



AUSTRALIAN INDUSTRIAL REGISTRY

Level 8, Terrace Towers
80 William Street, East Sydney, NSW 2011
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Ref: FR2002/826-[105N-TAS]

Mr Anthony Benson
Secretary
Tasmanian Divisional Branch
Construction and General Division
Construction, Forestry, Mining and Energy Union
33a New Town Road
NEW TOWN TAS 7008

Dear Mr Benson

**Re: CFMEU - Construction and General Division, Tasmanian Divisional 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, 2002.

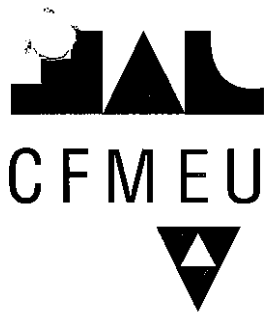
The legislative scheme set out in Part IX, Division 11 of the Act is directed at ensuring that a registered organisation or a branch of such an organisation discharges obligations of accountability to its members in relation to its financial affairs through proper and regular disclosure of financial information. The various steps of the financial reporting requirements must be carried out within the time-scales prescribed by the legislation so as to ensure the relevance of the financial information provided to the members.

Now that the financial year 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 obligations arising under Part IX, Division 11 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
10 February 2003



TR/nd.returns

10th July, 2003



CONSTRUCTION

FORESTRY

MINING

ENERGY

UNION

Industrial Registrar
Australian Industrial Registry
Level 8
80 William Street
SYDNEY NSW 2011

Dear Sir/Madam,

Re: Financial Returns

Please find enclosed herewith the financial returns of the Construction Forestry Mining and Energy Union, Construction & General Division, Tasmanian Branch, for the year ending 31st December, 2002.

Please confirm receipt at your earliest convenience.

Yours faithfully,

TOM ROBERTS
National Industrial Officer

Encl.



CONSTRUCTION &
GENERAL DIVISION
ABN 46 243 168 565

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**CFMEU Construction &
General Division (Tasmanian
Divisional Branch)**

Financial Statements

For the year ended 31 December, 2002

CFMEU Construction & General Division (Tasmanian Divisional Branch)

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CFMEU Construction & General Division (Tasmanian Divisional Branch)

Income & Expenditure Statement

For the year ended 31 December, 2002

	2002	2001
	\$	\$
Income		
Grants received	-	28,500
Administration & Directors Fees	4,800	2,700
Member Contributions	234,602	245,143
Training Fees	7,492	6,740
Sundry Income	55	99
Advertising Income	1,091	6,430
Interest received	696	412
Profit on sale of assets	550	538
Net Proceeds From Sale Of Assets	31	-
Net rent received	25,970	13,520
Total income	<u>275,287</u>	<u>304,082</u>

Expenses

Advertising and promotion	477	227
Affiliation & Capitation	26,371	30,498
Accountancy & Audit fees	2,700	2,700
Bank Fees And Charges	2,444	2,263
Cleaning/rubbish removal	2,080	120
Computer Software	377	1,062
Depreciation - M/V & Eq.	7,343	12,629
Donations & Sponsorships	3,508	2,498
Electricity	2,042	1,740
Entertainment	2,282	1,657
Executives expenses	650	650
Fees & charges	638	250
Fringe benefits tax	2,975	3,549
Insurance	8,964	8,400
Legal Fees	719	8,355
Annual Leave Expenses	1,500	-
Long service leave	2,000	500
Meeting expenses	2,809	2,920
M/V - car expenses	10,286	13,836
Payroll tax	9,325	11,572
Printing, Postage & Office Expenses	16,858	18,016

The accompanying notes form part of these financial statements.

