



CONSTRUCTION  
FORESTRY  
MINING  
ENERGY  
UNION



FORESTRY & FOREST  
PRODUCTS DIVISION

Pulp & Paper  
Workers' Branch  
1st FLOOR  
500 SWANSTON STREET  
CARLTON SOUTH  
VICTORIA 3053  
PH: (03) 349 2488  
FAX: (03) 349 2580

**ALBURY  
SUB-BRANCH**

SECRETARY:  
GREG GODDE

P.O. BOX 30  
CULCAIRN NSW  
2660

Robin Godfrey  
Australian Industrial Registry  
Level 8, Terrace Towers  
80 William Street  
East Sydney, NSW 2011

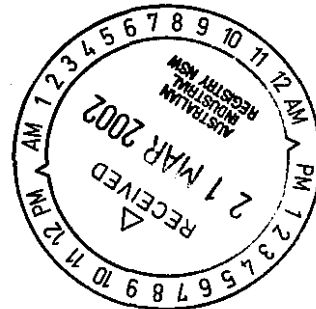
Dear Robin,

Enclosed is the Audit report for 2001 of the CFMEU, Forestry and Forest  
Products Division, Pulp & Paper Workers' Branch, Albury Sub Branch.

Yours sincerely

Greg Godde  
Secretary  
Albury Sub Branch

18 MAR '02



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## ACCOUNTING OFFICER'S CERTIFICATE

I, Greg Godde being the Officer responsible for keeping the accounting records of the Construction, Forestry, Mining and Energy Union, Forestry and Forest Products Division, Pulp and Paper Workers' Branch, Albury Sub Branch, certify that as at 31 December 2001 the number of members of the organisation was six.

In my opinion,

- (i) The attached accounts show a true and fair view of the financial affairs of the organisation as at 31 December 2001;
- (ii) 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 bank account to which those moneys are to be credited, in accordance with the rules of the organisation;
- (iii) Before any expenditure was incurred by the organisation, approval of the incurring of the expenditure was obtained in accordance with the rules of the organisation;
- (iv) With regard to funds of the organisation 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 organisation, were made to persons holding office in the organisation;
- (vi) The register of the members of the organisation was maintained in accordance with the Act.



Greg Godde

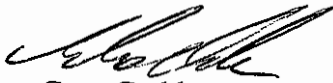
Secretary / treasurer

Wednesday, February 13, 2002

## SECRETARY'S CERTIFICATE

I, Greg Godde certify that the enclosed copies of the Auditor's Report, accounts and statements of the CFMEU, Forestry and Forest Products Division, Pulp and Paper Workers' Branch, Albury Sub Branch are copies of the documents that were presented to an extra ordinary meeting of members held on

Yours faithfully




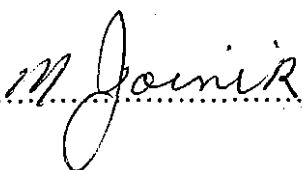
Greg Godde  
Secretary / treasurer

## COMMITTEE OF MANAGEMENT CERTIFICATE

We, Greg Godde and Merv Joiner, being two members of the Committee of Management of the, CFMEU, Forestry and Forest Products Division, Pulp and Paper Workers' Branch, Albury Sub Branch, do state on behalf on behalf of the committee and in accordance with a resolution passed by the Committee, that:

- (i) In the opinion of the Committee of Management, the attached accounts show a true and fair view of the financial affairs of the organisation as at 31 December 2001;
- (ii) In the opinion of the Committee of Management, meetings of the Committee were held during the year ended 31 December 2001 in accordance with the rules of the organisation;
- (iii) To the knowledge of any member of the Committee, there have been no instances where records of the organisation or other documents(not being documents containing information made available to a member of the organisation under sub-section 274(2) of the Workplace Relations Act 1996) or copies of those records or documents, or copies of the rules of the organisation, have not been furnished or made available to members in accordance with the requirements of the Workplace Relations Act 1996, the regulations thereto, or the rules of the organisation; and
- (iv) The organisation has complied with sub-section 279(1) and (6) of the Act in relation to the financial accounts in respect of the immediately preceding year and the auditor's report thereon.

  
.....

  
.....

