



1 February 2018

Mr Timothy Jacobson
Acting National Secretary, National Assistant Secretary, Tasmania Branch Secretary
Health Services Union
timj@hsu.net.au

CC: Mr Gerard Hayes, New South Wales Branch Secretary, by email: gerard.hayes@hsu.asn.au

Mr Paul Elliot, Victoria No. 4 Branch Secretary, by email: paule@msav.org.au

Dear Mr Jacobson,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

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
29/12/2017	New South Wales Branch	Outgoing office holder	Yes
29/12/2017	Victoria No.4 Branch	Incoming office holder	Yes
12/01/2018	Western Australia Branch	Incoming office holder	Yes

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.

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, the details of which 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 must 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.

Thank you for your correspondence.

Yours faithfully,

Declan Clifford
Registered Organisations Commission

4 January 2018

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of the appointment to a casual vacancy on the Branch Committee of Management of the Western Australia Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely


Tim Jacobson
Acting National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



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, Timothy Martin Jacobson, being the Acting National Secretary of the Health Services Union, 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:

4 January 2018

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

On 30 October 2017, I notified a change of Records in the Annual Return as follow:

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
Western Australia	27 October 2017	Ordinary Member of Branch Committee of Management	Kim Larsen	To be advised	To be advised	To be advised

The vacancy created by the resignation of Ms Larsen has now been filled in accordance with the rules of the HSU as follows:

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
Western Australia	29 December 2017	Ordinary Member of Branch Committee of Management	Previously advised	Ms Zeone Marsh	8 Coolgardie Terrace, Perth, Western Australia 6000	Roster and Training Co-Ordinator

20 December 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of the appointment to a casual vacancy on the Branch Committee of Management at the Victoria No 4 Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely



Tim Jacobson
Acting National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



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, Timothy Martin Jacobson, being the Acting National Secretary of the Health Services Union, 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:

20 December 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

On 29 June 2017 Chris Brown notified a change of Records in the Annual Return as follow:

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
Victoria No 4 Branch	5 June 2017	Branch Trustee	Stephen Edwards	To be advised	To be Advised	To be Advised

The vacancy created by the resignation of Mr Edwards has now been filled in accordance with the rules of the HSU as follows:

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
Victoria No 4 Branch	13 December 2017	Branch Trustee	Previously advised	Dr Peter Brann	Level1, 62 Lygon St, Carlton South Vic	Psychologist

20 December 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

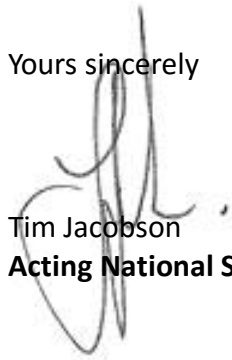
Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of a resignation from the position of Branch Councillor (Mid North Coast) and Delegate to National Council in the New South Wales Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely



Tim Jacobson
Acting National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



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, Timothy Martin Jacobson, being the Acting National Secretary of the Health Services Union, 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:

20 December 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
New South Wales Branch	12 December 2017	Branch Councillor (Mid North Coast) & Delegate to National Council	Suzanne Davis	To be advised	To be advised	To be advised



6 December 2017

Mr Timothy Jacobson
Acting National Secretary, National Assistant Secretary; TAS Branch Secretary
Health Services Union
timj@hsu.net.au

CC: Victoria No. 1 Branch, diana.asmar@hsu.vic.asn.au
South Australia/Northern Territory Branch, jorge@hsusant.org.au
New South Wales Branch, gerard.hayes@hsu.asn.au
Victoria No. 3 Branch, craig.mcgregor@vahpa.asn.au

Dear Mr Jacobson,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

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
4/12/2017	Victoria No. 1	New Branch Delegate to National Council	Yes
4/12/2017	South Australia/Northern Territory	New Ordinary Member of Branch Committee of Management	Yes
4/12/2017	New South Wales	New Branch Councillor (Western Sydney)	Yes
4/12/2017	Victoria No. 3	New Ordinary Member of Branch Committee of Management	Yes

Late notifications

Please note that 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.

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, the details of which 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 must 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.

Thank you for your correspondence.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission

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, Timothy Martin Jacobson, being the Acting National Secretary of the Health Services Union, 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:

30 October 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

On the 30 October 2017 I notified you of a change to the records of the Victoria No 3 Branch as follows:

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
Victoria No. 3 Branch	18 October 2017	Ordinary Member of Branch Committee of Management	Tracey Maughan	To be advised	To be advised	To be advised

The vacancy created by the resignation of Ms Maughan has now been filled in accordance with the rules of the HSU as follows:

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
Victoria No. 3 Branch	28 November 2017	Ordinary Member of Branch Committee of Management	Previously advised	Cecilia Judge	355 Williams St West Melbourne PO Box 13286, Law Courts, Vic 8010	Social Worker

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, Timothy Martin Jacobson, being the Acting National Secretary of the Health Services Union, 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: 29 November 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

On the 11 September 2017 the HSU notified a Change of Records in the Annual Return as follows:

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
New South Wales Branch	29 August 2017	Branch Councillor (Western Sydney)	Raymond Dunn	To be advised	To be advised	To be advised

The vacancy created by the resignation of Mr Dunn has now been filled in accordance with the rules of the HSU as follows:

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
New South Wales	28 November 2017	Branch Councillor (Western Sydney)	Previously advised	John Lawrence	Level 2, 109 Pitt St Sydney NSW 2000	Stores Manager

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, Timothy Martin Jacobson, being the Acting National Secretary of the Health Services Union, 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:

27 November 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

On the 30 October 2017 I advised you of the following change to the Health Services Union Annual Return in the records of the SA/NT Branch as follows:

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
South Australia/Northern Territory	10 October 2017	Ordinary Member of Branch Committee of Management	Karryn Sampson	To be advised	To be advised	To be advised

The vacancy created by the resignation of Ms Sampson has been filled in accordance with the rules of the Health Services Union as follows:

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
South Australia/Northern Territory	20 November 2017	Ordinary Member of Branch Committee of Management	Previously advised	Annie-Christine [Polly] Paerata	170 Greenhill Road, Parkside, South Australia 5063	Administration Officer

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, Timothy Martin Jacobson, being the Acting National Secretary of the Health Services Union, 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:

27 November 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

On the 30 October 2017 I advised you of a change to Health Services Union Annual Return in the Victoria No.1 Branch as follows:

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
Victoria No. 1 Branch	23 October 2017	Branch Delegate to National Council	Brett Hey	To be advised	To be advised	To be advised

The vacancy created by the resignation of Mr Hey has now been filled in accordance with the rules of the Health Services Union

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
Victoria No. 1 Branch	20 November 2017	Branch Delegate to National Council	Previously advised	Nick Katsis	Level 5/222 Kingsway, South Melbourne	Metropolitan Organiser/Trainer

HIBBERD,Christine

From: ROC - Registered Org Commission
Sent: Thursday, 2 November 2017 10:07 AM
To: Leigh Svendsen
Subject: Notification of interim appointment [SEC=UNCLASSIFIED]

Dear Leigh,

Thank you for the notification. The contact name has now been altered to Tim Jacobson as Acting National Secretary.

