



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

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

**Ref: FR2007/564-[105N-TDST]**

Mr Chris Hinds  
District President  
CFMEU - Mining and Energy Division Tasmanian  
District Branch  
PO Box 72  
George Town Tas 7253

Dear Mr Hinds

**Financial Return - year ending 31 December, 2007**

Our records show the organisation's financial year ended recently. This letter outlines some of the things you must do to meet your financial reporting obligations and when you have to do them. For simplicity, we will call the documents you have to lodge with us your *financial return*.

This letter is intended as guide to the law applicable on the date of this letter, and should not be used as a substitute for legal or accounting advice. We only summarise some of the reporting requirements in this letter. More detailed information is at the end of this letter.

**Information on AIRC Website**

We recommend you and your accountant/auditor also refer to the following documents on the Commission's website at [www.airc.gov.au](http://www.airc.gov.au):

- [RAO Schedule](#)
- [RAO Regulations](#)
- [Registrar's Reporting Guidelines](#) - All GPFR's must comply with these Guidelines. Please note that the Guidelines set out requirements that are *in addition* to those required by the Australian Accounting Standards.
- [RAO Fact Sheets](#) - These Fact Sheets explain the requirements of the RAO Schedule - many of them deal with financial reporting matters.

**Reporting Unit**

Under the provisions of the Registration and Accountability of Organisations Schedule (RAO), Schedule 1 of the *Workplace Relations Act 1996*, reporting entities are known as "*reporting units*". Where an organisation is **not** divided into branches the reporting unit is the whole of the organisation. Where an organisation **is** divided into branches each branch will be a reporting unit unless the Industrial Registrar has determined a division of the organisation into reporting units on an alternative basis. We can discuss this with you if you need more information.

For simplicity, we will use the term "reporting unit" in this letter.

## Industrial Registrar's Guidelines

The Industrial Registrar's reporting guidelines set out certain disclosure requirements in addition to those prescribed by Australian Accounting Standards having in mind the nature of organisations registered under the Workplace Relations Act.

The disclosure requirements prescribed by the reporting guidelines are directed towards providing members of the reporting unit with information to enable them to gauge the performance of the committee of management and other holders of office in relation to the financial management of the reporting unit. In addition, the reporting guidelines seek to improve the quality of information available to users of the financial report about the reporting unit's economic support of, or economic dependency on, other reporting units of the organisation.

### Timeline Planner and Checklist

We have attached a Timeline/Planner (*Attachment A*) to help you **plan** your financial return and carry out all the necessary steps. We have also attached a Document Checklist (*Attachment B*) to **check** your documents before lodging them in the Registry. Both documents are abbreviated summaries of the relevant provisions of the RAO Schedule, RAO Regulations and the Industrial Registrar's Reporting Guidelines.

In the following section we describe some of the documents your reporting unit must prepare and the sequence of their preparation and completion.

### Three Reports

Your reporting unit must prepare two reports as soon as practicable after its financial year, which, together with the Auditor's Report, comprise the reporting unit's financial return.

1. **General Purpose Financial Report** - this must comply with the Australian Accounting Standards and the Industrial Registrar's Reporting Guidelines. The GPFR consists of:
  - (a) Financial Statements containing:
    - a profit and loss statement, or other operating statement; and
    - a balance sheet; and
    - a statement of cash flows; and
    - any other statements required by the Australian Accounting Standards; and
  - (b) Notes to the Financial Statements containing:
    - notes required by the Australian Accounting Standards; and
    - information required by the Industrial Registrar's *Reporting Guidelines* under section 255 including disclosures related to any recovery of wages activity ; and
  - (c) Committee of Management Statement as required by the Registrar's Reporting Guidelines (a sample certificate for illustrative purposes is at Attachment C) including declarations related to the recovery of wages activity.
2. **Operating Report** - this report includes a review of your reporting unit's principal activities for the year and other specified information.

Your reporting unit must appoint an auditor to audit the GPFR and to provide:

3. an **Auditor's Report**.