Wednesday, February 6, 2002

# INCOME 2001

# EXPENDITURE 2001

DATE	PARTICULARS	AMOUNT	BANKED	DATE	CHEQ. NO.	PARTICULARS	AMOUNT	TOTAL
						JAN 2001		
8 JAN '01	CONTRIBUTIONS	132.00	132.00	JAN '01		FED	.12	.12
				JAN '01	0000 24	AUSTRALIAN TAX OFFICE	15.00	15.00
						FEB 2001		
8 FEB '01	CONTRIBUTIONS	132.00	132.00	FEB '01		FID	.07	.07
				FEB '01		GDT	.70	.70
						MAR 2001		
8 MAR '01	CONTRIBUTIONS	132.00	132.00	MAR '01		FID	.07	.07
				MAR '01		GDT	.30	.30
				MAR '01	0000 25	D.G. SKINNER + ASSOC	214.50	214.50
				MAR '01	0000 26	CFMEU - FEDERAL OFFICE	277.20	277.20
						APR 2001		
9 APR '01	Contributions	132.00	132.00	APR '01		FID	.07	.07
				APR '01		GDT	.70	.70
				APR '01	0000 21	AUSTRALIAN TAX OFFICE	16.00	16.00
						MAY 2001		
8 MAY '01	CONTRIBUTIONS	132.00	132.00	MAY '01		FID	.07	.07
				MAY '01		GDT	1.00	1.00
				MAY '01	0000 28	COMMERCIAL CLUB AUSTRALIA	50.00	50.00
						JUN 2001		
1 JUN '01	INTEREST	1.86	1.86	JUN '01		FID	.07	.07
8 JUN '01	CONTRIBUTIONS	198.00	198.00	JUN '01		GDT	.30	.30
				JUN '01	0000 29	G. Goods - Expenses Mels.	260.00	260.00
				JUN '01	0000 30	CFMEU - FEDERAL OFFICE	277.20	277.20
							1113.37	
TOTAL THIS PERIOD		859.86				BALANCE FROM PREVIOUS PERIOD	1272.54	
						INCOME THIS PERIOD	859.86	
						SUB TOTAL	2132.40	
						LESS EXPENDITURE	1113.37	

# INCOME 2001

# EXPENDITURE 2001

DATE	PARTICULARS	AMOUNT	BANKED	DATE	CHRG. NO.	PARTICULARS	AMOUNT	TOTAL	
JUL 2001				JUL 2001					
9 JUL '01	CONTRIBUTIONS	132.00	132.00	2 JUL '01		FID	.11	.11	
				2 JUL '01		GDT	.70	.70	
AUG 2001				AUG 2001					
8 AUG '01	CONTRIBUTIONS	132.00	132.00	7 AUG '01	0000 31	AUSTRALIAN TAX OFFICE	16.00	16.00	
SEP 2001				SEP 2001					
10 SEP '01	CONTRIBUTIONS	132.00	132.00	3 SEP '01		GDT	1.00	1.00	
				28 SEP '01	0000 32	CFMEX - FED OFFICE - CAPITA FEES	227.70	227.00	
				28 SEP '01	0000 33	CFMEX - FED OFFICE - MONTHLY PAYMENT	9.90	9.90	
OCT 2001				OCT 2001					
5 OCT '01	CONTRIBUTIONS	132.00	132.00	22 OCT '01	0000 34	ATO - GST PAYMENT	15.00	15.00	
NOV 2001				NOV 2001					
8 NOV '01	CONTRIBUTIONS	132.00	132.00	1 NOV '01		GDT	1.30	1.30	
DEC 2001				DEC 2001					
10 DEC '01	CONTRIBUTIONS	198.00	198.00	27 DEC '01	0000 35	CFMEX - FEDERAL OFFICE - Posters	20.00	20.00	
3 DEC '01	INTEREST	.35	.35	27 DEC '01	0000 36	CFMEX - FEDERAL OFFICE - PER CAPITA PAYMENT	265.65	265.65	
				27 DEC '01	0000 37	CFMEX - FEDERAL OFFICE - MONTHLY PAYMENT	11.55	11.55	
TOTAL THIS PERIOD		858.35						568.91	
							BALANCE FROM PREVIOUS PERIOD	1019.03	
							INCOME THIS PERIOD	858.35	
							SUB TOTAL	1877.38	
							LESS EXPENDITURE	568.91	
							TOTAL	1308.47	
							UNPRESENTED CATEGORIES	297.20	
								1605.67	

AGM  
CFMEU – ALBURY SUB BRANCH  
WEDNESDAY 6 MAR '02  
Learning & Research Centre – Norske Skog

Meeting opened: 0815 hr

Present: Max Hamilton, Greg Godde, Phil Boyd, Noel Johnston, Lee Churches, Merv Joiner, John DeVreeze, Lloyd Bell-Chambers, Stephen McDonell, Paul Graham, Terry Heffernan, Tim Woods (Federal Office).

