



14 November 2019

Gary Swan
Secretary
CSR & Holcim Staff Association
Sent via email: gary.swan@au.wilmar-intl.com

Dear Gary Swan

Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2019/34)

I acknowledge receipt of a Notification of Change to the office holders of the CSR & Holcim Staff Association.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
7/11/2019	N/A	Treasurer, Executive Councillors (3) and Vice President	No - up to 17 days late

Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

Late notification

The notification from your organisation indicates that changes occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring.

Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific

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Telephone: 1300 341 665 | Email: regorgs@roc.gov.au
Website: www.roc.gov.au

duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

Mandatory disclosures

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

Mandatory training

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe. Further information about training is provided in our [officer financial training fact sheet](#).

Thank you for your correspondence.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission

CSR & Holcim Staff Association

LEVEL 1, TRINITY 3
39 DELHI ROAD
NORTH RYDE, NSW 2113
TELEPHONE: (02) 9964 1747

LOCKED BAG 1345,
NORTH RYDE BC NSW 1670
FACSMILE: (02) 8362 9021
csrholcimwilmar.com

NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 Fair Work (Registered Organisations) Act 2009 and regulation 147 Fair Work (Registered Organisations) Regulations 2009

I, Gary David Swan, being the Secretary of the CSR and Holcim Staff Association, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the *Fair Work (Registered Organisations) Act 2009*:
 - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Dated: 6th November 2019

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches:

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
National	16/9/2019	Treasurer	Vacant	Meshach Kamoda	c/- CSR & Holcim Staff Association, Locked Bag 1345, North Ryde BC NSW 1670	Finance Manager
National	16/9/2019	Executive Councillor	Vacant	John Denyer	c/- CSR & Holcim Staff Association, Locked Bag 1345, North Ryde BC NSW 1670	Accounting Manager
National	16/9/2019	Executive Councillor	Vacant	Trent Vernon	c/- CSR & Holcim Staff Association, Locked Bag 1345, North Ryde BC NSW 1670	Logistics Officer
National	1/10/2019	Executive Councillor	Max Priebe	Lisa Ballard	c/- CSR & Holcim Staff Association, Locked Bag 1345, North Ryde BC NSW 1670	Executive Assistant & Office Manager
National	29/10/2019	Vice President	Vacant	Max Priebe	c/- CSR & Holcim Staff Association, Locked Bag 1345, North Ryde BC NSW 1670	Production Manager



22 October 2019

Gary Swan
Secretary
CSR & Holcim Staff Association
Sent via email: MPORT@csr.com.au

Dear Gary Swan,

Declaration and information lodged under subsection 233(1) for 2019 (AR2019/34)

I acknowledge receipt by the Registered Organisations Commission (the ROC) on 27 March 2019 of your organisation's Annual Return which provides information under subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

Thank you for providing the Annual Return.

The documents lodged provide the required information for the 2019 Annual Return of the CSR & Holcim Staff Association.

The Annual Return has been filed. Annual returns are publicly available on the website through the [List of Registered Organisations](#).

Notifications of Change

Any changes to these records must be notified to the ROC within 35 days of the change. A template Notification of Change Declaration is available on the [fact-sheets](#) page of our website. The CSR & Holcim Staff Association is encouraged to use this template if any changes occur.

If you have any queries regarding this correspondence I can be contacted on 1300 341 665 or by email at regorgs@roc.gov.au.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission

CSR & Holcim Staff Association

LEVEL 1, TRINITI 3
39 DELHI ROAD
NORTH RYDE, NSW 2113
TELEPHONE: (02) 9964 1747

LOCKED BAG 1345,
NORTH RYDE BC NSW 1670
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27 March 2019

Regulatory Compliance Branch
Fair Work Commission
GPO Box 1994
MELBOURNE VIC 3001

By Email: orgs@fwc.gov.au

CSR & Holcim Staff Association: Annual Return of Information for 2018 [AR2019/34]

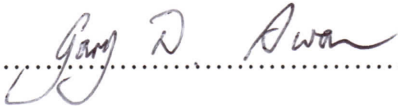
ANNUAL RETURN OF INFORMATION (organisation with no branches) in accordance with rr.147 Fair Work (Registered Organisations) Regulations 2009 and Sections 230 & 233 Fair Work (Registered Organisations) Act 2009

I, Gary Swan, being the Secretary of the CSR & Holcim Staff Association, declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the *Fair Work (Registered Organisations) Act 2009* (the Act).
3. The following is a correct statement of the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Act:
 - The address of the organisation is: Level 1, TrinitI 3, 39 Delhi Road, North Ryde, NSW 2113. The postal address is: Locked Bag 1345, North Ryde BC, NSW 1670
 - The organisation has no branches and no branches have ceased or commenced in the previous 12 months.
 - On 31 December 2018 the number of members was 604.
 - A list of offices and the names, postal addresses and occupations of persons holding those offices as at the date of this declaration is attached at Annexure A and forms part of this declaration.

- Under the rules of the organisation, the following elections must be held between 1 January and 31 December of 2019:
 - President (1)
 - Vice President (1)
 - Secretary (1)
 - Treasurer (1)
 - Executive Council Members (5)

- The organisation:
 - Has not entered into an agreement under s.151(1) of the Act with a state union.

Signed: 

Name: Gary Swan

Position: Secretary

Date: 27th March 2019

ANNEXURE A

- Offices and Office Holders in the Organisation (CSR & Holcim Staff Association)

Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
<i>President</i>	<i>Fred Adams</i>	<i>c/- CSR & Holcim Staff Association, Locked Bag 1345, North Ryde BC. NSW 1670</i>	<i>Regional Logistics Manager NSW/ACT, Holcim</i>
<i>Vice President</i>	<i>Vacant</i>	<i>N/A</i>	<i>N/A</i>
<i>Treasurer</i>	<i>Vacant</i>	<i>N/A</i>	<i>N/A</i>
<i>Secretary</i>	<i>Gary Swan</i>	<i>c/- CSR & Holcim Staff Association, Locked Bag 1345, North Ryde BC. NSW 1670</i>	<i>Project Manager</i>
<i>Committee of Management Member</i>	<i>Steve Postma</i>	<i>As above</i>	<i>Grower Relations and Strategic Initiatives Manager</i>
<i>Committee of Management Member</i>	<i>Max Priebe</i>	<i>As above</i>	<i>Operations Manager</i>
<i>Committee of Management Member</i>	<i>Don McArthur</i>	<i>As above</i>	<i>Procurement Process G&I Manager</i>
<i>Committee of Management Member</i>	<i>Bill Love</i>	<i>As Above</i>	<i>Installations Manager Insulation VIC/TAS</i>
<i>Committee of Management Member</i>	<i>Vacant</i>	<i>N/A</i>	<i>N/A</i>