Kind regards,

Christine Hibberd
Administrator
Registered Organisations Commission

Tel: 1300 341 665
regorgs@roc.gov.au

GPO Box 2983, MELBOURNE VIC 3001 | 414 Latrobe Street, Melbourne Victoria 3000

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www.roc.gov.au



Australian Government
Registered Organisations Commission

Please consider the environment before printing this message

From: Leigh Svendsen [<mailto:leighs@hsu.net.au>]
Sent: Wednesday, 1 November 2017 2:02 PM
To: GALLICHIO,Sam
Cc: Tim Jacobson
Subject: HPRM: ON CMS AR2017/24 HSU 2nd Notification of interim appointment

Dear Sam

Please see attached notification to the Commission of the 26 October 2017 advising of Chris Brown's extended sick leave and interim appointment of Tim Jacobson as Acting National Secretary, and designated office in his absence.

If there is anything further we should lodge to ensure receipt of HSU notifications are acknowledged to the relevant officer, please advise so we can follow up immediately. Thank you for your assistance.

Regards.../ Leigh

Leigh Svendsen | Senior National Industrial Officer | HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC, 3053

PO Box 98, Carlton South VIC 3053

ABN 68 243 768 561

p 8579 6328 m 0418 538 989

e leighs@hsu.net.au w www.hsu.net.au



HSU National acknowledges the Traditional Owners and Elders past, present and future across Australia. We respectfully acknowledge that our office stands on the lands of the traditional owners and continuing custodians of Melbourne, the Boon Wurrung and Woi Wurrung language groups of the greater Kulin Nation.

This message and any attachments are for the intended recipient and may contain confidential or privileged information. Only the intended recipient may access, use, copy or deliver it. If you have received this email in error, please reply to us immediately and delete the email and any attachments. Please advise immediately if you or your employer do not consent to the use of email for messages of this kind. Protecting your personal information is important to us. Our [Privacy Statement](#) explains how we collect, use, share and hold your personal information.

From: Chris Brown

Date: Wednesday, 1 November 2017 at 11:14

To: Leigh Svendsen

Subject: FW: Annual Return - Notification of changes to office holders

On 31/10/17, 3:44 pm, "Sam.Gallichio@roc.gov.au" <Sam.Gallichio@roc.gov.au> wrote:

Please find attached correspondence from the Registered Organisations Commission. If you have any questions, or have received it in error, please call 1300 341 665.

Please consider the impact to the environment and your responsibility before printing this email. This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender.

HIBBERD,Christine

From: Leigh Svendsen <leighs@hsu.net.au>
Sent: Thursday, 26 October 2017 12:35 PM
To: ROC - Registered Org Commission
Cc: Tim Jacobson
Subject: Designated Officer HSU

Dear Commissioner

Please be advised that Chris Brown National Secretary Health Services Union is currently on extended personal leave. Tim Jacobson National Assistant Secretary, has been appointed Acting National Secretary by the HSU National Executive until Mr Brown is fit to return to work.

Resolution: NE 57/2017

Moved: Chris Panizza/ Andrew Hewat

“That the National Executive notes the advice from National Secretary Chris Brown that, due to an illness that will require surgery and a period of recovery, it is unlikely that he will be fit to undertake any duties of the National Secretary until February 2018 at the earliest.

Therefore, in accordance with rule 27(a)(ii), National Executive appoint the National Assistant Secretary, Tim Jacobson as the Acting National Secretary from close of business on Tuesday 3 October until Chris Brown is fit to return to duties.”

CARRIED

Mr Jacobson can be contacted on timj@hsu.net.au or 0419 331 936. In his absence, Ms Leigh Svendsen Senior National industrial can be contacted on leighs@hsu.net.au or 0418 538 989.

Regards.../ Leigh Svendsen

Leigh Svendsen | Senior National Industrial Officer | HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC, 3053

PO Box 98, Carlton South VIC 3053

ABN 68 243 768 561

p 8579 6328 m 0418 538 989

e leighs@hsu.net.au w www.hsu.net.au



HSU National acknowledges the Traditional Owners and Elders past, present and future across Australia. We respectfully acknowledge that our office stands on the lands of the traditional owners and continuing custodians of Melbourne, the Boon Wurrung and Woi Wurrung language groups of the greater Kulin Nation.

This message and any attachments are for the intended recipient and may contain confidential or privileged information. Only the intended recipient may access, use, copy or deliver it. If you have received this email in error, please reply to us immediately and delete the email and any attachments. Please advise immediately if you or your employer do not consent to the use of email for messages of this kind. Protecting your personal information is important to us. Our [Privacy Statement](#) explains how we collect, use, share and hold your personal information.



31 October 2017

Mr Chris Brown
National Secretary
Health Services Union
sent via email: chrisb@hsu.net.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of Notifications of Change to the office holders of the Health Services Union.

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
30 October 2017	SANT	Karryn Sampson resigned from position of Ordinary Member of BCoM	Yes
30 October 2017	Vic No 1	Brett Hey resigned from position of Branch Delegate to National Council	Yes
30 October 2017	Vic No 3	Tracey Maughan resigned from position of Ordinary Member of BCoM	Yes
30 October 2017	WA	Kim Larsen resigned from position of Ordinary Member of BCoM	Yes
30 October 2017	NSW	Catherine Lloyd replaced Ron Henderson as Branch Councillor (Murrumbidgee)	No

Late notifications

Please note that 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. The notification from your organisation indicates that one of the changes occurred more than 35 days prior to its lodgement. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

Please ensure that future notifications of change are lodged within 35 days of the change occurring.

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, the details of which 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 must 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.

Thank you for your correspondence.

Yours faithfully,

Sam Gallichio
Registered Organisations Commission



30 October 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of a resignation from the position of Ordinary Member of the Branch Committee of Management in the South Australian/Northern Territory Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tim Jacobson', is written over a light grey circular stamp.

Tim Jacobson
Acting National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



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, Timothy Martin Jacobson, being the National Secretary of the Health Services Union, 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:

30 October 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
South Australia/Northern Territory	10 October 2017	Ordinary Member of Branch Committee of Management	Karryn Sampson	To be advised	To be advised	To be advised



30 October 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of a resignation from the position of Delegate to National Council in the Victoria No 1 Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tim Jacobson', is written over a light grey circular stamp.