### First Meeting (Committee of Management)

For simplicity, we will call the meeting at which the committee of management first considers the GPFR the first meeting. At the first meeting your committee, if satisfied that all is in order, will resolve to express its opinion on the GPFR and complete a Committee of Management Statement.

### **The Auditor**

After the first meeting, the auditor takes the GPFR and the Committee of Management Statement and prepares a report on the GPFR. In practice, your auditor may have already completed most of his or her examination of your accounts. The auditor may only be waiting on the Committee to pass the required resolution and make the Statement before signing the report the same day.

### **Informing Your Members**

Your reporting unit must provide free of charge to the general membership, copies of the GPFR, the Operating Report and the Auditor's Report. RAO calls these the "full report". Under certain circumstances, your reporting unit can provide a more limited *concise report*.

The reporting unit can meet its obligation to provide copies of the full or concise report to members by publishing the report in a journal that is available to the members free of charge.

A reporting unit may meet this obligation in whole or in part by publication of the report in a journal published on a web site on the Internet dependent on:

- a. the extent of the accessibility of the members of the reporting unit to the Internet; and
- b. that the members are notified by the reporting unit in the usual manner in which it communicates with its members that the report has been so published at a specified Internet address.

The report must be provided within 5 or 6 months from the end of the financial year, depending on the internal arrangements of the organisation for the presentation of its financial reports.

### **The Second Meeting - if it is a General Meeting of Members**

After providing the full report to members it must be presented to a general meeting of members. For simplicity this is referred to as the *second meeting*.

Your reporting unit must always allow a minimum of 21 days for members to receive the full report before presenting it to a general meeting of members (s265(5)). The purpose of the interval is to enable the members to have time to consider the report and, if they wish, to attend the second meeting to discuss it.

If the rules of the organisation permit a general meeting to be a series of meetings held at different locations, the full report may be presented to such a series of meetings. In this case the 'date' of the general meeting is taken to be the date of the last meeting in the series (see s266(2)).

### **The Second Meeting - if it is a Committee of Management Meeting**

If the rules of your organisation contain a provision that allows up to 5% of members to demand a general meeting to be held consider the report (see s266(3)), it is permissible to present the report directly to a Committee of Management meeting.

### **Lodge full report within 14 days of meeting**

You must lodge a copy of the full report and any concise report in the Industrial Registry within 14 days of the second meeting. For your convenience you are encouraged to lodge the material electronically (see eFiling Tab at [www.airc.gov.au](http://www.airc.gov.au)).

The Secretary (or another officer appropriately authorised under the rules of the organisation) must *certify* that the full report is a copy of the one provided to members and presented to the second meeting and provide the date of the meeting (a sample certification for illustrative purposes is at *Attachment D*).

When we receive your return we will check that it includes the information you must provide your members and that you have provided it to them correctly.

### **Complying with time limits**

This letter has outlined some of the steps in preparing and lodging your return. Many of the steps must be completed within fixed time limits.

Failure to complete them in time could make your reporting unit or its officers liable to financial or "civil penalties".


### **Extensions of Time**

We appreciate that sometimes circumstances beyond your reporting unit's control may delay completion of a financial return. If you believe your reporting unit is going to be unable to meet a time limit tell us as soon as you know. We can advise you if the step is one for which you may apply under RAO to the Industrial Registrar for extra time to complete. The maximum extra time allowed can be no more than one month.

### **Contact the Registry**

We encourage you to contact the Registry on (02) 8374 6618 or by e-mail at [belinda.penna@air.gov.au](mailto:belinda.penna@air.gov.au) as early as possible if you believe preparation or lodgment of your return will be delayed or if you have any queries. We can offer you advice on procedures but we cannot give you legal or accounting advice.

Yours sincerely

A handwritten signature in black ink, appearing to be a stylized 'C' followed by a long horizontal line.

For Deputy Industrial Registrar...  
21 January 2008



**Documents Checklist**

You can use this checklist as soon as possible after the financial year ends to ensure you have all the necessary documents prepared and that those documents contain all information required by RAO.

