true and fair view of the financial performance, financial 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 kept and maintained in accordance with the rules of the organisation including the rules of the branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the Fair Work (Registered Organisations) Act 2009 and the Fair Work (Registered Organisations) Regulations 2009; 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) no information has been sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the Fair Work (Registered Organisations) Act 2009;
 - (vi) no orders have been made by the Commission under section 273 of the Fair Work (Registered Organisations) Act 2009 during the period.
- 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

**Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch**

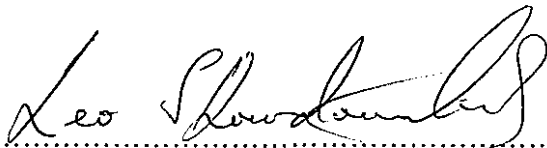
Branch Executive Certificate Continued

- (ii) the Branch Executive caused the auditor to include in the scope of the audit required under subsection 257(1) of the Fair Work (Registered Organisations) Act 2009 all recovery of wages activity by the reporting unit in which revenues had been derived for the full financial year in respect of such activity; and
- (iii) no fees or reimbursement 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 organisation has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for the 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 reimbursement 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 the Branch Executive:



.....
Frank Vari – Victorian FFPD District Secretary



.....
Leo Skourdumbis – Senior National Assistant Secretary

Dated this 27th day of March 2013



INDEPENDENT AUDIT REPORT

To the members of the Construction Forestry Mining and Energy Union – Forestry Furniture Building Products & Manufacturing Division, Victoria FFTS Branch.

SCOPE

I have audited the financial statements, as well as inspecting the accounting records of the Construction Forestry Mining and Energy Union – Forestry Furniture Building Products & Manufacturing Division, Victoria FFTS Branch for the 12 months ended 31st December 2012. The Union's Committee of Management and Secretary are responsible for the preparation and presentation of financial statements and the information they contain therein. I have conducted an independent audit of those financial statements in order to express an opinion on them to the members of the Union and Industrial Relations Commission on their preparation and presentation.

My audit has been conducted in accordance with the Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free from material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with the Fair Work (Registered Organisations) Act 2009, including compliance with Accounting Standards and other mandatory professional reporting requirements in Australia, so as to present a view which is consistent with my understanding of the branch's financial position and its performance as represented by the results of its operations and cash flows.

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

AUDIT OPINION

In my opinion, the accounts of the Construction Forestry Mining and Energy Union - Forestry Furniture Building Products & Manufacturing Division, Victoria FFTS Branch are properly drawn up:

- (a) (i) giving a true and fair view of the branch's financial position as at 31st December 2012 and of its performance and cash flows for the year ended on that date; and
- (ii) complying with Australian Accounting Standards
- (iii) complying with any other requirements imposed by Reporting Guidelines or Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009
- (b) In relation to recovery of wages activity;
 - (i) that the scope of the audit encompassed recovery of wages activity
 - (ii) that the financial statements and notes and recovery of wages activity financial report properly and fairly report all information required by the reporting guidelines of the Industrial Registrar, including;
 - 1. any fees charged to or reimbursement of expenses claimed from members and others for recovery of wages activity and
 - 2. any donations or other contributions deducted from recovery money; and
 - (iii) any other requirements imposed by these reporting guidelines or Part 3 of Chapter 8 of the Fair Work (Registered Organisations) Act 2009

D C DOUGLAS
Registered Company Auditor No. 15038

Dated: 17 April 2013



AUDITORS INDEPENDENCE DECLARATION
Under section 307C of the Corporations Act 2001

To the members of the CFMEU FFPD Victoria FFTS Branch

I declare that, to the best of my knowledge and belief, during the year ended 31st December 2012 there have been:

- (i) No contravention of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit; and
- (ii) No contravention of any applicable code of professional conduct in relation to the audit.