CFMEU Construction & General Division (Tasmanian Divisional Branch)

Income & Expenditure Statement

For the year ended 31 December, 2002

	2002 \$	2001 \$
Protective clothing	2,486	2,000
Rates & land taxes	3,502	2,541
Rent -Plant & Equip	2,147	2,460
Repairs & maintenance	1,990	689
Replacements (tools, etc)	1,356	-
Salaries - ordinary	125,463	129,715
Security	852	556
Staff training	200	92
Sundry expenses	2,728	1,998
Capital loss on w/off of flat eq.	-	3,101
Superannuation	15,702	15,201
Telephone, Fax & I'net	14,901	9,494
Travel, Accom & Organisers expenses	17,196	15,336
Total expenses	294,874	306,624
Surplus (deficit) from ordinary activities before income tax	(19,587)	(2,542)
Income tax revenue relating to ordinary activities	-	-
Net surplus (deficit) attributable to the union	(19,587)	(2,542)
Items recognised directly in equity:		
Net increase in Asset Revaluation Reserve	-	-
Increase (decrease) in members funds due to:		
- Addition To Member Funds (Asset Value)	85,050	-
Total revenues, expenses and valuation adjustments attributable to the union and recognised directly in equity	85,050	-
Total changes in equity of the union	65,463	(2,542)
Opening members' funds	120,522	123,064
Net surplus (deficit) attributable to the union	(19,587)	(2,542)
Adjustments:		
- Addition To Member Funds (Asset Value)	85,050	-
Closing members' funds	185,985	120,522

The accompanying notes form part of these financial statements.

CFMEU Construction & General Division (Tasmanian Divisional Branch)

Certificate by State Secretary

For the year ended 31 December, 2002

Certificate by State Secretary

In pursuance of the provisions of section 280 (1) of the Workplace Relations Act 1996, I Anthony Ross Benson certify that the attached copies of the auditor's report, accounts and statements of the Construction, Forestry, Mining and Energy Union, Construction and General Division, Tasmania Divisional Branch, for the year ended 31st December 2002, were presented to the committee of Management of the Union on 20th May 2003. The accounts were published in the May 2003 edition of the Union's journal.

AR Benson 20 May 03

A R Benson, State Secretary

CFMEU Construction & General Division -Tasmanian Branch.

CFMEU Construction & General Division (Tasmanian Divisional Branch)
Balance Sheet As At 31 December, 2002

	Note	2002	2001
Current Assets			
Cash assets	2	202,522	34,676
Current tax assets	3	216	(4,321)
Other	4	-	1,747
Total Current Assets		<u>202,738</u>	<u>32,102</u>
Non-Current Assets			
Property, plant and equipment	5	218,771	298,722
Total Non-Current Assets		<u>218,771</u>	<u>298,722</u>
Total Assets		<u>421,509</u>	<u>330,825</u>
Current Liabilities			
Payables	6	42,075	19,155
Current tax liabilities	8	3,651	5,849
Provisions	9	25,829	22,329
Total Current Liabilities		<u>71,555</u>	<u>47,333</u>
Non-Current Liabilities			
Interest-bearing liabilities	7	163,970	162,970
Total Non-Current Liabilities		<u>163,970</u>	<u>162,970</u>
Total Liabilities		<u>235,525</u>	<u>210,303</u>
Net Assets		<u>185,985</u>	<u>120,522</u>
Members' Funds			
Retained profits		185,985	120,522
Total Members' Funds		<u>185,985</u>	<u>120,522</u>

The accompanying notes form part of these financial statements.

CFMEU Construction & General Division (Tasmanian Divisional Branch)

Notes to the Financial Statements

For the year ended 31 December, 2002

Note 1: Statement of Accounting Policies

The accounts have been prepared in accordance with the Statement of Accounting Concepts and applicable Accounting Standards, and the Corporations Law. The accounts have been prepared on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets. The accounting policies have been consistently applied, unless otherwise stated.