You can also use this checklist to ensure all documents in your financial return are complete before lodging them in the Registry.

No	Document	✓
<b>1</b>	<b>General Purpose Financial Report</b>	
	Does the report contain a Profit and Loss Statement?	
	Does the report contain a Balance Sheet?	
	Does the report contain a Statement of Cash Flows?	
	Does the report contain notes to the financial statements as required by AAS and the reporting guidelines?	
	Does the report contain all other information required by the reporting guidelines?	
<b>2</b>	<b>Committee of Management Statement</b>	
	Is the statement signed by the officer responsible for undertaking functions necessary to enable the reporting unit to comply with RAO?	
	Is the statement dated?	
	Is the statement in accordance with a resolution of the committee?	
	Does the statement specify the date of the resolution?	
	Does the statement contain declarations required by the reporting guidelines?	
	Does the statement contain declarations relating to any recovery of wages activity?	
<b>3</b>	<b>Auditor's Report</b>	
	Is the Report dated and signed by the auditor?	
	Is the name of the auditor clear?	
	Are the qualifications of the auditor on the report?	
	Has the auditor expressed an opinion on all matters required?	
<b>4</b>	<b>Operating Report</b>	
	Is the report signed and dated?	
	Does the report provide the number of members?	
	Does the report provide the number of employees?	
	Does the report contain a review of principal activities?	
	Does the report give details of significant changes?	
	Does the report give details of right of members to resign?	
	Does the report give details of superannuation trustees?	
	Does the report give details of membership of the committee of management?	
<b>5</b>	<b>Concise report*</b>	
<b>6</b>	<b>Certificate of Secretary or other Authorised Officer</b>	
	Is the certificate signed and dated?	
	Is the signatory the secretary or another officer authorised to sign the certificate?	
	Is the date that the report was provided to members stated?	
	Is the date of the Second Meeting at which the report was presented stated?	
	Does the certificate state that the documents are copies of those provided to members?	
	Does the certificate state that the documents are copies of those presented to the Second Meeting?	

\* This is an optional way of providing documents to members (see RAO s265(3) and RAO Reg. 161).

**Committee Of Management Statement**

On \_\_\_\_/\_\_\_\_/\_\_\_\_ [date of meeting] the Committee of Management of \_\_\_\_\_ [name of reporting unit] passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended \_\_\_\_/\_\_\_\_/\_\_\_\_ [date]:

The Committee of Management declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply\* with the Australian Accounting Standards;
- (b) the financial statements and notes comply\* with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view\* of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds\* to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
  - (i) meetings of the committee of management were held\* in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (ii) the financial affairs of the reporting unit have been\* managed in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (iii) the financial records of the reporting unit have been\* kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
  - #(iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been\* kept, as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
  - #(v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been\* furnished to the member or Registrar; and
  - #(vi) there has been\* compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

*[Add the following if any recovery of wages activity has been undertaken during the financial year]*

- (f) in relation to recovery of wages activity:
  - (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the Industrial Registrar; and
  - (ii) the committee of management caused the auditor to include in the scope of the audit required under subsection 257(1) of the RAO Schedule all recovery of wages activity by the reporting unit in which revenues had been derived for the financial year in respect of such activity; and
  - (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on recovery of wages activity and the notes to the financial statements; and
  - (iv) that prior to engaging in any recovery of wages activity, the organization has disclosed to members by way of a written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely request for donations or other contributions in acting for a worker in recovery of wages activity; and

- (v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers until distributions of recovered money were made to the workers.