Tim Jacobson
Acting National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



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, Timothy Martin Jacobson, being the National Secretary of the Health Services Union, 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:

30 October 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
Victoria No. 1 Branch	23 October 2017	Branch Delegate to National Council	Brett Hey	To be advised	To be advised	To be advised



30 October 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of a resignation from the position of Ordinary Member of the Branch Committee of Management in the Victoria No 3 Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tim Jacobson', is written over a light grey circular watermark.

Tim Jacobson
Acting National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



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, Timothy Martin Jacobson, being the National Secretary of the Health Services Union, 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:

30 October 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
Victoria No. 3 Branch	18 October 2017	Ordinary Member of Branch Committee of Management	Tracey Maughan	To be advised	To be advised	To be advised



30 October 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of a resignation from the position of Ordinary Member of the Branch Committee of Management in the West Australia Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tim Jacobson', is written over a light grey circular stamp.

Tim Jacobson
Acting National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



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, Timothy Martin Jacobson, being the National Secretary of the Health Services Union, 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:

30 October 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
West Australia	27 October 2017	Ordinary Member of Branch Committee of Management	Kim Larsen	To be advised	To be advised	To be advised



30 October 2017

Registered Organisations Commissioner

Registered Organisations Commission

By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of an appointment to fill a casual vacancy to the position of Branch Councillor (Murrumbidgee) in the New South Wales Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tim Jacobson', is written over a light grey circular stamp.

Tim Jacobson
Acting National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053

PO Box 98, Carlton South VIC 3053

(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



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, Timothy Martin Jacobson, being the National Secretary of the Health Services Union, 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:

30 October 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

On 11 May 2017, Chris Brown notified a change of Records in the Annual Return as follow:

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
New South Wales	13 April 2017	Branch Councillor (Murrumbidgee)	Ron Henderson	To be advised	To be Advised	To be Advised

The vacancy created by the resignation of Mr Henderson has now been filled in accordance with the rules of the HSU as follows:

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
New South Wales	13 April 2017	Branch Councillor (Murrumbidgee)	Ron Henderson	Catherine Lloyd	Level 2, 109 Pitt St, Sydney, New South Wales 2000	Ward Clerk



16 October 2017

Mr Chris Brown
National Secretary
Health Services Union
chrisb@hsu.net.au

CC: New South Wales Branch, fran.johnston@hsu.asn.au
South Australia/Northern Territory Branch, info@hsusant.org.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.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
11/10/2017	NSW	Bruce Rowling appointed as Branch Councillor (Northern Sydney) and Delegate to National Council
12/10/2017	SA/NT	Position of Branch Junior Vice President has been abolished

Section 293K of the RO Act requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are contained in the RO Act.

Thank you for the notification.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission

12 October 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of a change to the registered rules of the Health Services Union with abolishes the positions of Branch Junior Vice President in the South Australian/Northern Territory Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely



Tim Jacobson
Acting National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



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, Timothy Martin Jacobson, being the National Secretary of the Health Services Union, 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:

12 October 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

1. On 20 June 2017, the Health Services Union lodged with the Fair Work Commission an application under s.159 of the Fair Work (Registered Organisations) Act 2009 (the Act) to alter Rule “40(a) – Branch Officers” of the rules of the organisation.
2. On 2 October 2017, the General Manager of the Fair Work Commission under subsection 159(1) of the Act certified the alterations to the rules of the Health Services Union.
3. The effect of the alteration certified changed rule 40(a) – Branch Officers, to the effect that in the South Australia/Northern Territory Branch there would be no Branch Junior Vice President.
4. A copy of the rule certification decision of the General Manager of the Fair Work Commission and a certified copy of the rules of Health Services Union 051V incorporating alterations of 6 July 2017 (R2017/126) are attached.

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
South Australia/Northern Territory	2 October 2017	Branch Junior Vice President	Annie-Christine Paerata	Not applicable – see rule alterations of 2 October 2017 (R2017/126)	Not applicable – see rule alterations of 2 October 2017 (R2017/126)	Not applicable – see rule alterations of 2 October 2017 (R2017/126)

From: ROC - Registered Org Commission
Sent: Thursday, 12 October 2017 3:40 PM
Subject: Education and advice campaign - notification of changes to records within prescribed timeframe [SEC=UNCLASSIFIED]
Attachments: Letter to orgs_Notifications of Change.pdf; Fact Sheet_Notification of changes.pdf; Guidance Note_notifications of change.pdf; Legislative Summary_Notifications of Change.pdf

Good afternoon,

Please find attached correspondence for the Secretary or other prescribed office holder, providing education and advice regarding the obligation to notify the Registered Organisations Commission (the ROC) of changes to the records of a registered organisation.

Kind regards,

Office of the Registered Organisations Commission

Tel: 1300 341 665
regorgs@roc.gov.au

GPO Box 2983, MELBOURNE VIC 3001 | 414 Latrobe Street, Melbourne Victoria 3000



Australian Government
Registered Organisations Commission

Did you know? We have a free email subscription service to send out important updates and newsletters. [Subscribe here](#)



12 October 2017

Dear Secretary (or prescribed office holder),

Education and advice campaign - the obligation to notify the ROC of changes to records within the prescribed statutory time frame

I write on behalf of the Registered Organisations Commissioner to advise you about an education and advice campaign being conducted by the Registered Organisations Commission (ROC) which is designed to encourage all registered organisations and their office holders to comply with the statutory obligation to lodge timely notifications of changes to records, contained in section 233(2) of the *Fair work (Registered Organisations) Act 2009* (the RO Act).

The ROC has become increasingly concerned about systemic contraventions of s.233(2) in which the lodgement of notifications are repeatedly weeks, months or even years late, or have not been lodged at all. Contraventions of this provision can give rise to risks for registered organisations and their members as a result of reduced transparency and accountability, and can expose the organisation to potential civil penalty proceedings.

As an independent regulator, the ROC's approach seeks to be fair, proportionate, objective and evidence-based. The ROC considers that compliance with statutory obligations is essential to ensure that registered organisations function efficiently, effectively and transparently.

The importance of timely notifications

The statutory obligation on registered organisations to notify the ROC of particular changes to records under s.233(2) of the RO Act has been part of the regulatory scheme in various forms for over 100 years and is currently a civil penalty provision, which means that registered organisations or their prescribed office holders may be potentially liable for any breaches.

The obligation is essential for a number of reasons including that:

- It assists members to participate in the democratic functioning and control of their organisations;
- Enables the regulator to publish information about who current office holders are; and
- It promotes accountability of office holders who are managing the funds and assets of registered organisations.

Registered organisations represent the interests of approximately 2 million members nationally. It is essential that timely information about the identity of relevant office holders is lodged in compliance with the RO Act so that the regulator and each organisation's members can be aware of which office holders are exercising management and financial responsibilities in their organisations.

