



AUSTRALIAN INDUSTRIAL REGISTRY

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

Ref: FR2003/684-[105N-NEST]

Ms Lorraine Usher  
District Secretary  
CFMEU - Mining and Energy Division  
NSW Energy District  
PO Box Q1641 - QVB Post Office  
SYDNEY NSW 1230

Dear Ms Usher

**Re: Construction, Forestry, Mining and Energy Union-Mining and Energy Division, NSW Energy District Financial Reporting Obligations under *Workplace Relations Act 1996***

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

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

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

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

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

Yours sincerely

Belinda Penna

E-mail: [belinda.penna@air.gov.au](mailto:belinda.penna@air.gov.au)  
12 January 2004



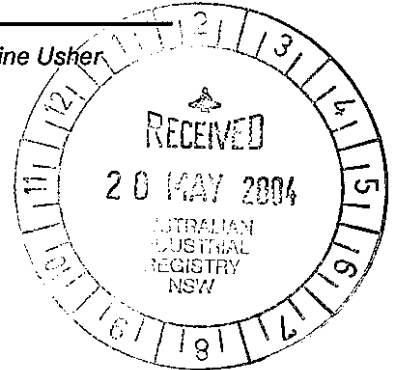
Mining and Energy Division  
**NSW Energy District**

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Level 1 365-375 Sussex Street Sydney 2000  
Postal address PO Box Q1641 QVB Post Office Sydney 1230  
Phone 02 9267 3812 • Fax 02 9267 3198  
email [lusher@cfmeu.com.au](mailto:lusher@cfmeu.com.au)

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President *Allen Drew* • Secretary *Lorraine Usher*



19<sup>th</sup> May, 2004.

Ms Belinda Penna  
Australian Industrial Registry  
Level 8, Terrace Towers  
80 William Street  
EAST SYDNEY NSW 2011

Dear Ms Penna,

**RE: Lodgment of Financial Statements for CFMEU – Mining and Energy Division  
NSW Energy District for the year ended 31<sup>st</sup> December, 2003.**

Reference is made to Mr Godfrey's letter of 30<sup>th</sup> October, 2002 advising that the Union is required to lodge a copy of the summary with the Industrial Registry prior to distribution.

Attached please find a copy of the summary which will be included in the Union's newsletter in June, 2004.

It would be appreciated if you could advise our office by 4<sup>th</sup> June, 2004 if the summary is acceptable.

Yours faithfully,

*of a:* LORRAINE USHER  
State Secretary

Encl.

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## SUMMARY OF THE FINANCIAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2003

The financial report of the Construction Forestry Mining and Energy Union – Mining and Energy Union, New South Wales Energy District ("the Union") have been audited in accordance with the provisions of the Workplace Relations Act 1996 ("the Act"), and the following summary is provided for members in accordance with Section 279 (2) of the Act.

A copy of the Auditors' Report and Financial Report will be supplied free of charge to members who request the same.

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

In accordance with the requirements of the Act, the attention of members is drawn to the provisions of subsections (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 subsection (1) by a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such a manner, and within such time, as prescribed.
- ③ A Registrar may only make an application under subsection (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.

	<b>2003</b>	<b>2002</b>
	\$	\$

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

<b>ACCUMULATED FUNDS</b>	<u>187,936</u>	<u>227,261</u>
Represented by:		
<b>ASSETS</b>		
Cash and Investments	361,903	357,704
Receivables	18,848	21,625
Property, Plant and Equipment	<u>53,258</u>	<u>51,020</u>
<b>TOTAL ASSETS</b>	<u>434,009</u>	<u>430,349</u>
<b>LIABILITIES</b>		
Accounts Payable	130,256	23,472
Interest Bearing Liability	4,966	16,909
Provisions	103,723	155,412
Tax Liability – GST	<u>7,128</u>	<u>7,295</u>
<b>TOTAL LIABILITIES</b>	<u>246,073</u>	<u>203,088</u>
<b>NET ASSETS</b>	<u>187,936</u>	<u>227,261</u>

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

continued

	2003	2002
	\$	\$
<b>STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 DECEMBER 2003</b>		
Contributions	469,782	449,137
Other Income	30,849	17,772
	<u>500,631</u>	<u>466,909</u>
Less: Expenditure	<u>539,955</u>	<u>485,020</u>
<b>NET OPERATING RESULT FOR THE YEAR</b>	<u>(39,324)</u>	<u>(18,111)</u>

**AUDITORS CERTIFICATE**

We certify that the above summary is a fair and accurate view of the financial report of the Construction, Forestry, Mining and Energy Union – Mining and Energy Division, New South Wales Energy District for the year ended 31 December 2003. Our Auditor's Report dated 21<sup>st</sup> April 2004 on the Financial Report, did not contain any particulars of any deficiency, failure or shortcoming as referred to in the Workplace Relations Act 1996.

