



AUSTRALIAN INDUSTRIAL REGISTRY

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

Ref: FR2003/699-[105N-PPWV]

Mr William Davey
Secretary/Treasurer
Construction, Forestry, Mining and Energy Union-FFPD
Pulp & Paper Workers Wesley Vale Sub-Branch
16 Valley Road
DEVONPORT TAS 7310

Dear Mr Davey

Re: Construction, Forestry, Mining and Energy Union-FFPD- Wesley Vale Sub-Branch of Pulp and Paper Workers Branch 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
12 January 2004

3/699

Friday 30 th April 2004.



To Stephen Kellett.
SubjectCFMEU Wesley Vale Sub Branch Financial Statement 2003.

Dear Stephen,

Forwarding a copy of the 2003 financial statement.

A committee of management meeting was held on Thursday 29th April 2004, to finalise matters. Copies of the financial statement were made available to members after completion of the committee of management meeting which was held on Monday 29th March, 2004 when the documents were signed.

- CONSTRUCTION
- FORESTRY
- MINING
- ENERGY
- UNION



Yours Sincerely
Bill Davey
Secretary
Wesley Vale Sub Branch.

saved as freport

Pulp & Paper
Workers' Branch
1st FLOOR
500 SWANSTON STREET
CARLTON SOUTH
VICTORIA 3053
PH: (03) 9349 2488
FAX: (03) 9349 2580



**WESLEY-VALE
SUB-BRANCH**

**ABN:
26 159 163 932**

**SECRETARY:
BILL DAVEY**

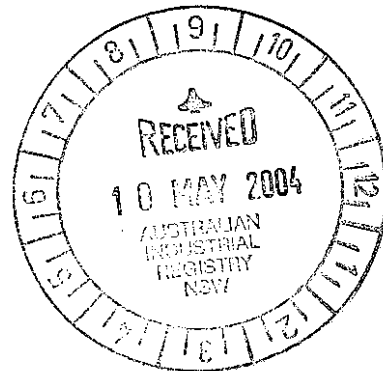
**16 VALLEY ROAD
DEVONPORT TAS
7310**

**PHONE/FAX:
(03) 6424 7913**

*MOBILE
0439315854*

ORIGINAL

CONSTRUCTION FORESTRY MINING & ENERGY UNION
WESLEY VALE PULP AND PAPER WORKERS' SUB-BRANCH
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST OF DECEMBER 2003



BONNEY HORTLE & PARTNERS PTY LTD
ACCOUNTANTS AND BUSINESS ADVISERS
P O BOX 691
DEVONPORT TAS 7310

CONSTRUCTION FORESTRY MINING & ENERGY UNION
WESLEY VALE PULP & PAPER WORKERS' SUB-BRANCH
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2003

	\$ 2003	\$ 2002
<u>ACCUMULATED FUNDS</u>		
General Fund 01/01/03	11,918.36	12,711.12
Add Receipts for the Year	<u>46,528.25</u>	<u>19,480.67</u>
	58,446.61	32,191.79
Less Payments for the Year	39,685.55	20,273.43
	<u>\$ 18,761.06</u>	<u>\$ 11,918.36</u>
 <u>REPRESENTED BY</u>		
Current Assets		
Island State Credit Union		
- Savings Account	13,095.12	4,266.12
- Cash Management	6,000.00	7,597.27
Tasmanian Trustees		
- Fixed Term Common Fund	-	-
GST Paid	<u>472.24</u>	<u>412.59</u>
	19,567.36	12,275.98
Less Current Liabilities		
GST Collected	806.30	357.62
	<u>\$ 18,761.06</u>	<u>\$ 11,918.36</u>

This statement is to be read in conjunction
with the attached audit report.

CONSTRUCTION FORESTRY MINING & ENERGY UNION
WESLEY VALE PULP & PAPER WORKERS' SUB-BRANCH
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST OF DECEMBER 2003

	\$ 2003	\$ 2002
RECEIPTS		
Amcor Demerger Contributions	150.00	-
Membership Contributions	29056.82	19,136.23
Interest - Island State Credit Union	238.40	285.09
Interest - Tasmanian Trustees	-	59.35
	<hr/>	<hr/>
	29445.22	19,480.67
PAYMENTS		
Audit Fees	272.73	200.00
Bank Fees	19.15	14.70
Contribution to IFBWW Child Labour Project	-	368.00
Fax Machine Expense	-	-
Legal Costs	2,768.97	3,205.94
Mortuary Fee	633.79	546.78
Stationary Expenses	75.37	78.00
Sub-Branch Secretaries Meeting Expenses		
- Airfares	793.74	573.14
- Daily Allowance	2,675.70	1,550.00
Sub-Branch Capitas	14,576.93	12,576.01
Telephone	750.44	773.63
Insurance	35.70	77.23
Sundry Expenses	-	310.00
	<hr/>	<hr/>
	22,602.52	20,273.43
Net Surplus (Deficit) for the year	<hr/> <u>\$ 6,842.70</u>	<hr/> <u>-\$ 792.76</u>

This statement is to be read in conjunction
with the attached audit report.

CONSTRUCTION FORESTRY MINING & ENERGY UNION
WESLEY VALE PULP & PAPER WORKERS' SUB-BRANCH

NOTES TO, AND FORMING PART OF, THE FINANCIAL ACCOUNTS
FOR THE PERIOD 1ST JANUARY, 2003
TO 31ST DECEMBER, 2003

1. ACCOUNTING METHODS

The accounts are prepared on the cash basis. The reason for using this method in lieu of the accrual basis of accounting is that the volume of transactions does not warrant the introduction of accrual accounting and the additional costs involved.