The ROC and its predecessors have published the lists of office holders of registered organisations on the relevant agency's public website since at least 2003. The ROC also publishes all notifications about changes to the branches, office addresses and office holders of registered organisations lodged under s.233(2) of the RO Act. The publication of this information provides transparency to members and the general public and facilitates accountability.

Educational reference documents

The ROC is committed to providing education, assistance and advice to registered organisations as part of the functions set out in s.329AB of the RO Act. Our primary educational goal is to maximise voluntary compliance with statutory obligations under the RO Act, to promote the effective governance, accountability and transparency of registered organisations and to thereby reduce the need for enforcement action.

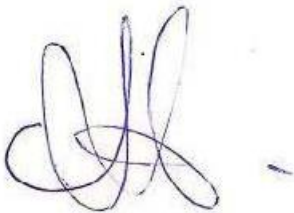
As one part of a strategy to assist organisations to increase voluntary compliance with the s.233(2) obligation, the ROC has recently produced some new educational guides which are **enclosed**:

- Guidance Note – a quick reference guide in the form of a table, using scenarios where organisation staff and office holders may be unsure if they are obliged to notify changes. The table contains references to all relevant legislative provisions;
- Fact Sheet – a separate fact sheet outlining the types of changes that need to be notified and what needs to be included with the notification;
- Legislative Summary – a brief summary of the history of the legislative provision to notify changes, included for the purpose of understanding the historical context of the obligation.

In addition, the ROC will continue its ongoing practice of providing courtesy reminder correspondence about the requirement to notify changes to office holders, whenever we are provided with election results from the Australian Electoral Commission (**AEC**). Further, the ROC proposes to audit and continue to review compliance with this important statutory obligation.

Should you have any questions or feedback in relation to this correspondence, I can be contacted on 1300 341 665 or via regorgs@roc.gov.au.

Yours faithfully,



Chris Enright
Executive Director
Registered Organisations Commission



Fact sheet

Notification of changes

The *Fair Work (Registered Organisations) Act 2009* requires organisations of employers and employees to annually lodge certain information to the Registered Organisations Commission (the ROC). In addition, whenever any changes occur in relation to certain records, registered organisations are required to lodge a notification of change to the ROC. The change must be lodged within 35 days after the change occurs.

Records requiring notifications of any changes

If any of the following records change, the organisation must notify the ROC of the change within 35 days after the change occurs:

- the list of offices in the organisation or in a branch of the organisation
- the name, postal address or occupation of a person holding office
- the name of a branch of the organisation
- the commencement or cessation of a branch of the organisation
- the address of the office of the organisation, or the address of the office of a branch of the organisation

What does the ROC do with the information?

Records including the above information are required to be lodged by each organisation by 31 March in each year in the Annual Return of Information. Annual Returns are published under the corresponding organisation on the ROC website. This information can be found by clicking on the 'Find a Registered Organisation' tab. Notifications of changes are published in descending date order within the corresponding year's annual return document. This enables members to view the changes with reference to the complete list of office holders.

When changes must be notified

Details of any changes must be notified within 35 days after the change occurs, as prescribed by regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009*.

What needs to be included?

NOTE: *The ROC recommends use of the sample Notification of Changes template, as provided below, to help ensure that all of the required details are included in a notification of change*

- The notification must be lodged with a declaration signed by the Secretary or another office holder whose duties under the rules of the organisation or branch include lodging required information to

the statutory body. The declaration must contain a statement that the information lodged is a correct statement of the changes made.

- The notification must include details of each relevant office/office holder/branch to which the changes have occurred.
- The notification must include the date the change occurred and clearly specify what the change was.
- The notification must indicate the date on which the changes occurred, as this pertains to the obligation to lodge the notification within 35 days of the change.
- For changes to office holders the following details are also required:
 - The title of the relevant office
 - The name of each new or former office holder
 - the postal address of each new office holder. For privacy reasons, the ROC recommends using the postal address of the relevant organisation/branch, rather than the residential address of the person.
 - The occupation of each new office holder
- For new branches the street address (not just a postal address) must be included.

Who can sign the declaration?

The declaration must be signed by the Secretary or another office holder whose duties under the rules of the organisation or branch include lodging required information to the statutory body. A sample declaration template is provided below under 'sample notification of change template'.

If an organisation is divided into branches or divisions, the notification of change may be made by a national office holder or the relevant branch or division office holder, depending on who has authority under the rules of the organisation to do so.

Sample Notification of Changes Template

The sample notification of change template provided below includes a sample declaration template and a sample notification table. The ROC recommends use of these documents to help ensure that all of the required information is provided.

- [Sample notification of change template](#)

Find out more

- Guidance Note – ROC Quiz Answers - Notifications of Change
- Legislative Summary – Notifications of Change
- [ROC Internal Checklist – Notifications of change](#)
- [Fact Sheet – Records to be kept by registered organisations](#)
- [Fact Sheet – Records to be lodged annually by registered organisations](#)

For instructions on how to lodge a notification of changes with the ROC, please refer the [Lodging Documents](#) section of our website.



Guidance Note

Notifications of Change ROC Quiz

<u>Question</u>	<u>Answer</u>	<u>Reference</u> * RO Act = Fair Work (Registered Organisations) Act 2009; * RO Regs = Fair Work (Registered Organisations) Regulations 2009).
1. Do organisations need to lodge a notification of changes <i>IF</i>:		
a) An elected office holder resigned but the term of office was almost over	YES – any change to the list of office holders of the organisation or a branch of the organisation must be notified within 35 days of the change.	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Section 230(1)(b) of the RO Act; • Reg.151 of the RO Regs
b) A person leaves an office but the person replacing them will not commence for a few weeks	YES – this requires <u>two</u> notifications – one for the office holder leaving, and one for the person replacing them. If both changes can be notified within 35 days of the earliest change, they can be included together in just one notification, however, we recommend notifying each change as soon as possible after it occurs in order to ensure compliance.	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Reg.151 of the RO Regs
c) An elected national office holder relocated to a different state	YES – any change to the address of an office holder must be notified within 35 days of the change	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Section 230(1)(c) of the RO Act; • Reg.151 of the RO Regs
d) A branch relocated to different premises	YES – any change to the office name or address of the organisation, or of a branch of the organisation, must be notified within 35 days of the change.	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Section 230(1)(d) of the RO Act; • Reg.147(d)(ii) of the RO Regs; • Reg.151 of the RO Regs
e) The Secretary’s telephone number or email address changed	Not required under the legislation – however, it is beneficial to update us with any changes to contact details so we can provide alerts for upcoming lodgement dates and other important information. You can email regorgs@roc.gov.au to advise changes to telephone and email addresses.	N/A
f) A Branch office changed its’ telephone number or	Not required under the legislation – however, it is beneficial to keep	N/A