  
.....  
**DALEY & CO**  
Chartered Accountants

  
.....  
**M L Gleeson**  
Registered Company Auditor

Dated this 21<sup>st</sup> day of April 2004.

Liability limited by the Accountants Scheme, approved under the Professional Standards Act 1994 (NSW)



**Australian Government**

**Australian Industrial Registry**

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

Ms Lorraine Usher  
Branch Secretary  
NSW Energy District Branch  
CFMEU Mining & Energy Division  
PO Box Q1641  
QVB PO SYDNEY NSW 1230

Dear Ms Usher

**Lodgement of Summary Of Financial Statements for the CFMEU Mining & Energy Division,  
New South Wales Energy District Branch for the year ending 31 December 2003  
(FR2003/684)**

Receipt is acknowledged of the abovementioned summary of financial statements and your letter dated 19 May 2004, which were lodged in the Registry on 20 May 2004.

The summary meets the requirements of subsection 279(2) of the *Workplace Relations Act 1996* and has been filed.

We look forward to receiving the full financial documents in due course. Thank you for your attention to this matter.

Yours sincerely,

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

Belinda Penna  
for Deputy Industrial Registrar

25 May 2004



Mining and Energy Division  
**NSW Energy District**

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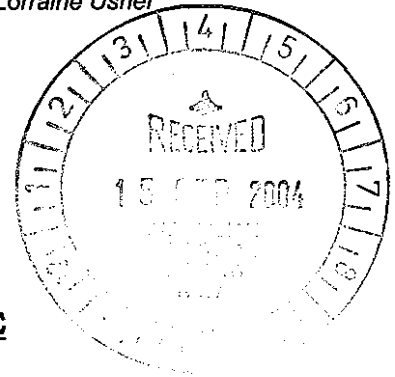
Level 1, 365-375 Sussex Street, Sydney 2000  
Postal address PO Box Q1641 QVB Post Office Sydney 1230  
Phone 02 9267 3812 • Fax 02 9267 3198

Email [lusher@cfmeu.com.au](mailto:lusher@cfmeu.com.au)

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President *Allen Drew* • Secretary *Lorraine Usher*

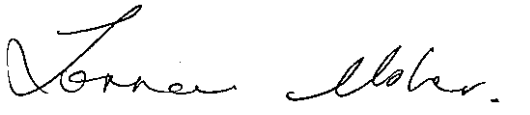
14<sup>th</sup> September, 2004.



**SECRETARY'S CERTIFICATE**

I, LORRAINE USHER, being the Secretary of the NSW Energy District Branch, Mining and Energy Division of the Construction, Forestry, Mining and Energy Union, do hereby state that the attached documents are copies of the reports and audited accounts and financial statements for the year ending on 31<sup>st</sup> day of December, 2003 that were:

- (i) supplied to members free of charge \*/ through the union's newsletter in June/July 2004.
- (ii) presented to the Committee of Management of the NSW Energy Branch of the C.F.M.E.U. on 21<sup>st</sup> April, 2004.
- (iii) re-presented to the Committee of Management on 14<sup>th</sup> September, 2004.

  
.....  
SECRETARY

Encl.

**CONSTRUCTION FORESTRY MINING AND ENERGY UNION  
MINING AND ENERGY DIVISION  
NEW SOUTH WALES ENERGY DISTRICT**

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

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## ACCOUNTING OFFICER'S CERTIFICATE

I, Lorraine Usher, being the Officer responsible for keeping the accounting records of the Construction Forestry Mining and Energy Union – Mining and Energy Division, New South Wales Energy District ("the Union") certify that as at 31 December 2003, the number of financial members of the Union as 1,054

In my opinion,

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



Lorraine Usher

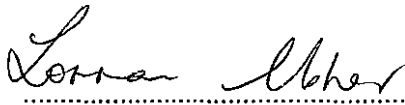
Signed this 21<sup>st</sup> day of April 2004.