Otherwise, the accounts are prepared under the historical cost convention and in accordance with the Accounting Standards jointly by the Australian Professional Accounting Bodies.

In particular;

- The accounts have not been adjusted to record either changes in the general purchasing power of the dollar or in the prices of specific assets.
- No liability exists for income tax as "Trade Union" are exempt from income tax under section 23(f) of the Income Tax Assessment Act.

2. INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR

In accordance with the requirements of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of Sub-Sections (1), (2) and (3) of Section 274 which read as follows:-

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

CONSTRUCTION FORESTRY MINING AND ENERGY UNION
WESLEY VALE PULP AND PAPER WORKERS' SUB-BRANCH

INDEPENDENT AUDIT REPORT

To the members of the Construction Forestry Mining and Energy Union, Wesley Vale Pulp and Paper Workers' Sub-Branch.

SCOPE

We have audited the financial accounts of the Construction Forestry Mining and Energy Union Wesley Vale Pulp and Paper Workers' Sub-branch for the year ended 31st December, 2003.

The Union's Committee of Management and Accounting Officer are responsible for the preparation and presentation of the financial accounts and the information they contain. We have conducted an independent audit of these financial accounts 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 accounts are free of material misstatement. Our procedures, including examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial accounts, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial accounts are presented fairly in accordance with Australian accounting concepts and standards and statutory requirements so as to present a view of the Construction Forestry Mining and Energy Union Wesley Vale Pulp and Paper Workers' Sub-branch which is consistent with our understanding of its financial position and the results of its operations.

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

CONSTRUCTION FORESTRY MINING AND ENERGY UNION
WESLEY VALE PULP AND PAPER WORKERS' SUB-BRANCH

REPORT

We have received all the information and explanations required for the purpose of our audit.

In our opinion :

- (i) There were kept by the Union in respect of the year under review, satisfactory records detailing the sources and nature of income of the Union (including income from members) and the nature and purposes of expenditure, and;
- (ii) The attached accounts and statements including the Certificates of the Committee of Management and the Accounting Officer are prepared in accordance with Section 273 of the Workplace Relations Act 1996. The accounts have been prepared from the accounting records of the Union and are properly drawn up so as to give a true and fair view of :
 - (a) the financial affairs of the Union as at 31st December, 2003, and;
 - (b) the income and expenditure and excess payments over receipts of the Union for the year ended on that date;

and are in accordance with Statements of Accounting Concepts and applicable Accounting Standards.

BONNEY HORTLE & PARTNERS PTY LTD
CHARTERED ACCOUNTANTS



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Ralph Hortle
Registered Company Auditor

Dated : 29 / 3 / 2004

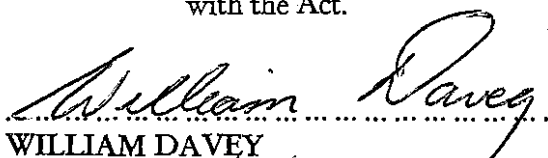
CONSTRUCTION FORESTRY MINING ENERGY UNION
PULP & PAPER WORKERS' BRANCH
WESLEY VALE SUB-BRANCH

Accounting Officer's Certificate

I, William Davey, being the Officer responsible for keeping the accounting records of the Construction Forestry Mining Energy Union - Pulp & Paper Workers' Branch, Wesley Vale Sub-Branch certify that as at 31st December, 2003 the number of members of the sub-branch was 97.

In my opinion,

- The attached accounts show a true and fair view of the financial affairs of the organisation as at 31st December, 2003;
- A record has been kept of all money paid by, or collected from, members and all moneys so paid or collected have been credited to the bank account to which those money are to be credited, in accordance with the rules of the organisation;
- 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;
- 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;
- 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;
- The register of members of the organisation was maintained in accordance with the Act.


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WILLIAM DAVEY

29/3/04

CONSTRUCTION FORESTRY MINING ENERGY UNION
PULP & PAPER WORKERS' BRANCH
WELSEY VALE SUB-BRANCH

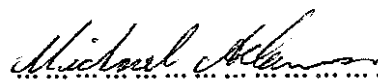
Committee of Management's Certificate

We, Geoffrey Summers and Michael Adams, being two members of the Committee of Management of the Construction Forestry Mining Energy Union - Pulp & Paper Workers' Branch - Wesley Vale Sub-Branch do state on behalf of Committee and in accordance with a resolution passed by the Committee that:

- 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 31st December 2003;
- In the opinion of the Committee of Management, meetings of the Committee were held during the year ending 31st December 2003 in accordance with the rules of the organisation;
- 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 Regulation thereto, or the rules of the organisation and;
- The organisation has complied with sub-section 279 (1) and (6) of the Act in relation to the financial accounts in respect of the preceding year, and the auditors report thereon.


.....
GEOFFREY SUMMERS

29/3/04


.....
MICHAEL ADAMS

29/3/04



Australian Government

Australian Industrial Registry

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

Mr Bill Davey
Secretary
Wesley Vale Sub Branch
CFMEU Pulp and Paper Workers Branch No.7
16 Valley Road
DEVONPORT TAS 7310

Dear Mr Davey

**Financial Documents for the Wesley Vale Sub Branch year ending 31 December 2003
(FR2003/699)**

I acknowledge receipt of the sub branch's financial documents lodged in the Registry on 10 May 2004. The documents have been filed.

Yours sincerely

A handwritten signature in black ink, appearing to be 'P. McKerrow', with a long horizontal stroke extending to the right.

Peter McKerrow
Assistant Manager, NSW Registry

26 May 2004