For Committee of Management: \_\_\_\_\_ [*name of designated officer per section 243 of the RAO Schedule*]

Title of Office held:

Signature:

Date:

\* *Where compliance or full compliance has not been attained - set out details of non compliance instead.*

# *Where not relevant these may be modified accordingly (e.g. in (vi) "No orders have been made by the Commission under section 273 of the RAO Schedule during the period."*



**Certificate of Secretary or other Authorised Officer**<sup>1</sup>

s268 of Schedule 1B *Workplace Relations Act 1996*

I *[name]* being the *[title of office]* of the *[name of the organisation]* certify:

- that the documents lodged herewith are copies of the full report, *[and the concise report]*<sup>2</sup>, referred to in s268 of the RAO Schedule; and
- that the *[full report **OR** concise report]*<sup>3</sup>, was provided to members on *[insert date]*; and
- that the full report was presented to *[a general meeting of members **OR** the last of a series of general meetings of members **OR** a meeting of the committee of management]*<sup>3</sup> of the reporting unit on *[insert date]*; in accordance with section 266 of the RAO Schedule.

Signature

Date:

<sup>1</sup>*RAO regulation 162 prescribes the designated officer for the purpose of RAO schedule s268 as:*

(a) the secretary; or

(b) an officer of the organisation other than the secretary who is authorised by the organisation or by the rules of the organisation to sign the certificate mentioned in that paragraph.

<sup>2</sup>*Only applicable where a concise report is provided to members*

<sup>3</sup>*Insert whichever is applicable*

**CONSTRUCTION, FORESTRY, MINING & ENERGY UNION  
Mining & ENERGY DIVISION TASMANIAN DISTRICT BRANCH**

**FINANCIAL REPORTS FOR THE YEAR ENDED 31 DECEMBER 2006**

Resolution BOM Tasmanian District Branch Financial Report

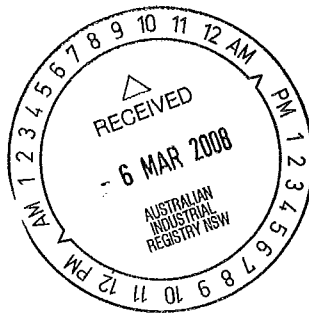
A copy of the full report will be provided on request to members in accordance with section 265(3) (e).

Moved & Seconded

Signed: Christopher G. Hinds



Date: 11 February 2008



**CONSTRUCTION, FORESTRY, MINING & ENERGY UNION  
Mining & ENERGY DIVISION TASMANIAN DISTRICT BRANCH**

**FINANCIAL REPORTS FOR THE YEAR ENDED 31 DECEMBER 2007**

**CERTIFICATE BY SECRETARY OR PRESCRIBED OFFICER**

I Christopher Gregory Hinds being the President of the Construction, Forestry, Mining & Energy Union of Mining & Energy Division, Tasmanian District Branch certify:

- That the documents lodged herewith are copies of the full report, referred to in s268 of the RAO Schedule; and
- That the full report was provided to members on 11 February 2008 and
- That the full report was presented to a meeting of the committee of management of the reporting unit on 9 February 2008 in accordance with section 266 of the RAO Schedule.

Signed: Christopher G. Hinds



Date: 4 March 2008





**Cameron's**  
ACCOUNTANTS & ADVISORS

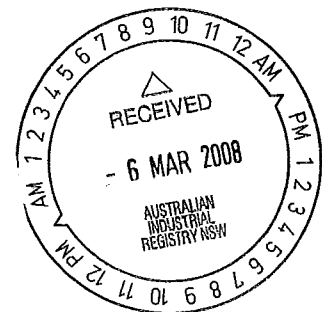
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40-54 Cameron Street  
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Phone: 03 6324 1166  
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# CFMEU – MINING & ENERGY UNION TASMANIAN BRANCH



## ANNUAL REPORT

FOR THE YEAR ENDED  
31 DECEMBER 2007

**CFMEU - MINING & ENERGY UNION  
TASMANIAN BRANCH**

**INCOME STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	NOTES	2007 \$	2006 \$
Revenues from ordinary activities	3	163,407	150,704
Affiliation Fees - ALP		(611)	(548)
Central Council - Contribution		(51,945)	(51,945)
Employee Expenses - Officials		(52,745)	(53,149)
Depreciation and amortisation expenses		(5,072)	(6,424)
Other expenses from ordinary activities		<u>(50,972)</u>	<u>(40,857)</u>
Profit from Ordinary activities before income tax expense	4	2,062	(2,219)
Income tax expense relating to ordinary activities	1	<u>-</u>	<u>-</u>
Profit or loss from ordinary activities after income tax expense		2,062	(2,219)
Profit or loss from abnormal items after income tax expense		-	-
Profit or loss from extraordinary items after income tax expense		-	-
Total Changes in equity of the union		<u><u>2,062</u></u>	<u><u>(2,219)</u></u>