D C DOUGLAS
Registered Company Auditor No. 15038

Dated: 17 April 2013

Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch
Statement of Financial Position
As at 31 December 2012

	Note	2012 \$	2011 \$
CURRENT ASSETS			
Cash	2	-	69,857
Receivables	3	187	350,668
Investments	4	5,068,301	6,420,456
Other	5	286,218	-
TOTAL CURRENT ASSETS		<u>5,354,706</u>	<u>6,840,981</u>
NON-CURRENT ASSETS			
Motor vehicles and Equipment	6	210,901	161,859
TOTAL NON-CURRENT ASSETS		<u>210,901</u>	<u>161,859</u>
TOTAL ASSETS		<u>5,565,607</u>	<u>7,002,840</u>
CURRENT LIABILITIES			
Creditors and Borrowings	7	-	62,590
Provisions	8	165,032	201,815
TOTAL CURRENT LIABILITIES		<u>165,032</u>	<u>264,405</u>
NON-CURRENT LIABILITIES			
Provisions	8	274,218	-
TOTAL NON-CURRENT LIABILITIES		<u>274,218</u>	<u>-</u>
TOTAL LIABILITIES		<u>439,250</u>	<u>264,405</u>
NET ASSETS		<u>5,126,357</u>	<u>6,738,435</u>
MEMBERS FUNDS			
Opening Balance	14	5,581,743	6,737,451
Net Surplus/ (Deficit) for the Year		(455,386)	984
		<u>5,126,357</u>	<u>6,738,435</u>
TOTAL MEMBERS FUNDS		<u>5,126,357</u>	<u>6,738,435</u>

Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch
Statement of Financial Performance
For the Period ended 31 December 2012

	Note	2012 \$	2011 \$
INCOME			
EBA Processing Fees		33,610	12,700
Grants	13	111,450	113,000
Membership Contributions		1,438,943	1,531,294
Sundry Income		177,807	159,278
Interest Received	9	255,445	306,133
Gain / (Loss) on Non Current Assets		(12,907)	(3,948)
		<u>2,004,348</u>	<u>2,118,457</u>
EXPENDITURE			
Affiliation Fees		23,220	26,245
Audit Fees		9,107	10,000
Annual Leave Provided		165,032	-
Bank Charges		2,660	2,265
Computer Software & Expenses		7,324	10,888
Conference Expenses		4,562	9,662
Contributions to Rallies, Training Schemes, Fighting Funds		202,676	-
Depreciation		42,497	44,487
Fringe Benefits Tax		16,585	9,617
General Office and Incidental Expenses		13,241	16,341
Insurance		12,829	14,075
Legal and Other Professional Costs		122,328	158,400
Long Service Leave Provided		137,897	7,911
Motor Vehicle Expenses		49,417	51,230
Newsletter & Website Expenses		13,689	18,128
Organising, Lost Time, Travel & Entertainment		9,636	23,856
Payroll Tax		47,568	46,303
Picnic Day Expenses		26,862	29,045
Postage		11,829	15,001
Printing & Stationery		7,280	12,248
Redundancy		31,708	35,160
Salaries - Employees		698,522	697,099
Salaries - Elected Officials		261,571	268,991
Staff Training & Recruitment Costs		17,571	16,770
Subscriptions & Journals		32	58
Sundry Expenses		9,516	15,251
Superannuation Contributions		159,274	148,685
Sustentation Fees - Divisional Office		282,742	258,978
Telephone and Communications		34,744	39,592
Traveling Expenses		30,881	39,538

Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch
Statement of Financial Performance
For the Period ended 31 December 2012

	Note	2012 \$	2011 \$
Uniforms/Clothing Purchases		6,934	15,698
W.A. and Other Branch Expenses		-	75,951
Total Expenditure		<u>2,459,734</u>	<u>2,117,473</u>
OPERATING SURPLUS/ (DEFICIT) FOR THE YEAR		<u>(455,386)</u>	<u>984</u>
TOTAL SURPLUS/ (DEFICIT) FOR THE YEAR		<u><u>(455,386)</u></u>	<u><u>984</u></u>

Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch
For the Year Ended 31 December 2012
Statement of Cash Flows

	2012	2011
	\$	\$
Cash Flow Information		
1 (a) Reconciliation of Cash flows from Operations:		
Operating Surplus (Deficit)	(455,386)	984
Depreciation & Amortisation	42,497	44,487
Loss on Sale of Property, Motor Vehicles & Equipment	(12,907)	(3,948)
Gain on Sale of Property, Motor Vehicles & Equipment	13,132	-
Movement in Provisions	147,344	(42,574)
Net Cash Inflow from Operating Activities	(265,320)	(1,051)

1 (b) Reconciliation of cash for the purposes of this Statement of Cash Flows Includes:

- i). Cash on hand and in all at Call deposits with Banks or Financial Institutions
- ii). Investments in money market instruments maturing within less than six months.