	preferred email address	us updated with relevant contact details to facilitate ROC alerts for upcoming lodgement dates and other important information updates. You can email regorgs@roc.gov.au to advise changes to telephone and email addresses.	
	g) The AEC has recently provided a declaration of results for an election to the organisation and the email shows that it was also sent to the ROC by the AEC	YES – the organisation is still required to formally notify the ROC of any <u>changes</u> to the list of office holders in the organisation or any of its’ branches. If an election results in any changes to the people holding offices, those changes must be formally notified within 35 days of the change.	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Section 230(1)(c) of the RO Act; • Reg.151 of the RO Regs
	h) An entire branch is abolished	YES - the organisation is required to notify the ROC of any changes to its’ list of branches; any changes to the list of offices in a branch of the organisation; and any changes to the list of names, postal addresses and occupations of people holding those offices	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Sections 230(1)(b), (c) and (d) of the RO Act; • Regs.147(a), (c) and (e)(ii) of the RO Regs; • Reg.151 of the RO Regs
	i) A person is re-elected to the same office they already held, and they are listed in the most recent annual return list of office holders	NO – only changes need to be notified to the ROC	N/A
	j) A person is re-elected, but to a different office	YES – any <u>changes</u> to the list of office holders in the organisation or any of its’ branches needs to be notified to the ROC within 35 days.	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Section 230(1)(c) of the RO Act; • Reg.151 of the RO Regs
	k) A Committee of Management Member resigned, but they are not the President, Secretary, Assistant Secretary or Treasurer	YES – members of the Committee of Management are officers as defined in the Act. Any changes in relation to such offices must be lodged within 35 days of the date the change took place.	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Section 9 of the RO Act; • Reg.151 of the RO Regs
	l) A person resigned but it won’t take effect for three months	NOT YET – a notification of change needs to be lodged within 35 days after the change takes effect. This means it must be lodged between the day it takes effect and 35 days later.	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Reg.151 of the RO Regs
	m) A person has been elected but they won’t take office until a set date in the future	NOT YET – a notification of change needs to be lodged after the change takes effect. It must be lodged between the date it takes effect and 35 days later.	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Reg.151 of the RO Regs
	2. What needs to be included in the notification?	A notification of change needs to include relevant details of the change. In relation to a change of	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Section 230(1)(c) of the RO Act; • Reg.147 of the RO Regs

	office holder, this will include the date the change occurred, the title of the relevant office, the name of the relevant person/people, whether they have ceased or commenced office, the postal address of the person / people (we recommend using the relevant organisation/branch address for privacy reasons), and the title of the occupation of the person / people. We recommend using the Notification of Changes template , which is available on the Notification of Changes page of the ROC website.	
Do organisations need to lodge:		
An amended list of all of the officers	NO – only details of the changes need to be lodged. If you lodge the entire list again and do not identify the changes staff of the ROC will ask you to specify what the changes are and when they occurred	<ul style="list-style-type: none"> Section 233(2) of the RO Act
Officers' names	YES	<ul style="list-style-type: none"> Section 233(2) of the RO Act; Section 230(1)(c) of the RO Act
Officers' occupation titles	YES	<ul style="list-style-type: none"> Section 233(2) of the RO Act; Section 230(1)(c) of the RO Act
Officers' <i>home</i> addresses	NO – please do not lodge their home addresses. The ROC publishes all of the returns on the website – please list their professional addresses	N/A
Officers' <i>professional</i> addresses	YES – this can be the address of the Union or Employer Association, or the relevant branch	<ul style="list-style-type: none"> Section 233(2) of the RO Act; Section 230(1)(c) of the RO Act
<u>ONLY</u> the changes to the President, Treasurer, Vice President and Secretary	NO – notifications of change are required in relation to <u>all offices</u> in which a change has occurred. Offices include Committee of Management Members (however named - including, for example, Directors of the Board)	<ul style="list-style-type: none"> Section 233(2) of the RO Act; Section 230(1)(c) of the RO Act; Section 9 of the RO Act;
A soft copy by email and a hard copy by post	NO – the ROC only requires one lodgement and email is the preferred method. The email address to lodge the notifications is regorgs@roc.gov.au .	N/A
Copies of resignations	NO – proof of leaving office is only required for evidence in relation to casual vacancy election matters. Evidence is not required in relation to notifications of changes.	N/A
Does it need to be signed?	YES – the notification must accompany a declaration stating that the copy of records lodged is a	<ul style="list-style-type: none"> Section 233(2) of the RO Act; Reg.150 of the RO Regs

	correct statement of the changes made. The declaration must be signed by the Secretary or another current officer whose duties under the rules include lodging required information to the statutory body.	
3. Elections and Notifications of change		
a) If an officer resigns do organisations need to lodge the Prescribed Information for a casual vacancy election separately to the notification of changes?	YES – the notification process is completely separate to the election process. Notification of a vacant office does not cause an election process to automatically start. For information about lodging Prescribed Information for elections, see the Elections page of the ROC website.	<ul style="list-style-type: none"> • Section 233(2) of the RO Act;
b) Do organisations need to advise the ROC about changes even when the ROC has been provided with the declaration of results for an election by the AEC?	YES – it is one of the statutory obligations of organisations to notify the ROC, in writing, of any changes to the records the organisation has lodged. The AEC declaration of results provides the names of office holders elected, but does not indicate whether this constitutes a change to the list of office holders that the organisation lodged with the annual return.	<ul style="list-style-type: none"> • Section 233(2) of the RO Act; • Section 230(1)(c) of the RO Act
c) If evidence of a vacancy has already been provided to the organisation for an election matter, is it still necessary to lodge a notification of the change?	YES – the notification of changes process and requirements are completely separate to those of the election process.	<ul style="list-style-type: none"> • Section 233(2) of the RO Act;



Guidance Note

Summary and Historical Context of the Legislative Provisions

A brief explanation of the historical context surrounding the reporting obligation to notify changes is provided below. This information is intended to promote a better understanding of the reporting obligation, as well as an understanding of some of the purposes of the obligation.

As an overview, the statutory requirement for federally registered organisations to notify the relevant regulator of changes to records:

- appears to have been part of the relevant legislative scheme for over a century,
- has varied in terms of the time periods allowed for the changes to be notified to the relevant regulator,
- is an essential, fundamental and appropriate statutory obligation which provides transparency to members and the regulator.

Summary of the current provisions relevant to notifications of changes

'RO Act' means *Fair Work (Registered Organisations) Act 2009*.

'RO Regs' means *Fair Work (Registered Organisations) Regulations 2009*.

Subsection 233(2) of the RO Act provides that:

An organisation must, within the prescribed period, lodge with the Commissioner notification of any change made to the records required to be kept under paragraphs 230(1)(b), (c) and (d), certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made.

Civil penalty: 60 penalty units.

Subsections 230(1)(b), (c) and (d) of the RO Act provide that:

(1) An organisation must keep the following records:

- (b) a list of the offices in the organisation and each branch of the organisation;
- (c) a list of the names, postal addresses and occupations of the persons holding the offices;
- (d) such other records as are prescribed.