## BOARD OF MANagements' CERTIFICATE

We, Lorraine Usher and Allen Drew, being two members of the Board of Management of the Construction Forestry Mining and Energy Union – Mining and Energy Division, New South Wales Energy District ("the Union"), do state on behalf of the Board, and in accordance with a resolution passed by the Board that;

- (i) In the opinion of the Board of Management, the attached financial report shows a true and fair view of the financial affairs of the Union as at 31 December 2003.
- (ii) In the opinion of the Board of Management, meetings of the Committee were held during the year ended 31 December 2003 in accordance with the rules of the Union.
- (iii) To the knowledge of any member of the Board, there have been no instances where records of the Union or other documents (not being documents containing information made available to a member of the Union under sub-section 274(1) of the Workplace Relations Act 1996), or copies of those records or documents, or copies of the rules of the Union, have not been furnished, or made available, to members in accordance with the requirements of the Workplace Relations Act 1996, as amended, the Regulations thereto, or the rules of the Union.
- (iv) The Union has complied with Sections 279 (1) and 279 (6) of the Act in relation to the financial report in respect of the preceding financial year, and the Auditors' Report thereon.



Lorraine Usher



Allen Drew

Signed this 21<sup>st</sup> day of April 2004.

## INDEPENDENT AUDIT REPORT TO THE MEMBERS

### SCOPE

We have audited the financial report comprising the Statement of Financial Performance, Statement of Financial Position, Statement of Cashflows and Notes To The Financial Statement of the Construction Forestry Mining and Energy Union – Mining and Energy Division, New South Wales Energy District ("the Union") for the year ended 31 December 2003. The Union's Board of Management is responsible for the preparation and presentation of the financial report. We have conducted an independent audit of this financial report in order to express an opinion on them to the members of the Union.

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

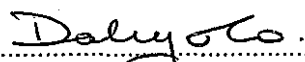
The audit opinion expressed in this report has been formed on the above basis.

### AUDIT OPINION

In our opinion:

- (a) Satisfactory accounting records have been kept by the Union so far as appears from our examination of these books, including:
  - (i) records of the sources and nature of the income of the Union (including income from members); and
  - (ii) records of the nature and purposes of the expenditure of the Union; and
- (b) The financial report required to be prepared under Section 273 of the Workplace Relations Act 1996 have been properly drawn up so as to give a true and fair view of:
  - (i) the financial affairs of the Union as at 31 December 2003; and
  - (ii) the income and expenditure, and result of the Union for the year ended on that date; and
- (c) The financial report has been prepared in accordance with Applicable Accounting Standards and other mandatory professional reporting requirements.

We have where necessary, obtained all the information and explanations which, to the best of our knowledge and belief, were necessary for the purposes of our audit.

  
.....  
**Daley & Co**  
**Chartered Accountants**

  
.....  
**M L Gleeson**  
**Registered Company Auditor**

Signed this 21<sup>st</sup> day of April 2004.

Liability limited by the Accountants Scheme, approved under the Professional Standards Act 1994 (NSW)

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

	NOTES	2003 \$	2002 \$
<b>Revenue from Ordinary Activities</b>	2(a)	<u>515,177</u>	<u>466,909</u>
<b>Expenses from Ordinary Activities</b>			
Salaries, Superannuation and On Costs		287,438	226,639
Sustentation Fees to Central Council		135,135	140,400
Delegate Expenses		28,704	30,852
Depreciation Expense		12,899	15,140
Motor Vehicle Expenses		18,270	14,942
Written Down Value of Assets Sold		18,779	-
Administration Costs		<u>53,276</u>	<u>57,047</u>
		<u>554,501</u>	<u>485,020</u>
<b>Net Loss Attributable to Members</b>	13	<u>(39,324)</u>	<u>(18,111)</u>