Cash at End of Year is shown in the Balance Sheet as;

Cash at Bank	-	69,857
Investments	5,068,301	6,420,456
Cash on Hand at End of Financial Year	5,068,301	6,490,313

Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch
Statement of Cash Flows
For the Year Ended 31 December 2012

	Note	2012 \$	2011 \$
Cash Flows from Operating Activities			
Receipts from Members Subscriptions & Other Activities		1,926,846	1,997,899
Interest Received		255,445	306,133
Payments to Suppliers & Employees		(2,447,611)	(2,305,083)
Cash Provided by (Used in) Operating Activities	1(a)	<u>(265,320)</u>	<u>(1,051)</u>
Cash Flows from Investing Activities			
Proceeds from sale of Motor Vehicles, Property, Plant & Equipment		-	15,000
Payment for Freehold Property, Plant & Equipment		-	-
Cash Provided by (Used in) Investment Activities		<u>-</u>	<u>15,000</u>
Cash Flow from Financing Activities			
Diminution of Asset		(1,156,692)	(661,720)
Net Cash Inflow (Used in) Financing Activities		<u>(1,156,692)</u>	<u>(661,720)</u>
Net Increase (Decrease) in Cash Held		(1,422,012)	(647,771)
Cash at Beginning of Year		6,490,313	7,138,084
Cash at End of Financial Year	1(b)	<u>5,068,301</u>	<u>6,490,313</u>

Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch
Notes to the Financial Statements
For the Period ended 31st December 2012

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial report is a general purpose financial report that has been prepared in accordance the Fair Work (Registered Organisations) Act 2009 and applicable Accounting Standards, Urgent Issues Group Consensus Views and other Authoritative Pronouncements of the Australian Accounting Standards Board.

The report is also prepared under the historical cost convention and except where stated does not take into account changing money values or current valuations of non-current assets.

The following specific accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this report;

(a) Employee Benefits

The provision for Annual leave represents expected obligations for employee's services up to the reporting date, it provides for all employees and officials pro rata from the date of employment using current rates of pay.

(b) Depreciation

Depreciation of fixed assets has been calculated using both the Prime Cost and Reducing balance methods, at rates considered adequate to write such assets off over the period of their estimated economic life.

(c) Income Tax

No provision for Income Tax is necessary as the Union is a branch of a Registered Industrial Trade Union that is exempt from Income Tax in accordance with the Income Tax Assessment Act 1997, as amended.

(d) Goods and Services Tax

Revenue, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of acquisition of the Asset or as part of an item of expense. Receivables and payables in the financial statements are shown net of GST.

(e) Impairment of Assets

At each reporting date, a review of the carrying amounts of assets is conducted to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the Impairment loss (if any). If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount.

Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch
Notes to the Financial Statements
For the Period ended 31st December 2012

	2012	2011
	\$	\$
6. MOTOR VEHICLES & EQUIPMENT		
Motor Vehicles & Equipment		
Motor Vehicles	228,688	295,327
Less: Accumulated Depreciation	<u>26,288</u>	<u>143,469</u>
	202,400	151,858
Office Furniture & Equipment	11,000	108,304
Less: Accumulated Depreciation	<u>2,499</u>	<u>98,303</u>
	8,501	10,001
Furniture & Fittings	-	31,208
Less: Accumulated Depreciation	<u>-</u>	<u>31,208</u>
	-	-
Total Motor Vehicles & Equipment	<u>210,901</u>	<u>161,859</u>
Total Motor Vehicles & Equipment	<u><u>210,901</u></u>	<u><u>161,859</u></u>
7. CREDITORS AND BORROWINGS		
Current		
GST Liability	-	21,687
FBT	-	9,136
PAYG Withholding	<u>-</u>	<u>31,767</u>
	<u>-</u>	<u>62,590</u>
8. PROVISIONS		
Current		
Annual/Personal Leave Entitlements	<u>165,032</u>	<u>201,815</u>
	<u><u>165,032</u></u>	<u><u>201,815</u></u>
Non-Current		
Long Service Leave	274,218	-
	<u>274,218</u>	<u>-</u>

Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch
Notes to the Financial Statements
For the Period ended 31st December 2012

	2012	2011
	\$	\$
2. CASH		
Petty Cash	0	500
Cash at Bank - General Fund	0	59,581
Cash at Bank - FFTS Picnic & Miscellaneous Fund	0	4,797
Cash at Bank - Investment a/c	0	4,979
	0	69,857
3. RECEIVABLES		
Current		
Amounts Owing by Divisional Office	-	148,853
Receivables	-	201,815
Refunds – FBT	187	-
	187	350,668
4. INVESTMENTS		
Current		
Commercial Bill No.1	-	1,837,073
Commercial Bill No.2	-	4,583,383
FFTS Special Fund	5,068,301	-
	5,068,301	6,420,456
5. OTHER		
Current		
Monies held at SEET	274,218	-
Prepayments – Rent WA Office	12,000	-
	286,218	-

Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch
Notes to the Financial Statements
For the Period ended 31st December 2012

	2012	2011
	\$	\$
9. INTEREST RECEIVED		
General Account	22	59
Commercial Bill No.1	-	110,792
Commercial Bill No.2	142,930	195,224
Investment Account	1	57
FFTS Picnic & Miscellaneous Fund	-	-
FFTS Special Fund	112,492	-
	255,445	306,133

10. RELATED PARTY TRANSACTIONS

Persons holding executive positions within the Victorian Branch as member of the Committee of Management during the year: -

Mr Joseph Patti	President
Mr Leo Skourdoumbis	Secretary
Mr Frank Vari	Assistant Secretary
Mr Clifford Palmer	Vice President Senior
Mr Damien Cooke	Vice President
Mr Les Ford	Trustee
Mr Alwin Seneviratne	Trustee
Mr Bruce Ross	Trustee

There were no related party transactions throughout the year.

11. CONTINGENT LIABILITY

The details and estimated maximum amounts of contingent Liabilities, classified according to party from whom the contingent liability arises are set out below. The executive is not aware of any circumstance or information which would lead them to believe that these liabilities will crystallise and consequently no provisions are included in the accounts in respect of these matters. In respect of the Victorian Branch, there are no contingent liabilities.

12. INFORMATION TO BE PROVIDED TO MEMBER OR INDUSTRIAL REGISTRAR

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of the members is drawn to the provisions of sub sections (1), (2) and (3) of Section 272 of the Fair Work (Registered Organisations) Regulations 2009 which reads as follows: -

- (1) A member of a reporting unit, or the General Manager, may apply to reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (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 reporting unit.
- (3) A reporting unit must comply with an application made under subsection (1).

Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch
Notes to the Financial Statements
For the Period ended 31st December 2012

13. GRANTS RECEIVED

The branch received a grant of \$ 111,450 from INCOLINK during the 2012 financial year.

14. ADJUSTMENT IMPAIRMENT ON ASSET

An impairment review was performed as at 31 December 2012, to compare the net asset position of the branch (total assets less total liabilities) with the value of the amount of loan/receivables at that date. An impairment loss was identified and adjusted in the change of equity statement. Impairment losses of \$1,156,692 are advances of funds for legal, wages and administrative expenses in prior years and incurred up to the period ending 31st December 2011.

Statement of Changes in Members Equity

	Reserves	Retained Surplus	Total Equity
	\$	\$	\$
As at 1 January 2012	-	6,738,435	6,738,435
Asset Revaluation Reserve	-	-	-
Adjustment Impairment on Asset	-	(1,156,692)	(1,156,692)
As at 31 December 2011	-	5,581,743	5,581,743
Surplus (Deficit) for the Year	-	(455,386)	(455,386)
As at 31 December 2012	-	5,126,357	5,126,357

**Construction Forestry Mining and Energy Union
The Forestry Furniture Building Products & Manufacturing Division
Victoria FFTS Branch**

