



AUSTRALIAN INDUSTRIAL REGISTRY

Australian Industrial Registry
Level 35, Nauru House
80 Collins Street
MELBOURNE VIC 3000
Telephone: (03) 8661 7888
Fax: (03) 9654 6672

Ref: AR2004/281-[078N]

Mr Jon Hanlon
Secretary
CSR Limited Officers' Association
Locked Bag No. 6
CHATSWOOD NSW 2067

Dear Mr Hanlon

**Re: CSR Limited Officers' Association
Annual Return of Information for Year 2004**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for the year 2004 in respect of the body specified above.

In accordance with subsection 233(1) of the Registration and Accountability of Organisations Schedule (Schedule 1B to the *Workplace Relations Act 1996*), each organisation is required to lodge in the Industrial Registry certain information relating to records required to be kept and maintained by the organisation under section 230 and regulation 147 of the Workplace Relations (Registration and Accountability of Organisations) Regulations. Such information must, in respect of the year 2004 be lodged before 31 March 2004.

Please note that as a result of changes made to the Act on 12 May 2003, an organisation must also keep and lodge:

- ◆ a record of the name of each branch that commenced operation in the previous 12 months;
- ◆ a record of the name of each branch that ceased operation in the previous 12 months;
- ◆ a record of each election that must, under the rules of the organisation, be held during each year commencing 1 January for an office in the organisation and for an office in a branch of the organisation; and
- ◆ a record of the number of members on 31 December in the previous year;

Note: ► Previously, the requirement to lodge a record of each election that must be held applied to each year commencing 1 April.

Note: ► Previously, the requirement to lodge the number of members only applied to an organisation of employees and was related to the number of persons who were, on 1 January, both members and employees or independent contractors. The new requirement will apply to an organisation of employers as well as an organisation of employees.

The obligation to lodge a “statutory declaration” signed by the secretary or other prescribed officer to accompany documents required to be lodged annually has been replaced with an obligation to lodge a “declaration” [s233(1)].

A summary of the information required to be lodged annually is set out in the accompanying document. Notifications of changes to the annual information required to be lodged under subsection 233(2) and regulation 151 are also summarised in the accompanying document.

When lodging in the Registry the annual return or any subsequent notification of a change to records please quote: **AR2004/281**.

Please do not hesitate to contact me on (03) 8661 7988 if you wish to discuss the requirements for the Annual Return of Information or notifications of changes to such information.

Yours sincerely

A handwritten signature in cursive script that reads "L. Markovski".

Lyn Markovski

E-mail: lynette.markovski@air.gov.au

13 January, 2004

Recurring Obligations To Keep And Lodge Information Under Schedule 1B to the Workplace Relations Act 1996 (RAO Schedule) and the RAO Schedule Regulations

Information	Key Contents
Maintenance of Register of Members	A declaration by the secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, been kept and maintained as required by ss230(1)(a) and (2) <i>[s233(1)(a)]</i>
List of Offices <i>- see Note 2</i>	A list of the offices in the organisation and each branch (note the definition of “office” and “officer” in ss6 and 9) <i>[s230(1)(b)]</i>
List of Office-holders <i>- see Note 2</i>	A list of the names, postal addresses and occupations of the persons holding the offices (note definition of “office” and “officer” in ss6 and 9) <i>[s230(1)(c)]</i>
List of Branches <i>- see Note 2</i>	A record of the name of each branch of the organisation <i>[s230(1)(d) and reg. 147(a)]</i>
New Branches	A record of the name of each branch that commenced operation in the previous 12 months <i>[s230(1)(d) and reg. 147(b)]</i>
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months <i>[s230(1)(d) and reg. 147(c)]</i>
Addresses of Organisation and Branches <i>- see Note 2</i>	A record of the address of the office of the organisation and the office of each branch <i>[s230(1)(d) and reg.147(d)]</i>
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during each year commencing 1 January for an office in the organisation and branch of the organisation <i>[s230(1)(d) and reg. 147(e)]</i>
Statement concerning number of members	A record of the number of members on 31 December in the previous year. If the organisation has entered into an agreement under ss151(1) of the Schedule - a record of the number of members of the organisation who were, on 31 December in the previous year, ineligible State members in relation to the organisation, within the meaning of s150 of the Schedule. <i>[s230(1)(d) and reg. 147(f) and (g)]</i>

Please note:

1. A copy of the above records must be lodged in the Industrial Registry, once in each year, at any time during the period of 3 months commencing on 1 January, certified by declaration signed by the secretary or other prescribed officer to be a correct statement of the information contained in that record *[s233(1)(b) and [reg 149]*.
2. In the event of any change to certain of the abovementioned records, an organisation must, within 35 days of the change, lodge in the Industrial Registry, a notification of such change certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made *[s233(2)and reg. 151]*.
3. The above requirements apply to documents required to be lodged from 1 January 2004.