Apologies: Peter Norris, Greg Williamson, Robert Brown.

Agenda:       Welcome to new members  
                  Minutes of previous meeting  
                  Audit report  
                  Financial report  
                  Report from Tim Woods (Federal Office)  
                  General business

1.       Minutes of the previous meeting were presented.  
          Max Hamilton moved that these minutes be accepted as a true and accurate report.  
          Second Phil Boyd.
2.       The Audit Report for 2001 previously distributed and was discussed. There being no  
          business arising from the report John DeVreeze moved that the Audit report be  
          accepted. Second Noel Johnston.
3.       The current financial report was presented.  
          The cheque account balance as of 31 Dec '01 as per the Audit.  
          Merv Joiner moved that the report be accepted. Second Noel Johnston.
4.       Tim Woods informed the members of the following items of interest: -  
          CFMEU Pulp & Paper Sub-Branch and Federal Office operating structure  
          Union training within the organisation – Shop Stewart training is to be held on site  
          and Greg Godde is to arrange with the members, two training sessions to cater for all  
          members and report back to Tim Woods with the dates.  
          Boyer EBA that has just been agreed to, which was not a good result for the  
          members.  
          Job Development – Tim reminded the members that job development was to be able  
          to gain more skills and improve upon their current competencies in the workplace.  
          No changes take place in the workplace unless all the members agree to the changes.  
          All consultations and negotiations must go through the Secretary or his representative  
          and then discussed at a meeting with the members before any decisions are made.  
          Greg Godde asked for any members that wished to be part of the Job Development  
          investigation team as it would be an advantage to have more than 1 person to allow as  
          this would allow for when people are absent. Members who nominated are John  
          DeVreeze, Noel Johnston & Stephen McDonell.  
          Tim also informed the members that some Union training will be conducted in  
          Melbourne in June and one position was available for someone to attend from the  
          Albury Sub-Branch. More information will be forth coming.

5.

General Business:

With the current Norske Skog Operating Standards being developed across the site, this will involve some of the operators to go off site on one of their Day Shifts to write them up.

John DeVreeze inquired into the hearing tests & CPR that have now been added to the OH&S data base competencies and who approached the workforce to have these added.

The question was asked about the bag searches that have been taking place and if the staff were having their bags searched as well as the award employees. It has been determined that the staff did have their bags search before it was put onto the award employees.

John DeVreeze raised the question of the format for the Steamplant Team meeting and suggested that timings be rearranged to better suit the Night Shift people so they are not staying back for too long. After some discussion it was agreed that the team meetings will start at 6.30am and the operators will hold this meeting till 8.00am then invite the management to put forward their issues till 8.30am.

Greg Godde informed the members that due to an over sight by the company, a payment for 6 hours per year for Leisure Leave has not been paid for the last 5 years, this will be paid in the second pay period in April. A total of 30 hours will be paid at 34 hours at the rate as of 31 Dec '01 and 6 hours at the rate as of 1 Jan '02.


Greg Godde informed the members that the cost of the refreshments from the canteen was \$20.80 for today's meeting and moved that the sub - branch meet this cost.

Second John DeVreeze.

Carried

Greg Godde thanked Tim Woods for being present at the meeting and for his report on current issues and the assistance the Federal Office has available.

There being no further business meeting closed 1045hrs.



(G. Godde)

Secretary



**CONSTRUCTION FORESTRY MINING & ENERGY UNION - ALBURY SUB BRANCH**  
**ACN 000 111 222**  
**Financial Statements**  
**For the Year ended 31st December 2001**

*The accompanying notes form part of these financial statements.  
These financial statements have not been subject to audit or review and should be read in conjunction with the attached Compilation Report.*

**Audit Report 2001 Annual Report**

We have audited the financial statements of Constructions Forestry Mining & Energy Union – Albury Sub Branch for the year ended 31<sup>st</sup> December 2001 as shown in the Profit & Loss Statement, and Balance Sheet. The Treasurer is responsible for the preparation and presentation of the financial statements and the presentation of the information contained therein. We have conducted an independent audit of the financial statements in order to express an opinion on them to members.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. Our procedures include examination of evidence supporting the amounts disclosed in the financial statements. 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 our understanding of the Albury Sub Branch's financial position and results of operations. The Audit expressed in this report has been formed on the above basis.