**CFMEU - MINING & ENERGY UNION  
TASMANIAN BRANCH**

**BALANCE SHEET  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	NOTES	2007 \$	2006 \$
<b>CURRENT ASSETS</b>			
Cash	5	<u>127,502</u>	<u>120,369</u>
<b>TOTAL CURRENT ASSETS</b>		<u>127,502</u>	<u>120,369</u>
<b>NON-CURRENT ASSETS</b>			
Property, Plant & Equipment	6	<u>17,125</u>	<u>22,197</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<u>17,125</u>	<u>22,197</u>
<b>TOTAL ASSETS</b>		<u>144,627</u>	<u>142,566</u>
<b>NET ASSETS</b>		<u>144,627</u>	<u>142,566</u>
<b>EQUITY</b>			
Retained Profits	7	<u>144,627</u>	<u>142,566</u>
<b>TOTAL EQUITY</b>		<u>144,627</u>	<u>142,566</u>

**CFMEU - MINING & ENERGY UNION  
TASMANIAN BRANCH**

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	NOTES	2007 \$	2006 \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from members		89,606	97,033
Payments to suppliers and employees		(156,274)	(146,499)
Interest received		5,886	3,671
Other		<u>67,915</u>	<u>50,000</u>
<b>Net cash provided from operating activities</b>	<b>8(a)</b>	<u>7,133</u>	<u>4,205</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Fixed asset purchases		-	(1,650)
Proceeds from sale of fixed assets		<u>-</u>	<u>-</u>
<b>Net cash flow from investing activities</b>		<u>-</u>	<u>(1,650)</u>
<b>Net increase / (decrease) in cash held</b>		<u>7,133</u>	<u>2,555</u>
<b>Cash at the beginning of the financial year</b>		<u>120,369</u>	<u>117,814</u>
<b>Cash at the end of the financial year</b>	<b>8(b)</b>	<u><u>127,502</u></u>	<u><u>120,369</u></u>

**CFMEU - MINING & ENERGY UNION  
TASMANIAN BRANCH**

**STATEMENT OF RECEIPTS & PAYMENTS  
FOR RECOVERY OF WAGES ACTIVITY  
FOR THE YEAR ENDED 31 DECEMBER 2007**

	2007	2006
	\$	\$
<b>Cash assets in respect of recovered money at 1 January 2007</b>		
<b>RECEIPTS</b>		
Amounts recovered from employers	-	-
Interest received on recovered monies	-	-
	<hr/>	<hr/>
<b>Total Receipts</b>	-	-
<b>PAYMENTS</b>		
Deductions of amounts due in respect of membership for:		
12 months or less	-	-
greater than 12 months	-	-
Deductions of donations or other contributions of:		
the reporting unit	-	-
other entity	-	-
Deductions of fees or reimbursement of expenses	-	-
Payments to workers in respect of recovered monies	-	-
	<hr/>	<hr/>
<b>Total Payments</b>	-	-
<b>Cash assets in respect of recovered money at 31 December 2007</b>	<hr/> <hr/>	<hr/> <hr/>



**CFMEU - MINING & ENERGY UNION  
TASMANIAN BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**Note 1 - Statement of Significant Accounting Policies**

This financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards and guidelines set out in the Schedule 1B of the Workplace Relations Act 1996.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values, or except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the material accounting policies adopted by the union in preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

**(a) Income Tax**

No provision for income tax is necessary as 'Trade Unions' are exempt from income tax under section 50-15 of the Income Tax Assessment Act (1997).

**(b) Property, Plant and Equipment**

Plant and Equipment is measured on the cost basis.