Helping make
a better place to work



28 January 2004

Ms Lynette Markovski
Statutory Services Branch
Australian Industrial Registry
GPO Box 1994S
MELBOURNE. VIC 3001

Dear Ms Markovski.

**RE: ANNUAL RETURN OF INFORMATION FOR 2004
CSR & Rinker Salaried Staff Association
Refer AR2004/281**

Enclosed please find the annual return of information written on the letterhead of the CSR Limited Officers' Association. We draw to your attention that, in a letter from the Australian Industrial Registry dated 24 December 2003 (copy attached) we were notified that our name has been successfully changed to CSR & Rinker Salaried Staff Association.

Should you require this annual return of information for 2004 under our new name (although we have not as yet had new letterhead printed) please advise.

Yours faithfully

Denis Boner
Employee Industrial Relations Manager
CSR & Rinker Salaried Staff Association.

enc



AUSTRALIAN INDUSTRIAL REGISTRY

Level 36, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6812

Mr Denis Boner
Employee Industrial Relations Manager
CSR & Rinker Salaried Staff Association
Locked Bag 6, Chatswood
NSW 2057

Dear Mr Boner,

**Re: CSR Limited Officers' Association
s158(1) of Schedule 1B application for consent to change of name
(D2003/34)**

I return herewith the organisation's certificate of registration which has been amended under s160(b) of Schedule 1B of the *Workplace Relations Act 1996* pursuant to Vice President Ross's decision of 15 December 2003 [PR941941].

Yours sincerely,

Shane Eillard
Team Manager - RIA Team 1
Statutory Services Branch (Melbourne)

24 December 2003

Helping make
a better place to work



28 January 2004

Ms Lynette Markovski
Statutory Services Branch
Australian Industrial Registry
GPO Box 1994S
MELBOURNE VIC 3001

Dear Ms Markovski,

**RE: ANNUAL RETURN OF INFORMATION FOR 2004
CSR LIMITED OFFICERS' ASSOCIATION
Refer AR2004/281**

In accordance with the Registration and Accountability of Organisations Schedule section 230 and regulation 147 of the Workplace Relations (Registration and Accountability of Organisations) Regulations we provide the following information:

Maintenance of Register of Members	I declare that a register of members of the CSR Limited Officers' Association has been kept and maintained during 2003.
List of Offices	The offices of the CSR Limited Officers' Association are: President Vice President Secretary Treasurer Executive Members (5) – <i>(Please note we only presently have four elected Executive Members)</i>
List of Office-holders	See attachment A
List of Branches	There is only one branch of the CSR Limited Officers' Association, the address being: Level 2 9 Help Street Chatswood NSW 2067
New Branches	No new branches commenced in the previous 12 months.
Old Branches	No branches ceased operation in the previous 12 months.
Addresses of Organisation and Branches	The address of the CSR Limited Officers' Association is: Level 2 9 Help Street Chatswood NSW 2067 <i>(Please note the change from Level 4, 9 Help Street.)</i>

CL
CH

	The postal address is: Locked Bag No. 6 Chatswood NSW 2057
Elections in Organisation and Branches	During the period 1/1/04 to 31/12/04 no elections are scheduled to be held. (<i>Our Rules require an election every two years and an election was held during 2003.</i>)
Statement concerning number of members	I declare the number of members of the CSR Limited Officers' Association on 31 December 2003 to be 1,387.

I, Jon Hanlon, being the Secretary of the CSR Limited Officers' Association, declare the information contained in this return to be a true and correct record.

Should you have any queries in relation to this information, please contact Denis Boner on (02)9964 1747.

Yours faithfully



Jon Hanlon
Secretary
CSR Limited Officers' Association

ATTACHMENT A

LIST OF OFFICE – HOLDERS 2004 CSR Limited Officers' Association

President	Linus Cole CSR Gyprock 92 Barrier Street Fyshwick ACT 2609	Regional Sales Manager
Vice President	Richard Blaxland CSR Gyprock Locked Bag 26 Wetherill Park NSW 2164	Human Resources Manager
Secretary	Jon Hanlon CSR Limited Locked Bag 6 Chatswood NSW 2057	Technical Services Manager
Treasurer	Eric Ip CSR Limited Locked Bag 6 Chatswood NSW 2057	Senior Accountant
Executive Member	Tony Sinardi CSR Limited Macknade Mill Ingham QLD 4850	Field Officer
Executive Member	David Ryerson CSR Limited Locked Bag 6 Chatswood NSW 2057	National Claims Advisor, CSR Workers' Compensation
Executive Member	Laurie Jensen Readymix Holdings Ltd 90-92 Phillip Street Parramatta NSW 2150	National Training Co-ordinator
Executive Member	John Baker CSR Shared Services 768 Boundary Rd Coopers Plains Qld 4108	Payroll Services Manager