**Audit Opinion**

In our opinion, the financial statements present fairly the financial position of the construction of the Forestry Mining & Energy Union – Albury Sub Branch for the year ended 31<sup>st</sup> December 2001, and the result of operations for the year ended in accordance with statements of Accounting Concepts and applicable Accounting Standards.

We are also of the opinion that:-

1. The organisation kept satisfactory accounting records for the year ended 31<sup>st</sup> December 2001, including
  - a) Records of the sources and nature of income of the organisation (including income from members) and
  - b) Records of the nature and purpose of the expenditure of the organisation
2. Officers of the organisation supplied all necessary explanations and information as required

3. The Accounts and Statements prepared gave a true and fair view of:-
- a) The financial situation of the organisation at the 31<sup>st</sup> December 2001 and
  - b) The income and expenditure, and any surplus or deficit of the organisation for the year.

**D.G. SKINNER & ASSOCIATES**

CULCAIRN NSW



**MARIAN E. ADAMS**  
**CAP.B.BUS ACC,**  
**26<sup>th</sup> February 2001**

**CONSTRUCTION FORESTRY MINING & ENERGY UNION - ALBURY SUB BRANCH**

**Annual Report  
for the Year Ended 31 December 2001**

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**CONSTRUCTION FORESTRY MINING & ENERGY UNION - ALBURY SUB BRANCH**  
**ACN 000 111 222**

**Profit and Loss Statement**  
**For the Year ended 31 December 2001**

	2001	2000
	\$	\$
<b>OPERATING PROFIT BEFORE INCOME TAX</b>	<u>65</u>	<u>(295)</u>
<b>OPERATING PROFIT AFTER INCOME TAX</b>	65	(295)
Retained Profits at the beginning of the financial year	593	888
<b>UNAPPROPRIATED PROFIT AT 31 DECEMBER 2001</b>	<u><u>658</u></u>	<u><u>593</u></u>

*The accompanying notes form part of these financial statements.  
These financial statements have not been subject to audit or review and should be read in conjunction with the attached Compilation Report.*

**CC CONSTRUCTION FORESTRY MINING & ENERGY UNION - ALBURY SUB BRANCH**

ACN 000 111 222

**Balance Sheet****As at 31 December 2001**

	2001	2000
	\$	\$
<b>SHARE CAPITAL AND RESERVES</b>		
Paid Up Capital		
General Reserve	672	672
Unappropriated Profit	658	593
<b>TOTAL SHARE CAPITAL AND RESERVES</b>	<u>1,330</u>	<u>1,265</u>
Represented By:		
<b>CURRENT ASSETS</b>		
Cash at Bank	<u>1,606</u>	<u>1,511</u>
<b>TOTAL ASSETS</b>	<u>1,606</u>	<u>1,511</u>
<b>CURRENT LIABILITIES</b>		
Unpresented Cheques	297	238
Provision for GST	<u>(21)</u>	<u>8</u>
	276	246
<b>TOTAL LIABILITIES</b>	<u>276</u>	<u>246</u>
<b>NET ASSETS</b>	<u>1,330</u>	<u>1,265</u>

*The accompanying notes form part of these financial statements.  
These financial statements have not been subject to audit or review and should be read in conjunction with the attached Compilation Report.*

**CC CONSTRUCTION FORESTRY MINING & ENERGY UNION - ALBURY SUB BRANCH**

ACN 000 111 222

**Profit and Loss Statement  
For the Year ended 31 December 2001**

	2001 \$	2000 \$
<b>INCOME</b>		
Members Dues	1,560	1,620
Interest Received	2	6
	<u>1,562</u>	<u>1,626</u>
<b>EXPENDITURE</b>		
Accountancy Fees	195	195
Advertising	18	-
Bank Charges	7	6
Federal Office - Union Dues	972	1,134
Federal Office - Insurance	-	5
Meeting Expenses	45	81
Travelling Expenses	260	500
	<u>1,497</u>	<u>1,921</u>
<b>OPERATING PROFIT BEFORE INCOME TAX</b>	<u>65</u>	<u>(295)</u>

*The accompanying notes form part of these financial statements.  
These financial statements have not been subject to audit or review and should be read in conjunction with the attached Compilation Report.*

**CONSTRUCTION FORESTRY MINING & ENERGY UNION  
- ALBURY SUB BRANCH**

**Notes to the Financial Statements  
For the Year ended 31st December 2001**

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

- (a) This financial report is a special purpose financial report prepared for use by directors and members of the company. The directors have determined that the company is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the following Australian Accounting Standards:

AAS 1: Profit and Loss Accounts

AAS 5: Materiality

AAS 8: Events Occurring After Reporting Date

No other Australian Accounting Standards, Urgent Issues Group Consensus Views or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial report is prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, 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:

- (b) Property, Plant and Equipment

Property, plant and equipment are included at cost, independent or directors' valuation. All assets, excluding freehold land and buildings, are depreciated over their useful lives to the company.