The carrying amount of plant and equipment is reviewed annually by the union to ensure it is not in excess of the recoverable amount from those 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 present values in determining recoverable amounts.

**CFMEU - MINING & ENERGY UNION  
TASMANIAN BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**Note 1 - Statement of Significant Accounting Policies (cont'd)**

**Depreciation**

The depreciable amount of all fixed assets are depreciated on both a straight line and diminishing value basis, decided in accordance with the expected usage cycle of the asset. All assets are depreciated over the useful lives of the assets to the union commencing from the time the assets is held ready for use. Depreciation rates vary depending the expected life cycle of the asset.

**(c) Cash**

For the purpose of the Statement of Cash Flows, cash includes cash on hand, at banks and on deposit.

**(d) Revenue**

Revenue from member subscriptions is recognised on the receipt of cash from the member.

Interest revenue is recognised upon being credited to the benefit of the union.

**CFMEU - MINING & ENERGY UNION  
TASMANIAN BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**Note 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 Sections 272(1), 272(2), 272(3) and 272(4) which read as follows:-

Section 272(1) - A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation to be made available to the person making the application.

Section 272(2) - The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the organisation.

Section 272(3) - An organisation must comply with an application made under subsection (1).

Section 272(4) - A Registrar may only make an application under subsection (1) at the request of a member of the reporting unit concerned, and the Registrar must provide to a member, information received because of an application made at the request of the member.

**CFMEU - MINING & ENERGY UNION  
TASMANIAN BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**CONTINUED:**

	2007	2006
	\$	\$
<b>Note 3 - Revenue</b>		
Operating activities		
Members' Contributions	89,606	97,033
Non-operating activities		
Division funding	67,915	50,000
Bank Interest	5,886	3,671
	73,801	53,671
<b>Total Revenue</b>	<b>163,407</b>	<b>150,704</b>

**Note 4 - Profit from Ordinary Activities**

Profit from ordinary activities before income tax expense  
has been determined after :

**(a) Expenses**

Remuneration of Auditor	1,320	1,100
Meeting and travelling expenses	20,602	19,019
Wages & Salaries		
- Officials	52,745	53,149

**CFMEU - MINING & ENERGY UNION  
TASMANIAN BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**CONTINUED:**

	<b>2007</b>	<b>2006</b>
	\$	\$
<b>Note 5 - Cash Assets</b>		
CBA Cheque Account	51,594	50,082
Westpac Bank Corporation - Term Deposit	75,908	70,287
	<u>127,502</u>	<u>120,369</u>

**Note 6 - Property, Plant and Equipment**

Plant and equipment at cost	5,417	5,417
Accumulated Depreciation	(4,566)	(3,563)
	851	1,854
Motor vehicles at cost	29,883	29,883
Accumulated Depreciation	(13,609)	(9,540)
	16,274	20,343
	<u>17,125</u>	<u>22,197</u>

**(a) Movements in carrying amounts**

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial

	<b>Office Equipment</b>	<b>Motor Vehicles</b>
Balance at beginning of year	1,854	20,343
Additions	-	-
Disposals	-	-
Loss on sale	-	-
Depreciation Expense	(1,003)	(4,069)
	<u>851</u>	<u>16,274</u>
Carrying Amount at end of year	<u>851</u>	<u>16,274</u>

**CFMEU - MINING & ENERGY UNION  
TASMANIAN BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2007**

**CONTINUED:**

	<b>2007</b>	<b>2006</b>
	\$	\$
<b>Note 7 - Retained Profits</b>		
Members' Funds at beginning of the financial year	142,566	144,785
Net Funds attributable to the association	2,062	(2,219)
<b>Members' Funds at end of the financial year</b>	<b>144,627</b>	<b>142,566</b>
 <b>Note 8 - Cash Flow Information</b>		
<b>(a) Reconciliation of Net Cash provided by Operating Activities to Profit from Ordinary Activities after Income Tax</b>		
Profit or loss from ordinary activities after income tax expense	2,062	(2,219)
Non-cash flows in profit from ordinary activities		
Depreciation	5,072	6,424
Net cash provided by operating activities	7,133	4,205
 <b>(b) Reconciliation of Cash</b>		
Commonwealth Bank - current account	51,594	50,082
Westpac - Term deposit	75,908	70,287
	127,502	120,369