The accompanying notes form part of this financial report

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

	NOTES	2003 \$	2002 \$
<b>CURRENT ASSETS</b>			
Cash	3	35,379	40,578
Receivables	4	13,236	15,178
Investment	5	326,524	317,126
Prepayments		5,612	6,447
<b>TOTAL CURRENT ASSETS</b>		<b>380,751</b>	<b>379,329</b>
<b>NON-CURRENT ASSETS</b>			
Plant and Equipment	6	53,258	51,019
<b>TOTAL NON-CURRENT ASSETS</b>		<b>53,258</b>	<b>51,019</b>
<b>TOTAL ASSETS</b>		<b>434,009</b>	<b>430,348</b>
<b>CURRENT LIABILITIES</b>			
Accounts Payable	7	92,259	23,472
Interest Bearing Liability	8	4,966	16,909
Provisions	9	93,720	147,419
Tax Liability – GST		7,128	7,295
<b>TOTAL CURRENT LIABILITIES</b>		<b>198,073</b>	<b>195,095</b>
<b>NON CURRENT LIABILITIES</b>			
Accounts Payable	7	37,997	-
Provisions	9	10,003	7,993
<b>TOTAL NON CURRENT LIABILITIES</b>		<b>48,000</b>	<b>7,993</b>
<b>TOTAL LIABILITIES</b>		<b>246,073</b>	<b>203,088</b>
<b>NET ASSETS</b>		<b>187,936</b>	<b>227,260</b>
<b>ACCUMULATED FUNDS</b>			
Members' Funds	13	187,936	227,260

The accompanying notes form part of this financial report

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

	NOTES	2003 \$	2002 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Contributions Received from Members		526,929	444,185
Interest Received		10,346	13,471
Reimbursement of Expenses		8,846	4,235
Other Receipts		76	66
Payments to Suppliers and Employees		(516,217)	(467,571)
<b>CASH FLOW PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>	12(a)	<u>29,980</u>	<u>(5,614)</u>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Proceeds from Sale of NSW Trades Hall Shares		5,533	-
Proceeds / (Payments) for Investments		(9,398)	11,659
Proceeds from Sale of Property, Plant and Equipment		14,546	-
Payments for Property, Plant and Equipment		(33,917)	(5,575)
<b>CASH FLOW PROVIDED BY (USED IN) INVESTING ACTIVITIES</b>		<u>(23,236)</u>	<u>6,084</u>
<b>NET INCREASE (DECREASE) IN CASH HELD</b>		<b>6,744</b>	<b>470</b>
<b>CASH AT THE BEGINNING OF THE YEAR</b>		<u>23,669</u>	<u>23,199</u>
<b>CASH AT THE END OF THE YEAR</b>	12(b)	<u>30,413</u>	<u>23,669</u>

The accompanying notes form part of this financial report

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

### 1. STATEMENT OF ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with applicable Accounting Standards and the requirements of the Workplace Relations Act, 1996. The financial report has been prepared on the basis of historical cost and does not take into account changing money values, or except where stated, current valuations of non-current assets. The accounting policies adopted have been consistently applied, unless otherwise stated.

The following is a summary of the significant accounting policies adopted by the Union in the preparation of the financial report:

(a) EMPLOYEE BENEFITS

Provision is made in respect of the Union's liability for annual leave and long service leave arising from services rendered by officers and employees to balance date. Long service leave is accrued in respect of all officers and employees with more than 5 years service. Related on-costs are included in these provisions.

Contributions are made to employee superannuation funds and are charged as expenses when incurred.

(b) INCOME TAX

No provision for income tax is necessary as the Union (being a registered Industrial Trade Union) is exempt from tax under S23(f) of the Income Tax Assessment Act.

(c) COMPARATIVE FIGURES

Where required, comparative figures have been adjusted to conform to changes in presentation in the current financial year.

(d) PROPERTY, PLANT AND EQUIPMENT

The Union has continued to apply the cost basis for measuring its fixed assets. Property, plant and equipment are measured on the cost basis. The carrying amount of property, plant and equipment is reviewed periodically to ensure it is not in excess of the recoverable amount from these 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 their present values in determining recoverable amounts.

The depreciable amount of all fixed assets including buildings and capitalised leased assets, but excluding freehold land, is depreciated over their useful lives to the Union commencing from the time the asset is held ready for use. Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvement.