- (c) Inventories

Inventories are measured at the lower of cost and net realisable value. Costs are assigned on a first in first-out basis and include direct materials, direct labour and an appropriate proportion of variable and fixed overhead expenses.

**NOTICE UNDER SECTION 274(4) WORKPLACE RELATIONS ACT 1996**

- (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 manner, and within such time, as is 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.



# CC CONSTRUCTION FORESTRY MINING & ENERGY UNION - ALBURY SUB BRANCH

ACN 000 111 222

## Compilation Report

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### Scope

On the basis of information provided by the Treasurer, we have compiled in accordance with APS 9 "Statement on Compilation of Financial Reports" the special purpose financial report of the company for the period ended 31st December 2001 as set out in the financial statements.

The specific purpose for which the special purpose financial report has been prepared is set out in Note 1. The extent to which Accounting Standards and other mandatory professional reporting requirements have not or have been adopted in the preparation of the special purpose financial report is set out in Note 1.

The Treasurer is solely responsible for the information contained in the special purpose financial report. They have determined that the accounting policies used are consistent with the financial reporting requirements of the company's constitution and are appropriate to meet the needs of the members and directors of the company.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Treasurer provided, into a financial report. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

To the extent permitted by law, we do not accept liability for any loss or damage which any person, other than the company, may suffer arising from any negligence on our part. No person should rely on the special purpose financial report without having an audit or review conducted.

The special purpose financial report was prepared for the benefit of the members and directors of CONSTRUCTION FORESTRY MINING & ENERGY UNION - ALBURY SUB BRANCH. We do not accept responsibility to any other person for the contents of the special purpose financial report.

### **D G Skinner & Associates**

Solicitors and Accountants

552-554 Stanley Street ALBURY NSW 2640

Marian E Adams

CPA B.Bus Acc. Reg Tax Agent

1st March 2002.

NOTICE UNDER SECTION 274(4) WORKPLACE RELATIONS ACT 1996

- (1) A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.
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- (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.

FACSIMILE TRANSMITTAL SHEET

TO:	Robin Godfry	FROM:	Greg Godde
COMPANY:	Australian Industrial Registry	DATE:	15/05/02
FAX NUMBER:	02-9380 6990	TOTAL NO. OF PAGES INCLUDING COVER:	Two
PHONE NUMBER:	02-83746509	SENDER'S REFERENCE NUMBER:	02-60583244
RE:	Financial statement	YOUR REFERENCE NUMBER:	

- URGENT  
 FOR REVIEW  
 PLEASE COMMENT  
 PLEASE REPLY  
 PLEASE RECYCLE

NOTES/COMMENTS:

Robin,

Attached is the letter as requested.

Greg Godde



Greg Godde  
CFMEU  
Pulp & Paper Workers Branch  
Albury Sub Branch

15 May 2002

Robin Godfrey  
Assistant Manager  
Australian Industrial Registry, NSW

Dear Robin,

In reply to your e-mail reference the financial statement for the sub-branch, copies of the Audit were hand delivered by me to all members' approximately 10 - 14 days prior to the meeting held on the 6 Mar '02.

Greg Godde  
Secretary  
Albury Sub-Branch



**AUSTRALIAN INDUSTRIAL REGISTRY**

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

Mr Greg Goode  
Secretary  
Albury Sub-Branch  
Pulp & Paper Workers' Branch  
Forestry & Forest Products Division  
Construction Forestry Mining and Energy Union  
PO Box 30  
CULCAIRN NSW 2260

Dear Mr Goode

**Re: Lodgement of Financial Statements and Accounts for the year ending  
31 December 2001 (FR2002/100)**

Receipt is acknowledged of the financial statements and accounts for the Albury Sub-Branch of the Pulp & Paper Workers' Branch, which were lodged in the Registry on 21 March 2002.

Subsequent to the receipt of your facsimile of 15 May 2002, clarifying the date of supply of the documents to the members, the documents have been filed.

Thank you for your attention to this matter.

Yours sincerely,

Robin Godfrey  
Assistant Manager, NSW Registry

17 May 2002