**CFMEU MINING & ENERGY UNION  
TASMANIA DISTRICT BRANCH**

**COMMITTEE OF MANAGEMENT STATEMENT**

On 29-12-07, the Committee of Management of the CFMEU Mining & Energy Union Tasmanian District Branch passed the following resolution in relation to the General Purpose Financial Report (GPFR) of the reporting unit of the financial year ended 31 December 2007.

The Committee of Management declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with Australian Accounting Standards;
- (b) the financial statements and notes comply with reporting guidelines of the industrial registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the CFMEU Mining & Energy Union Tasmanian District Branch for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the CFMEU Mining & Energy Union Tasmanian District Branch will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
  - (i) meetings of the Committee of Management were held in accordance with the rules of the organisation including rules of the branch; and
  - (ii) the financial affairs of the CFMEU Mining & Energy Union Tasmanian District Branch have been managed in accordance with the rules of the organisation; and
  - (iii) the financial records of CFMEU Mining & Energy Union Tasmanian District Branch have been kept and maintained in accordance with the RAO Schedule and RAO Regulations; and
  - (iv) it has not been practical for the Committee to ascertain whether the financial records of the CFMEU Mining & Energy Union Tasmanian District Branch have been kept in a consistent manner to each of the other reporting units of the CFMEU; and
  - (v) The information sought in any request by a member of the CFMEU Mining & Energy Union Tasmanian District Branch or a registrar duly made under section 272 of the RAO Schedule has been furnished to the member or registrar; and

- (vi) no orders have been made by the Commission under Section 273 of the RAO Schedule during the reporting period.
- (f) in relation to the recovery of wages activity:
- (i) the financial report on recovery of wages activity has been fairly and accurately prepared in accordance with the requirements of the reporting guidelines of the Industrial Registrar; and
  - (ii) the committee of management caused the auditor to include in the scope of the audit required under subsection 257(1) of the RAO Schedule all recovery of wages activity by the reporting unit in which revenues have been derived for the financial year in respect of the such activity; and
  - (iii) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers other than reported in the financial report on the recovery of wages activity and the notes to the financial statements; and
  - (iv) that prior to engaging in any recovery of wages activity, the organisation has disclosed to members by way of written policy all fees to be charged or reimbursement of expenses required for recovery of wages activity, and any likely requests for donations or other contributions in acting for a worker in recovery of wages activity; and
  - (v) no fees or reimbursements of expenses in relation to recovery of wages activity or donations or other contributions were deducted from moneys recovered from employers on behalf of workers until distributions of recovered money were made to the workers.

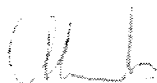
For the Committee of Management:

Christopher Hinds

Title of Office held:

Branch President

Signature:



Date:

9 / 1 / 20



**CFMEU MINING & ENERGY UNION  
TASMANIA DISTRICT BRANCH**

**OPERATING REPORT  
YEAR ENDED 31 DECEMBER 2007**

This operating report covers the activities of the Union for the financial year ended 31 December 2007, the results of those activities and any significant changes in those activities in the nature of those activities during the year.

**Principal Activities During the Financial Year**

The principle activities of the Union during the past year were as follows:

- Implementing of the decisions of the Committee of Management
- Implementing of the union's organising agenda, including direct assistance and strategic advice on particular industry or site organising, projects, the training and development of an official and assistance to the branches on planning and resourcing campaigns.
- Industrial support including representation of individual member grievances, advice on legal and legislative matters, pursuing relevant changes to the conditions of eligibility rules of the union, and responding to other unions' rules applications where they impact on membership of the CFMEU.
- The administration of awards and making applications to vary awards on behalf of branches.
- Management of information technology and strategic membership system designs to support the branch.