The depreciation rates used for each class of depreciable assets are:

<i>Class of Fixed Asset</i>	<i>Depreciation Rate</i>
	%
Buildings	2.50
Leasehold Improvements	20.00
Office Furniture and Equipment	7.50 to 33.00
Plant and Equipment	7.50 to 33.00
Motor Vehicles	22.50

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

Continued

	2003	2002
	\$	\$
<b>2. OPERATING PROFIT FROM ORDINARY ACTIVITIES</b>		
Profit from ordinary activities is arrived at after taking into account:		
<b>(a) Revenue</b>		
<i>Operating Activities</i>		
Contributions and Levies	469,782	449,137
Interest Received	16,394	13,471
Other Income	8,922	4,301
	<u>495,098</u>	<u>466,909</u>
<i>Non Operating Activities</i>		
Proceeds from Sale of Shares	5,533	-
Proceeds from Sale of Assets	14,546	-
	<u>515,177</u>	<u>466,909</u>
<b>(b) Expenses</b>		
Depreciation of Non Current Assets		
Motor Vehicles	10,503	13,493
Office Equipment	2,396	1,647
Total Depreciation	<u>12,899</u>	<u>15,140</u>
Movements in Employee Benefits	(51,689)	19,947
Transfer of Entitlements to National Office	108,372	-
Written Down Value of Assets Sold	18,779	-
Remuneration of Auditors		
- Auditing of Financial Report	3,500	4,000
- Other Services	2,311	4,690
<b>3. CASH</b>		
Cash on Hand	300	300
Cash at Bank		
• Annual and Long Service Leave Account	35,079	40,278
	<u>35,379</u>	<u>40,578</u>

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

Continued

	2003	2002
	\$	\$
<b>4. RECEIVABLES</b>		
<b>Current</b>		
Contributions Receivable	6,206	14,196
Accrued Interest	7,030	982
	<u>13,236</u>	<u>15,178</u>
<b>5. INVESTMENT</b>		
<b>Current</b>		
Term Deposit	<u>326,524</u>	<u>317,126</u>
<b>6. PROPERTY, PLANT AND EQUIPMENT</b>		
<b>Furniture, Fittings and Equipment</b>		
• At Cost	14,396	12,574
• Accumulated Depreciation	<u>(10,428)</u>	<u>(8,032)</u>
	<u>3,968</u>	<u>4,542</u>
<b>Motor Vehicles</b>		
• At Cost	66,283	64,445
• Accumulated Depreciation	<u>(16,993)</u>	<u>(17,968)</u>
	<u>49,290</u>	<u>46,477</u>
<b>TOTAL PROPERTY, PLANT AND EQUIPMENT</b>	<u>53,258</u>	<u>51,019</u>

**Movements In Carrying Amounts**

Movements in the carrying amounts (written down values) for each class of property, plant and equipment between the start and end of the current financial year.

	FURNITURE, FITTINGS & EQUIPMENT	MOTOR VEHICLES	TOTAL
	\$	\$	\$
Balance at Start of Year	4,542	46,477	51,019
Additions	1,822	32,095	33,917
Disposals – Assets	-	(30,257)	(30,257)
Amort/Depreciation Expense	(2,396)	(10,503)	(12,899)
Disposals – Accum Dep'n	-	11,478	11,478
Balance at End of Year	<u>3,968</u>	<u>49,290</u>	<u>53,258</u>



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

Continued

	2003	2002
	\$	\$
<b>7. ACCOUNTS PAYABLE</b>		
<b>Current</b>		
Trade Creditors and Accruals	<u>92,259</u>	<u>23,472</u>
<b>Non Current</b>		
Trade Creditors and Accruals	<u>37,997</u>	<u>-</u>
TOTAL ACCOUNTS PAYABLE	<u>130,256</u>	<u>23,472</u>
<b>8. INTEREST BEARING LIABILITY</b>		
Bank Overdraft	<u>4,966</u>	<u>16,909</u>
<b>9. Provisions</b>		
<b>Current</b>		
<b>Employee Benefits:</b>		
Annual Leave	93,720	77,861
Long Service Leave	-	69,558
	<u>93,720</u>	<u>147,419</u>
<b>Non Current</b>		
<b>Employee Benefits</b>		
Long Service Leave	<u>10,003</u>	<u>7,993</u>
TOTAL PROVISIONS	<u>103,723</u>	<u>155,412</u>
Number of Employees at Balance Date	<u>3</u>	<u>3</u>
<b>10. SALARIES</b>		
The following analysis of salaries paid during the year ended 31 December 2003 is given in compliance with the requirements of the Workplace Relations Act, 1996.		
Paid to Office Holders	147,849	132,341
Paid to Employees	39,488	36,596
	<u>187,337</u>	<u>168,937</u>