Regulation 147 of the RO Regs provides that:

For paragraph 230(1)(d) of the Act, the following records are prescribed in relation to an organisation:

- (a) a record of the name of each branch of the organisation;
- (b) a record of the name of each branch that commenced operation in the previous 12 months;
- (c) a record of the name of each branch that ceased operation in the previous 12 months;

- (d) a record of the address of:
 - (i) the office of the organisation; and
 - (ii) the office of each branch of the organisation;
- (e) a record of each election that must, under the rules of the organisation, be held during each year commencing 1 January:
 - (i) for an office in the organisation; and
 - (ii) for an office in a branch of the organisation;
- (f) a record of the number of members on 31 December in the previous year;
- (g) if the organisation has entered into an agreement mentioned in subsection 151(1) of the Act – 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 section 150 of the Act.

Regulation 151 of the RO Regs provides that:

For subsection 233(2) of the Act, for the lodgment of notification of any change to the records, the period of 35 days, beginning on the day after the day when the change is made, is prescribed.

Section 5 of the RO Act provides that:

The standards set out in this Act:

- (a) ensure that employer and employee organisations registered under this Act are representative of and accountable to their members, and are able to operate effectively; and
- (b) encourage members to participate in the affairs of the organisations to which they belong; and
- (c) encourage the efficient management of organisations and high standards of accountability of organisations to their members; and
- (d) provide for the democratic functioning and control of organisations; and
- (e) facilitate the registration of a diverse range of employer and employee organisations.

Brief chronological history of the legislative provision

1913 - The history of the provision for registered organisations to notify changes to relevant statutory body can be traced back to 1913. The *Conciliation and Arbitration Regulations 1913*, contained the 'Returns of Officers' provision at regulation 19, which required updates of lists of office holders to be provided within 14 days of any change.

1928 - The *Conciliation and Arbitration Regulations 1928* contained requirements relating to records at regulation 20 and this requirement bears similarity to the obligation set out in s 233(2) of the current RO Act. From 1928, the statutory requirement in accordance with regulation 23 was that changes to the records of registered organisations were to be filed with the relevant regulator within 14 days.

1989 - In 1989, the obligation on a registered organisation to notify the relevant regulator of changes to office holders was found in regulation 131, and notifications of changes were required to be lodged within 35 days. The requirement transitioned into the *Industrial Relations Act 1988* by virtue of section 268(4) taking effect in March 1989.

1988 - The *Industrial Relations Act 1988* was replaced by the *Workplace Relations Act 1996*.

2002 - The *Workplace Relations Amendment (Registration and Accountability of Organisations) Act 2002* placed the reporting obligations of registered organisations into a separate schedule. This amendment introduced Schedule 1B to the *Workplace Relations Act 1996*, which was the original RAO (*Registration and Accountability of Organisations*) Schedule. The RAO schedule included section 233 which is very similar to the provision in s.233(2) of the current RO Act.

2009 - The RAO schedule later became the *Fair Work (Registered Organisations) Act 2009*.



10 October 2017

Registered Organisations Commissioner
Registered Organisations Commission

By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of vacancies in the office of Delegate to National Council in the New South Wales Branch and the filling of one of the vacancies.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tim Jacobson', is positioned above the typed name.

Tim Jacobson
Acting National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



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, Timothy Martin Jacobson , being the Acting National Secretary of the Health Services Union, 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:

10 October 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

On 11 May 2017 the HSU notified a Change of Records in the Annual Return as follows:

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
New South Wales	8 May 2017	Branch Councillor (Northern Sydney)	Sarah Dufty	To be advised	To be advised	To be advised
New South Wales	8 May 2017	Branch Delegate to National Council	Sarah Dufty	To be advised	To be advised	To be advised

The vacancy created by resignation of Ms Dufty has now been filled in accordance with the rules of the HSU as follows:

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
New South Wales Branch	26 September 2017	Branch Councillor (Northern Sydney)	Previously advised	Bruce Rowling	Level 2, 109 Pitt St, Sydney, New South Wales 2000	Security Officer
New South Wales Branch	26 September 2017	Delegate to National Council	Previously advised	Bruce Rowling	Level 2, 109 Pitt St, Sydney, New South Wales 2000	Security Officer



21 September 2017

Mr Chris Brown
National Secretary
Health Services Union
chrisb@hsu.net.au

CC: National President, State Secretary HSU Vic No. 2 Branch, hacsu@hacsu.asn.au
Mr Gerard Hayes, New South Wales Branch, gerard.hayes@hsu.asn.au
Mr Jorge Navas, South Australia/Northern Territory Branch, jorge@hsusant.org.au
Mr Timothy Jacobson, Tasmania Branch, admin@hacsutas.net.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.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
11/09/2017	Victoria No. 2	New Ordinary Member of Branch Committee of Management
11/09/2017	New South Wales	Branch Councillor (Western Sydney) vacancy (1)
11/09/2017	South Australia/ Northern Territory	New Branch President and New Assistant Secretary
18/09/2017	Tasmania	New Ordinary Member of Branch Committee of Management

Section 293K of the RO Act requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are contained in the RO Act.

Thank you for the notification.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission



18 September 2017

Registered Organisations Commissioner

Registered Organisations Commission

By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of a vacancy in the office of an Ordinary Member of the Branch Committee of Management in the Tasmania Branch and the filling of that vacancy.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Chris Brown', is written over a light blue circular stamp.

Chris Brown
National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053

PO Box 98, Carlton South VIC 3053

(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



**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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

18 September 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
Tasmania Branch	7 September 2017	Ordinary Member of Branch Committee of Management	Audrey Prosser	Melissa Saltmarsh Appointed on 14 September 2017.	11 Claire St New Town. Tas 7008	Hospital Aide



11 September 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of the appointments to casual vacancies in the positions of Branch President and Branch Assistant Secretary in the South Australia/Northern Territory Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Chris Brown', is written over a light blue circular stamp.

Chris Brown
National Secretary

HSU National

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**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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

11 September 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

On 24 July 2017, I notified a change of Records in the Annual Return as follow:

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
South Australia/Northern Territory	6 July 2017	Branch President	Antony Newman	To be advised	To be Advised	To be Advised

On 26 July 2017, I notified a change of Records in the Annual Return as follow:

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
South Australia/Northern Territory	24 July 2017	Branch Assistant Secretary	Tom Di Santo	To be advised	To be Advised	To be Advised

The vacancy created by the above resignation has now been filled in accordance with the rules of the HSU as follows:

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
South Australia/Northern Territory	22 August 2017	Branch President	Previously Advised	Anthony Hewitt	C/- 170 Greenhill Road, Parkside, South Australia 5063	Director Physiotherapy
South Australia/Northern Territory	22 August 2017	Branch Assistant Secretary	Previously Advised	Hajisa Teague	C/- 170 Greenhill Road, Parkside, South Australia 5063	Imaging Specialist



11 September 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of the resignation from the position of Branch Councillor (Western Sydney) in the NSW Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Chris Brown', with a stylized flourish at the end.