**Statement of Receipts and Payments for Recovery of Wages Activity
Cash Basis for year ended 31st December 2012**

	Note	2012 \$	2011 \$
Cash assets in respect of recovered money at beginning of year		-	-
Receipts			
Amounts recovered from employers in respect of wages etc	1	-	-
Interest received on recovered money		-	-
Total receipts		-	-
Payments			
Deductions of amounts due in respect of membership for;			
• 12 months or less		-	-
• greater than 12 months		-	-
Deductions of donations or other contributions to accounts or funds of;			
• the reporting unit		-	-
• other reporting unit of the organisation		-	-
• other entity		-	-
Deductions of fees or reimbursements of expenses		-	-
Payments to workers in respect of recovered money		-	-
Total payments		-	-
Cash assets in respect of recovered money at end of year		-	-

Notes;

1. The number of workers to which the moneys recovered relates to is, Nil.
2. No fund was operated for wages recovery activity during the 2012 year.



FAIR WORK
COMMISSION

18 January 2013

Mr Leo Skourdoumbis
No2 FFTS Branch Secretary
Construction, Forestry, Mining and Energy Union - FFPD No. 2 - Victorian FFTS Branch
Sent by email: ffts@ffts.asn.au

Dear Mr Skourdoumbis,

Re: Lodgement of Financial Report - [FR2012/598]
Fair Work (Registered Organisations) Act 2009 (the RO Act)

The financial year of the Construction, Forestry, Mining and Energy Union - FFPD No. 2 - Victorian FFTS Branch (the reporting unit) ended on 31 December 2012.

This is a courtesy letter to remind you of the obligation to prepare and lodge the financial report for the reporting unit by the due date, namely 15 July 2013 (that is the period within 6 months and 14 days of the end of the financial year) under s.268 of the RO Act.

The RO Act sets out a particular chronological order in which financial documents and statements must be prepared, audited, provided to members and presented to a meeting. For your assistance, the attached *Timeline/Planner* summarises these requirements.

Fact sheets regarding financial reporting under the RO Act are provided on the Fair Work Commission website at: [Financial Reporting Fact Sheets](#).

The documents can be emailed to orgs@fwc.gov.au. If it is envisaged that the financial report cannot be lodged by the due date you are requested to contact this office prior to the due date to discuss the issue.

It should be noted that s.268 is a civil penalty provision. Failure to lodge a financial report may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$33,000 for a body corporate and \$6,600 for an individual per contravention) being imposed upon an officer whose conduct led to the contravention and/or your organisation.

Should you seek any clarification in relation to the above, please contact me on (03) 8661 7936 or via email at robert.pfeiffer@fwc.gov.au.

Yours sincerely,

Robert Pfeiffer
Senior Adviser
Regulatory Compliance Branch

TIMELINE/ PLANNER

Financial reporting period ending:	/ /	
Prepare financial statements and Operating Report.		
(a) A Committee of Management Meeting must consider the financial statements, and if satisfied, pass a resolution declaring the various matters required to be included in the Committee of Management Statement.	/ /	As soon as practicable after end of financial year
(b) A # designated officer must sign the Statement which must then be forwarded to the auditor for consideration as part of the General Purpose Financial Report (GPFR).		
Auditor's Report prepared and signed and given to the Reporting Unit - s257	/ /	Within a reasonable time of having received the GPFR (NB: Auditor's report must be dated on or after date of Committee of Management Statement)
Provide full report free of charge to members – s265 The full report includes: <ul style="list-style-type: none"> the General Purpose Financial Report (which includes the Committee of Management Statement); the Auditor's Report; and the Operating Report. 	/ /	(a) if the report is to be presented to a General Meeting (which must be held within 6 months after the end of the financial year), the report must be provided to members 21 days before the General Meeting, or (b) in any other case including where the report is presented to a Committee of Management meeting*, the report must be provided to members within 5 months of end of financial year.
Present full report to:		
(a) General Meeting of Members - s266 (1),(2); OR	/ /	Within 6 months of end of financial year
(b) where the rules of organisation or branch allow* - a Committee of Management meeting - s266 (3)	/ /	Within 6 months of end of financial year
Lodge full report with the Fair Work Commission, together with the #Designated Officer's certificate++ – s268	/ /	Within 14 days of meeting

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

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

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