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

Continued

	2003	2002
	\$	\$
<b>11. LEGAL AND PROFESSIONAL FEES &amp; EXPENSES</b>		
Amounts received, or due and receivable, by the auditors for:		
• Auditing	3,500	4,000
• Other Services	2,311	4,690
	<u>5,811</u>	<u>8,690</u>
Legal Expenses		
• Transcript Reporting Service	455	679
• Other Services	2,853	1,953
	<u>3,308</u>	<u>2,632</u>
	<u>9,119</u>	<u>11,322</u>
<b>12. RECONCILIATION OF CASH FLOW FROM OPERATIONS WITH NET RESULT</b>		
<b>(A) RECONCILIATION OF NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES TO OPERATING RESULT</b>		
Operating Result from Ordinary Activities	(39,324)	(18,111)
<b>Non-Cash Flows in Net Operating Result</b>		
Provision for Annual Leave	15,859	8,193
Depreciation	12,899	15,140
Provision for Long Service Leave	(67,548)	11,754
Profit on Sale of NSW Trades Hall Shares	(5,533)	-
Loss on Disposal of Property, Plant and Equipment	4,233	-
<b>Changes in Assets and Liabilities</b>		
(Increase) in Accrued Interest	(6,048)	(33)
(Increase) / Decrease in Accounts Receivable	7,990	(4,919)
(Increase) / Decrease in Prepayments	835	(5,647)
Increase / (Decrease) in Tax Liability	(167)	3,061
(Decrease) in Other Provisions	-	(10,124)
Increase / (Decrease) in Accounts Payable	106,784	(4,928)
<b>NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>	<u>29,980</u>	<u>(5,614)</u>
<b>(B) Reconciliation of Cash</b>		
Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to items in the Statement of Financial Position as follows:		
Cash	35,379	40,578
Bank Overdraft [Note 8]	(4,966)	(16,909)
	<u>30,413</u>	<u>23,669</u>

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

Continued

	2003	2002
	\$	\$
<b>13. Accumulated Funds</b>		
Balance at Start of Year	227,260	245,371
Subtract: Net Loss Attributable to Members	(39,324)	(18,111)
Balance at End of Year	<u>187,936</u>	<u>227,260</u>

**14. SPECIFIED INFORMATION**

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

Section 274

- 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 subsection (1) by a member of the organisation or a Registrar, made the specified information available to the member or Registrar in such a manner, and within such time, as prescribed.
- ③ A Registrar may only make an application under subsection (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.

**15. RELATED PARTY INFORMATION**

**MEMBERS OF THE BOARD OF MANAGEMENT**

Persons holding positions within the Union and as members of the Board of Management during the year:

**DISTRICT EXECUTIVES**

- Mr A Drew (District President)
- Mr R Fuller (Vice President)
- Mr W Devecchis (Vice President)
- Mr P McGuire (Vice President)
- Ms L Usher (District Secretary)

**DISTRICT BRANCH COUNCILORS**

- Mr L Gleeson
- Mr P Fisher
- Mr G O'Connell
- Mr S Palfrey
- Mr N Bell
- Mr G Sellers
- Mr L Brydson
- Mr O Guerra
- Mr M McGrath
- Mr B Brown

## DISCLAIMER ON ADDITIONAL FINANCIAL INFORMATION

The additional financial information presented on pages 14 and 15 are in accordance with the books and records of the Construction Forestry Mining and Energy Union – Mining and Energy Union, New South Wales Energy District ("the Union"), which have been subjected to the auditing procedures applied in our statutory audit of the company for the year ended 31 December 2003. It will be appreciated that our statutory audit did not cover all details of the additional financial information. Accordingly, we do not express an opinion on such financial information and no warranty of accuracy or reliability is given.

In accordance with our firm policy, we advise that neither the firm nor any member or employee of the firm undertakes responsibility arising in any way whatsoever to any person (other than the Union) in respect of such information, including any errors or omissions therein, arising through negligence or otherwise however caused.

.....  
**Daley & Co**  
**Chartered Accountants**  
**Wollongong NSW 2500**

Signed this 21<sup>st</sup> day of April 2004.