AUSTRALIAN INDUSTRIAL REGISTRY

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Mr Denis Boner
Employee Industrial Relations Manager
CSR & Rinker Salaried Staff Association
Locked Bag No.6
CHATSWOOD NSW 2057

Dear Mr Boner,

**Re: CSR & Rinker Salaried Staff Association
Annual Return of information contained in records kept by organisation
(AR 2004/281)**

I have received your letter dated 28 January 2004 and the declaration by Mr Jon Hanlon dated 28 January 2004 providing information in accordance with subsection 233(1) of the Registration and Accountability of Organisations Schedule (Schedule 1B to the *Workplace Relations Act 1996*). The documents were lodged in the Industrial Registry on 3 February 2004.

The documents lodged cover the following information for the 2004 Annual Return of the organisation: -

- declaration in respect of the register of members of the organisation;
- list of offices in the organisation;
- list of the names, postal addresses and occupation of the persons holding those offices;
- registered and postal addresses of the organisation;
- information in respect to elections of the organisation;
- the number of members on 31 December in the previous year.

The documents have been filed.

Yours sincerely,

Lynette Markovski
Statutory Services Branch

5 February 2004

CSR & RINKER SALARIED STAFF ASSOCIATION

LEVEL 2, 9 HELP STREET CHATSWOOD NSW 2067
TELEPHONE: (02) 9964 1747

LOCKED BAG 6 CHASTWOOD NSW 2057
FACSIMILE: (02) 9964 1742

27 May 2004

Ms Lynette Markovski
Statutory Services Branch
Australian Industrial Registry
GPO Box 1994S
MELBOURNE. VIC 3001

Dear Ms Markovski,

**RE: CHANGES IN LIST OF OFFICES AND OFFICE-HOLDERS
SECTION 268(4) WORKPLACE RELATIONS ACT 1996
Refer AR2004/281**

The CSR & Rinker Salaried Staff Association notifies in accordance with Section 268(4) of the Workplace Relations Act 1996 the following member who was on 7 May 2004 appointed to fill the temporary vacancy on the Executive Council as an Executive Member. (We remind you that our declaration of 28 January 2004 had advised that at that stage we only had four elected Executive Members.)

The vacancy has been filled by Ms Kay Hays, who is employed by Rinker Group Company as a Business Systems Analyst, based at 18 Little Cribb Street, Milton, Qld, 4064.

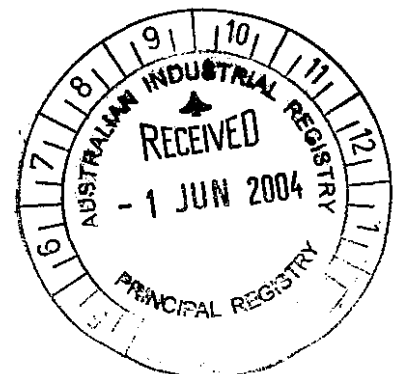
As Secretary of the CSR & Rinker Salaried Staff Association I declare the above information to be a true and correct record.

Should you require any additional information would you please contact Denis Boner on (02) 9964 1747.

Yours faithfully,



Jon Hanlon
Secretary
CSR & Rinker Salaried Staff Association.





Australian Government
Australian Industrial Registry

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Mr Jon Hanlon
Secretary
CSR & Rinker Salaried Staff Association
Locked Bag 6
CHASTWOOD NSW 2057

Dear Mr Hanlon,

**Re: CSR & Rinker Salaried Staff Association
Notification of changes made to records of organisation - (AR2004/281)**

I have received your declaration dated 27 May 2004, providing notification of changes made to records in accordance with subsection 268(4) of the *Workplace Relations Act 1996*. The document was lodged in the Industrial Registry on 1 June 2004.

The document lodged cover changes made to the following records kept by the organisation: -

- Changes made to Executive Council.

The document has been filed.

Please note that from the commencement on 12 May 2003 of the Workplace Relations Registration and Accountability of Organisations) legislation (the RAO legislation), notification of changes made to records are required to be lodged in accordance with s233(2) of the Registration and Accountability of Organisations Schedule (the RAO Schedule), certified by declaration signed by the secretary or other prescribed officer of the organisation.

Yours sincerely,

A handwritten signature in cursive script that reads "L. Markovski".

Lynette Markovski
Statutory Services Branch

8 June 2004.