Where appropriate, the Union has assisted in the implementation of relevant decisions via the variations of awards.

The Union has also been involved in lobbying and negotiations with different levels of Government and key industry organisations around the issues of importance to CFMEU members.

**Significant Changes in the Union's Financial Affairs During the Year**

The financial affairs of the Union remain consistent with the previous year and membership has remained at similar levels as the previous year.

The net assets of the Union increased by \$2,062 during the financial year.

**Member Resignation**

All members of the Union have the right to resign from the Union in accordance with Rule 11 of the National Rules of the Union (and Section 174 of Schedule 1B of the Workplace Relations Act 1996), by providing written notice addressed and delivered to the Secretary of the relevant branch (including electronic mail).

**Number of Members**

The number of persons that were members of the union at 31 December 2007 was 166.

**Number of Employees**

As at 31 December 2007, the number of full-time equivalent persons who were employees of the Union was 1.


**Divisional Branch Committee of Management members**

Christopher Hinds	President	1 January 2007 to 31 December 2007
Christopher Hogan	Secretary	1 January 2007 to 31 December 2007
David Bean	Vice President	1 January 2007 to 31 December 2007
Mark Street	Check Inspector	1 January 2007 to 31 December 2007
Andrew Everett	Board Member	1 January 2007 to 10 August 2007
Timothy Sutcliffe	Board Member	10 August 2007 to 31 December 2007
Shane Spotswood	Board Member	10 August 2007 to 31 December 2007

Signed by Designated Officer: Christopher Hinds

Title of Office held: Branch President

Signature:



Date:

9-2-08

INDEPENDENT AUDIT REPORT TO THE MEMBERS OF  
CFMEU - MINING & ENERGY UNION TASMANIA BRANCH



Scope

We have audited the financial report of the CFMEU - Mining & Energy Union Tasmania Branch for the year ended 31 December 2007 being the Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and notes to the financial statements. The Committee of Management is responsible for the financial report. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the union.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures include 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. These procedures have been undertaken to form an opinion whether in all material respects, the financial report is presented fairly in accordance with Accounting Standards, reporting requirements under the Workplace Relations Act 1996 and other mandatory professional reporting requirements so as to present a view that is consistent with our understanding of the union's financial position and performance as represented by the results of its operations and its cash flows.

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

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional and ethical pronouncements.

Audit Opinion

In our opinion the general purpose financial report presents fairly in accordance with applicable Australian accounting standards and the reporting requirements imposed by Part 3 of Chapter 8 of Schedule 1B of the Workplace Relations Act 1996 and other mandatory professional reporting requirements the financial position of the CFMEU - Mining & Energy Union Tasmania Branch as at 31 December 2007, and the results of its operations and cash flows for the year then ended.

Our audit encompassed the audit of wages recovery activity of the CFMEU - Mining & Energy Union Tasmania Branch for the year ended 31 December 2007 and in our opinion the financial report on the recovery of wages activity presents fairly in accordance with the requirements of the Industrial Registrar.

A handwritten signature in black ink, appearing to read 'Michael Williams'.

MICHAEL WILLIAMS  
Chartered Accountant - Registered Company Auditor

CAMERONS  
Accountants & Advisors  
46 Cameron Street  
LAUNCESTON TAS 7250

Dated 15 January 2008

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

Level 8, Terrace Towers  
80 William Street, East Sydney, NSW 2011  
Telephone: (02) 8374 6666  
Fax: (02) 9380 6990  
Email: sydney@air.gov.au

Mr Christopher Hinds  
President, Tasmanian Branch, Mining and Energy Division  
CFMEU  
PO Box 72  
GEORGE TOWN TAS 7253

Dear Mr Hinds

**Re: Lodgement of Financial Statements and Accounts – Mining and Energy Division,  
Tasmanian Branch – for year ending 31 December 2007 (FR2007/564)**

Thank you for lodging the abovementioned financial statements which were received on  
6 March 2008.

The documents have been filed.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'S Kellett', written over a horizontal line.

Stephen Kellett  
Statutory Services Branch

12 March 2008