The liability of Daley & Co is limited by, and to the extent of, the Accountants' Scheme under the Professional Standards Act 1994 (NSW)

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

	NOTES	2003 \$	2002 \$
<b>INCOME</b>			
Contributions		469,782	449,137
Interest		16,394	13,471
Reimbursements:			
• Officer's Salaries (Central Council Meetings)		8,846	4,235
Sundry Income		76	66
<b>TOTAL INCOME</b>		<b>495,098</b>	<b>466,909</b>
<b>EXPENDITURE</b>			
Affiliation Fees		1,708	5,048
Accrued Annual Leave [Increase in Provision]		15,859	8,193
Bank Charges		460	431
Computer Expenses		260	1,422
Delegates' Lost Time, Allowances and Expenses		18,391	18,385
Donations		2,000	-
Depreciation		12,899	15,140
Fringe Benefits Tax		3,650	2,897
Functions		1,206	191
Funeral Benefits		150	-
Insurance		783	1,748
Legal and Professional Fees	11	9,119	11,322
Long Service Leave [Increase in Provision]		6,629	11,754
Loss on Disposal of Fixed Assets		4,233	-
Motor Vehicle Expenses		18,270	14,942
Officers' and Delegates Travel Expenses		10,313	12,467
Payroll Tax		12,232	11,265
Postage		91	23
Printing and Stationery		1,857	2,140
Redundancy Entitlements		8,803	6,742
Rent – Office		17,200	17,133
Salaries			
• Officers	10	147,849	132,341
• Office Staff	10	39,488	36,596
Sundries		3,549	2,444
Superannuation		18,103	16,851
Sustentation Fees to Central Council		135,135	140,400
Telephone		14,893	15,145
<b>TOTAL EXPENDITURE</b>		<b>505,130</b>	<b>485,020</b>
<b>OPERATING RESULT BEFORE NON-RECURRING ITEMS</b>		<b>(10,032)</b>	<b>(18,111)</b>

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

	NOTES	2003 \$	2002 \$
<b>EXPENDITURE</b>			
<i>continued</i>			
<b>NON RECURRING ITEMS</b>			
Profit on Sale of NSW Trades Hall Shares		5,533	-
Long Service Leave Transferred to National Office		(34,195)	-
Prior Years Redundancy Entitlements		(630)	-
		<u>(29,292)</u>	<u>-</u>
<b>OPERATING RESULT FOR THE YEAR</b>		<u>(39,324)</u>	<u>(18,111)</u>

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

The financial report of the Construction Forestry Mining and Energy Union – Mining and Energy Union, New South Wales Energy District ("the Union") have been audited in accordance with the provisions of the Workplace Relations Act 1996 ("the Act"), and the following summary is provided for members in accordance with Section 279 (2) of the Act.

A copy of the Auditors' Report and Financial Report will be supplied free of charge to members who request the same.

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

In accordance with the requirements of the Act, the attention of members is drawn to the provisions of subsections (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 subsection (1) by a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such a manner, and within such time, as prescribed.
- ③ A Registrar may only make an application under subsection (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.

<b>2003</b>	<b>2002</b>
\$	\$

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

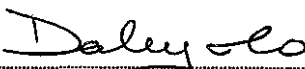
<b>ACCUMULATED FUNDS</b>	<b>187,936</b>	<b>227,261</b>
Represented by:		
<b>ASSETS</b>		
Cash and Investments	361,903	357,704
Receivables	18,848	21,625
Property, Plant and Equipment	53,258	51,020
<b>TOTAL ASSETS</b>	<b>434,009</b>	<b>430,349</b>
<b>LIABILITIES</b>		
Accounts Payable	130,256	23,472
Interest Bearing Liability	4,966	16,909
Provisions	103,723	155,412
Tax Liability – GST	7,128	7,295
<b>TOTAL LIABILITIES</b>	<b>246,073</b>	<b>203,088</b>
<b>NET ASSETS</b>	<b>187,936</b>	<b>227,261</b>


**SUMMARY OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2003**  
continued

	2003	2002
	\$	\$
<b>STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 DECEMBER 2003</b>		
Contributions	469,782	449,137
Other Income	30,849	17,772
	<u>500,631</u>	<u>466,909</u>
Less: Expenditure	539,955	485,020
<b>NET OPERATING RESULT FOR THE YEAR</b>	<u>(39,324)</u>	<u>(18,111)</u>

**AUDITORS CERTIFICATE**

We certify that the above summary is a fair and accurate view of the financial report of the Construction, Forestry, Mining and Energy Union – Mining and Energy Division, New South Wales Energy District for the year ended 31 December 2003. Our Auditor's Report dated 21<sup>st</sup> April 2004 on the Financial Report, did not contain any particulars of any deficiency, failure or shortcoming as referred to in the Workplace Relations Act 1996.