Chris Brown
National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



**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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

11 September 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
New South Wales	29 August 2017	Branch Councillor (Western Sydney)	Raymond Stephen Dunn	To be advised	To be Advised	To be Advised



11 September 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of the appointment to a casual vacancy in the position of Ordinary Member of the Branch Committee of Management in the Victoria No.2 Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Chris Brown', is written over a light blue circular stamp.

Chris Brown
National Secretary

HSU National

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PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



**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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

11 September 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

On 26 June 2017, I notified a change of Records in the Annual Return as follow:

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
Victoria No.2 Branch	5 June 2017	Ordinary Member of Branch Committee of Management	Bernadette Gambin	To be advised	To be Advised	To be Advised

The vacancy created by the resignation of Ms Gambin has now been filled in accordance with the rules of the HSU as follows:

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
Victoria No.2 Branch	24 August 2017	Ordinary Member of Branch Committee of Management	Previously Advised	Jenni Fitt	C/- 7 Grattan Street, Carlton South, Victoria 3053	Disability Development Services Officer (DDSO)

NOTIFICATION OF CHANGE TO RECORDS



16 August 2017

Mr Chris Brown
National Secretary
Health Services Union
chrisb@hsu.net.au

CC: Mr Jorge Navas, Health Services Union-South Australia/Northern Territory Branch
info@hsusant.org.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.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
27/07/2017	SA/NT	Branch Assistant Secretary office is vacant

Section 293K of the RO Act requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are contained in the RO Act.

Thank you for the notification.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission



26 July 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of the resignation of the Branch Assistant Secretary of the South Australian/Northern Territory Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Chris Brown', with a stylized flourish at the end.

Chris Brown
National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



**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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

26 July 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
South Australia/Northern Territory	24 July 2017	Branch Assistant Secretary	Tom Di Santo	To be advised	To be Advised	To be Advised



26 July 2017

Mr Chris Brown
National Secretary
Health Services Union
chrisb@hsu.net.au

CC: Mr Jorge Navas, Health Services Union-South Australia/Northern Territory Branch

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.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
6/07/2017	SA/NT	Branch President office is vacant
6/07/2017	SA/NT	Branch Trustee positions (2) have been abolished

Section 293K of the RO Act requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are contained in the RO Act.

Thank you for the notification.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission

24 July 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of a change to the registered rules of the Health Services Union with abolishes the positions of Branch Trustees in the South Australian/Northern Territory Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely



Chris Brown
National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



**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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

24 July 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

1. On 27 April 2017, the Health Services Union lodged with the Fair Work Commission an application under s.246(1) of the Fair Work (Registered Organisations) Act 2009 (the Act) for a certificate under s.245, and an application under s.246(1)(b) for such alterations to the rules of the organisation to be certified as are required to give effect to the establishment of the proposed reporting units.
2. On 6 July 2017, the General Manager of the Fair Work Commission under subsection 246(2) of the Act certified the alterations to the rules of the Health Services Union.
3. One of the rule alterations certified was to rule 40 – Branch Officers, the effect that in the South Australia/Northern Territory Branch there would be no Branch Trustees.
4. A copy of the rule certification decision of the General Manager of the Fair Work Commission and a certified copy of the rules of Health Services Union 051V incorporating alterations of 6 July 2017 (R2017/71) are attached.

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
South Australia/Northern Territory	6 July 2017	Branch Trustee	Mark Panes	Not applicable – see rule alterations of 6 July 2017 (R2017/71)	Not applicable – see rule alterations of 6 July 2017 (R2017/71)	Not applicable – see rule alterations of 6 July 2017 (R2017/71)
South Australia/Northern Territory	6 July 2017	Branch Trustee	Riccardo Iannello	Not applicable – see rule alterations of 6 July 2017 (R2017/71)	Not applicable – see rule alterations of 6 July 2017 (R2017/71)	Not applicable – see rule alterations of 6 July 2017 (R2017/71)



24 July 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of the resignation of the Branch President of the South Australian/Northern Territory Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Chris Brown', with a stylized flourish at the end.

Chris Brown
National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



**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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

24 July 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
South Australia/Northern Territory	6 July 2017	Branch President	Antony Newman	To be advised	To be Advised	To be Advised



10 July 2017

Mr Chris Brown
National Secretary
Health Services Union
chrisb@hsu.net.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.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
26/06/2017	Vic No. 2	Bernadette Gambin has resigned as Ordinary Member of Branch committee of Management
29/06/2017	Vic No. 4	Stephen Edwards has resigned as Branch Trustee

Section 293K of the RO Act requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are contained in the RO Act.

Thank you for the notification.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission



29 June 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of a resignation of a Branch Trustee in the Victoria No.4 Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Chris Brown', with a stylized flourish at the end.

Chris Brown
National Secretary



**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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

29 June 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
Victoria No.4 Branch	5 June 2017	Branch Trustee	Stephen Edwards	To be advised	To be Advised	To be Advised

26 June 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

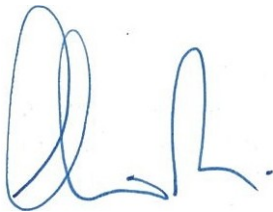
Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of a resignation of an Ordinary Member of the Branch Committee of Management in the Victoria No.2 Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely



Chris Brown
National Secretary



**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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

26 June 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
Victoria No.2 Branch	5 June 2017	Ordinary Member of Branch Committee of Management	Bernadette Gambin	To be advised	To be Advised	To be Advised



17 May 2017

Mr Chris Brown
National Secretary
Health Services Union

sent via email: chrisb@hsu.net.au

CC: craig.mcgregor@vahpa.asn.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.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
29 March and 16 May 2017	Vic No.3	Kerrie Felemonow appointed to position as Ordinary Member of Committee of Management

Section 293K of the RO Act requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are contained in the RO Act.

Thank you for the notification.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Sam Gallichio', written in a cursive style.

Sam Gallichio

Adviser

Registered Organisations Commission

29 March 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

Further Information
Health Services Union Annual Return of Information [AR2017/24]

Attached is a Declaration advising of the filling of a casual vacancy in the office of Ordinary member of the Branch Committee of Management of the Health Services Union Victoria No.3 Branch.

If you or one of your Officers require further information about our return, please contact Leigh Svendsen on 0418 538 989 or via email at leighs@hsu.net.au.

Yours sincerely



Chris Brown
National Secretary



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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

A handwritten signature in blue ink, appearing to be 'CPB', written over a faint circular stamp.