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 reads as follows:

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

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

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

CFMEU Construction & General Division (Tasmanian Divisional Branch)

Notes to the Financial Statements

For the year ended 31 December, 2002

2002

2001

Note 2: Cash assets

Bank accounts:

- Cash At Bank	184,433	14,066
- Cash at Bank -ISCU	946	371
- Cash At Bank - ISCU GST	3,364	3,359
- Term deposit - CBA	13,710	16,718

Other cash items:

- Cash on hand	70	161
	<u>202,522</u>	<u>34,676</u>

Note 3: Tax Assets

Current

GST payable control account	(5,426)	(7,204)
Input tax credit control account	5,642	2,883
	<u>216</u>	<u>(4,321)</u>

Note 4: Other Assets

Current

Other	-	1,747
	<u>-</u>	<u>1,747</u>

CFMEU Construction & General Division (Tasmanian Divisional Branch)

Notes to the Financial Statements

For the year ended 31 December, 2002

2002

2001

Note 5: Property, Plant and Equipment

Buildings:

- At cost	193,090	257,529
	<u>193,090</u>	<u>257,529</u>

Plant and equipment:

- At cost	35,854	33,604
- Less: Accumulated depreciation	(24,991)	(23,050)
	<u>10,863</u>	<u>10,554</u>

Motor vehicles:

- At cost	34,765	50,622
- Less: Accumulated depreciation	(19,947)	(19,983)
	<u>14,818</u>	<u>30,639</u>
	<u>218,771</u>	<u>298,722</u>

Note 6: Payables

Unsecured:

- Trade creditors	42,075	19,155
	<u>42,075</u>	<u>19,155</u>
	<u>42,075</u>	<u>19,155</u>

CFMEU Construction & General Division (Tasmanian Divisional Branch)

Notes to the Financial Statements

For the year ended 31 December, 2002

2002

2001

Note 7: Interest-Bearing Liabilities

Non-Current

Unsecured:

- Loans from other Branches	10,000	2,000
	<u>-</u>	<u>2,000</u>

Secured*:

- Loans from National Office	153,970	160,970
	<u>163,970</u>	<u>160,970</u>
	<u>163,970</u>	<u>162,970</u>

* Total Current and Non-Current Unsecured Liabilities

Loans from National & NSW Offices	163,970	160,970
	<u>163,970</u>	<u>160,970</u>

Note 8: Tax Liabilities

Current

Amounts withheld from salary and wages	2,821	5,849
FBT Payable	830	-
	<u>3,651</u>	<u>5,849</u>

CFMEU Construction & General Division (Tasmanian Divisional Branch)

Notes to the Financial Statements

For the year ended 31 December, 2002

2002

2001

Note 9: Provisions

Current

Employee entitlements*	13,919	10,419
Sundry provisions (redundancy)	11,910	11,910
	<u>25,829</u>	<u>22,329</u>
* Aggregate employee entitlements liability	13,919	10,419

There were 3 employees at the end of the year

CFMEU Construction & General Division (Tasmanian Divisional Branch)

**Statement of Cash Flows
For the year ended 31st December, 2002**

	Notes	2002	2001
<u>Cash Flows from operating activities</u>			
Receipts		274,010	303,132
Payments to suppliers and employees		-267,846	-313,506
Interest received		696	412
<u>Net cash provided by operating activities</u>		6,860	-9,962
<u>Proceeds from investing</u>			
Net Receipts for Property & equipment		159,986	7,800
Loan Funds/ (Repayments)		1,000	-13,520
<u>Net cash provided by investing activities</u>		160,986	-5,720
Net increase/(decrease) in cash held		167,846	-15,682
Cash at beginning of year		34,676	50,358
Cash at end of year	2	\$202,522	\$34,676

CFMEU Construction & General Division (Tasmanian Divisional Branch)
Committee of Management Certificate
For the year ended 31 December, 2002

We, Anthony Ross Benson and Stephen James Hevey, being two members of the management of CFMEU - Construction and General Division (Tasmanian Divisional Branch), do state on behalf of the Committee and in accordance with a resolution passed by the Committee, that:

- 1 in the opinion of the Committee of Management, the attached accounts show a true and fair view of the financial affairs of the branch as at 31 December 2002;
2. in the opinion of the Committee of Management, meetings of the Committee were held during the year ended 31 December 2002, in accordance with the rules of the Union;
3. 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, to regulations thereto or the Rules of the organisation; and
4. the accounts have been prepared in accordance with section 273 (2) and comply with section 279(1) and the requirements of sections 276(6)/ 279(7) of the Workplace Relations Act 1996 in relation to the financial accounts in respect of the year ended 31 December 2001 and the Auditor's Report thereon.

AR Benson 15 April 03

A R Benson

S Hevey 15 April 03

S J Hevey

CFMEU Construction & General Division (Tasmanian Divisional Branch)
Independent Audit Report

Scope

I have audited and inspected the accounting records kept by the Construction, Forestry, Mining & Energy Union, Construction & General Division, Tasmanian Divisional Branch in respect of the year ended 31 December 2002, and have received all the information and explanations for the purposes of my audit.

In my opinion:

1. 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
2. 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 set out on the accompanying pages 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 31 December 2002; and
 - (b) the Income and Expenditure and deficit of the Union for the year ended on that date.

Audit opinion

In my opinion, the financial report presents fairly, in accordance with the accounting policies described in Note 1 to the financial statements, the financial position of CFMEU Construction & General Division (Tasmanian Divisional Branch) as at 31 December, 2002 and the results of its operations for the year then ended.

Signed on : *24th April 2003*



M C Watts
25 Murray St Hobart

CFMEU Construction & General Division (Tasmanian Divisional Branch)
Accounting Officer's Certificate to CFMEU Construction & General Division (Tasmanian Divisional Branch)

I, Anthony Ross Benson, being the officer responsible for keeping the accounting records of CFMEU - Construction & General Division (Tasmanian Divisional Branch), certify that as at 31 December 2002 the number of financial members of the branch was 832.

In my opinion;

1. the attached accounts show a true and fair view of the financial affairs of the Union as at 31 December 2002;
2. a record has been kept of all moneys paid 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;
3. 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;
4. 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 the purposes other than those for which the fund was operated;
5. no loans or other financial benefits, other than remuneration in respect of their employment with the organisation, were made to persons holding office in the Union;
6. the Register of members of the branch was maintained in accordance with the Act.

AR Benson 15 April 03
A R Benson



AUSTRALIAN INDUSTRIAL REGISTRY

Level 8, Terrace Towers
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Fax: (02) 9380 6990

Tom Roberts
National Industrial Officer, Construction and General Division
Construction, Forestry, Mining and Energy Union
PO Box Q235 QVB Post Office
SYDNEY NSW 1230

Dear Mr Roberts

**Re Financial Statements - Construction, Forestry, Mining and Energy Union - Construction
and General Division - Tasmanian Divisional Branch
for year ended 31 December 2002 (FR 2002/826)**

Receipt is acknowledged of the above financial statements which were lodged in the Registry on 11 July 2002. The documents have been filed. However I draw your attention to the following matters:

- (a) The Income and Expenditure Statement shows "Donations and Sponsorships" totalling \$3,508. If any individual donation exceeded \$1,000 a statement showing the relevant particulars must be lodged pursuant to subsection 269(1) of the *Workplace Relations Act 1996*.
- (b) The Income and Expenditure Statement shows "Salaries-ordinary" totalling \$125,463. Regulation 107 of the Workplace Relations Regulations requires that remuneration paid to holders of offices must be indicated separately from remuneration paid to employees. Future returns for this Branch should reflect any distinction between these two categories of remuneration that might apply.

If you have any queries regarding the above, please contact me on (02) 8374 6506.

Yours sincerely,

Wendy Burgess
NSW Statutory Services Branch

16 July 2003