  
.....  
**DALEY & CO**  
Chartered Accountants

  
.....  
**M L Gleeson**  
Registered Company Auditor

Dated this 21<sup>st</sup> day of April 2004.

Liability limited by the Accountants Scheme, approved under the Professional Standards Act 1994 (NSW)





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

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

Ms Lorraine Usher  
District Branch Secretary  
CFMEU Mining & Energy Division  
NSW Energy District  
PO Box Q1641  
QVB PO SYDNEY NSW 1230

Dear Ms Usher

**Re: Lodgement of the Financial Statements and Accounts for the CFMEU Mining & Energy Division, NSW Energy District Branch for the year ending 31 December 2003 (FR2003/684)**

Receipt is acknowledged of the abovementioned financial documents, which were lodged in the Registry on 15 September 2004.

Loans, Grants and Donations

I note that the Income and Expenditure Statement lists an amount of \$2,000 as "Donations". I would like to remind you that if any individual donation exceeds \$1,000 you are required to lodge particulars of such donations, pursuant to section 269 of the *Workplace Relations Act*.

The relevant particulars required about each of these donations are:

- the amount of each donation
- the purpose for which each was made
- the name and address of the person to whom each amount was paid, unless the donation was made to relieve severe financial hardship - see s269(5)(c).

I have enclosed a copy of s269 for your information. Please note that should you lodge a statement pursuant to s269, the statement will be placed on a file that is not for public viewing, except by members of your organisation.

Thank you for your attention to this matter. The documents have been filed, and may be viewed on the internet at [www.e-airc.gov.au/105nnest/financial](http://www.e-airc.gov.au/105nnest/financial).

I would like to take this opportunity to remind you that information about the new financial reporting obligations under the Registration and Accountability of Organisations Schedule (Schedule 1B to the *Workplace Relations Act 1996*) which now apply to your organisation can be found at [www.airc.gov.au/fact\\_sheets/factsheets.html](http://www.airc.gov.au/fact_sheets/factsheets.html).

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Belinda Penna'.

Belinda Penna  
for Deputy Industrial Registrar

22 September 2004

## 269 Organisations to notify particulars of loans, grants and donations

- (1) An organisation shall, as soon as practicable after the end of each financial year, lodge in the Industrial Registry a statement showing the relevant particulars in relation to each loan, grant or donation of an amount exceeding \$1,000 made by the organisation during the financial year.
- (2) A statement lodged in the Industrial Registry under subsection (1) shall be signed by an officer of the organisation.
- (3) A statement lodged in the Industrial Registry under subsection (1) may be inspected at any registry, during office hours, by a member of the organisation concerned.
- (4) The relevant particulars, in relation to a loan made by an organisation, are:
  - (a) the amount of the loan;
  - (b) the purpose for which the loan was required;
  - (c) the security given in relation to the loan; and
  - (d) except where the loan was made to relieve a member of the organisation, or a dependant of a member of the organisation, from severe financial hardship—the name and address of the person to whom the loan was made and the arrangements made for the repayment of the loan.
- (5) **The relevant particulars, in relation to a grant or donation made by an organisation, are:**
  - (a) the amount of the grant or donation;**
  - (b) the purpose for which the grant or donation was made; and**
  - (c) except where the grant or donation was made to relieve a member of the organisation, or a dependant of a member of the organisation, from severe financial hardship—the name and address of the person to whom the grant or donation was made.**
- (6) Where an organisation is divided into branches:
  - (a) this section applies in relation to the organisation as if loans, grants or donations made by a branch of the organisation were not made by the organisation; and
  - (b) this section applies in relation to each of the branches as if the branch were itself an organisation.
- (7) For the purposes of the application of this section in accordance with subsection (6) in relation to a branch of an organisation, the members of the organisation constituting the branch shall be taken to be members of the branch.