Dated:

29 March 2017

Annexure A

1. On Tuesday 17 March 2017, at the BCOM of the HSU Victoria No.3 Branch, Ms Kerrie Felemonow was appointed to the vacant position of Ordinary Member of Branch Committee of Management of the Victoria No.3 Branch of the Health Services Union.
2. Ms Felemonow is a Social Worker and her postal address is 351 William Street, West Melbourne, Victoria 3003.

End



16 May 2017

Mr Chris Brown
National Secretary
Health Services Union

sent via email: chrisb@hsu.net.au

CC: Victoria No. 2 Branch – lloydw@hacsu.asn.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.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
29 March 2017	Vic No. 2	Melissa Urie appointed as Ordinary Member of Branch Committee of Management on 16 March 2017

Section 293K of the RO Act requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are contained in the RO Act.

Thank you for the notification.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Sam Gallichio', written in a cursive style.

Sam Gallichio
Adviser
Registered Organisations Commission



15 May 2017

Mr Chris Brown
National Secretary
Health Services Union

Sent via email: chrisb@hsu.net.au

CC: gerard.hayes@hsu.asn.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.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
13 April 2017	NSW	Ron Henderson no longer Murrumbidgee Branch Councillor
8 May 2017	NSW	Sarah Dufty no longer Northern Sydney Branch Councillor or Branch Delegate to National Council.

Section 293K of the RO Act requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are contained in the RO Act.

Thank you for the notification.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Sam Gallichio', written in a cursive style.

Sam Gallichio
Adviser
Registered Organisations Commission



11 May 2017

Registered Organisations Commissioner
Registered Organisations Commission
By email: regorgs@roc.gov.au

Dear Commissioner

**Notification of Changes to Records
Health Services Union Annual Return of Information [AR2017/24]**

Attached is a Declaration advising of two resignations of officers in the NSW Branch of the Health Services Union.

If you or one of your Officers require further information about our Notification of Changes to Records, please contact Leigh Svendsen on 0418 539 989 or via email at leighs@hsu.net.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Chris Brown', is written over a light blue circular stamp.

Chris Brown
National Secretary

HSU National

Suite 46, Level 1, 255 Drummond Street, Carlton VIC 3053
PO Box 98, Carlton South VIC 3053
(03) 9020 1877 | hsu@hsu.net.au | www.hsu.net.au | ABN 68 243 768 561



**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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

11 May 2017

ANNEXURE A

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

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
New South Wales	13 April 2017	Branch Councillor (Murrumbidgee)	Ron Henderson	To be advised	To be Advised	To be Advised
New South Wales	8 May 2017	Branch Councillor (Northern Sydney)	Sarah Dufty	To be advised	To be advised	To be advised
New South Wales	8 May 2017	Branch Delegate to National Council	Sarah Dufty	To be advised	To be advised	To be advised



11 May 2017

Mr Chris Brown
National Secretary
Health Services Union

Sent via email: chrisb@hsu.net.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

This information was lodged with the Registered Organisations Commission (the ROC) in accordance with s.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
24 April 2017	NSW	Leanne Snow now goes by her maiden name Leanne Starr

Section 293K of the RO Act requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are contained in the RO Act.

Thank you for the notification.

Yours sincerely,

Sam Gallichio
Registered Organisations Commission



11 May 2017

Mr Chris Brown
National Secretary
Health Services Union
sent via email: chrisb@hsu.net.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the address of the National Office of the Health Services Union.

This information was lodged with the Registered Organisations Commission (the ROC) on 27 April 2017 in accordance with s.233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act). Our records have been updated accordingly. The document can be viewed on the Registered Organisations Commissions' Website through the [list of Registered Organisations](#).

Thank you for the notification.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Sam Gallichio', written in a cursive style.

Sam Gallichio
Adviser
Registered Organisations Commission

27 April 2017

Bernadette O'Neill
General Manager
Fair Work Commission
By email: orgs@fwc.gov.au

Dear General Manager

Further Information
Health Services Union Annual Return of Information [AR2017/24]

Attached is a Declaration advising of that the Health Services Union (HSU National) has changed its address as follows:

Previous Address: Suite 408, 454 Collins Street, Melbourne, Victoria 3000

New Address: Suite 46, 255 Drummond Street, Carlton, Victoria 3053

The HSU Postal address has changes as follows:

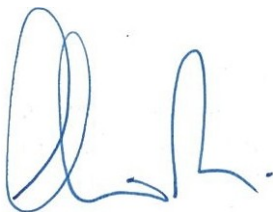
Previous Postal Address: PO Box 336 Collins Street West, Melbourne, Victoria 3000

New Postal Address: PO Box 98, Carlton South, Victoria 3053

The Attached Declaration confirms the change.

If you or one of your Officers require further information about our return, please contact Leigh Svendsen on 0418 539 989 or via email at leighs@hsu.net.au.

Yours sincerely



Chris Brown
National Secretary




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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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 notification of the change of address of the Health Services Union is attached to this declaration at Annexure A and forms part of this declaration.

Signed:

A handwritten signature in blue ink, appearing to be 'CPB', written over a faint circular stamp.

Dated:

27 April 2017

Annexure A

1. On 19 April 2017, the Health Services changed its address and postal address as follows:

from Suite 408, 454 Collins Street, Melbourne, Victoria 3000
to 46/255 Drummond Street, Carlton, Victoria 3000

from PO Box 336 Collins Street West, Melbourne, Victoria 3000
to PO Box 98, Carlton South, Victoria 3053

End

24 April 2017

Bernadette O'Neill
General Manager
Fair Work Commission
By email: orgs@fwc.gov.au

Dear General Manager

Further Information
Health Services Union Annual Return of Information [AR2017/24]

Attached is a Declaration advising of that a Branch Councillor from the HSU New South Wales Branch, Leanne Snow, has changed her name back to her maiden name and is now known as Leanne Starr.

If you or one of your Officers require further information about our return, please contact Leigh Svendsen on 0418 539 989 or via email at leighs@hsu.net.au.

Yours sincerely



Chris Brown
National Secretary



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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

24 April 2017

Annexure A

1. On 30 March 2017, Ms Leanne Snow, a Branch Councillor (Central Coast) from the HSU New South Wales Branch, advised the Branch Secretary that she had changed her name back to her maiden name and is now known as Leanne Starr.
2. Ms Starr is a Technical Officer and her postal address is Level 2, 109 Pitt St, Sydney, New South Wales 2000.

End



10 April 2017

Mr Chris Brown
National Secretary
Health Services Union

Sent via email: chrisb@hsu.net.au

Dear Mr Brown,

Annual Return of Information for 2017 [AR2017/24]

I acknowledge receipt on 15 March 2017 of your Declaration providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The documents lodged cover the required information for the 2017 Annual Return of Information of Health Services Union.

The documents have been filed and can be viewed on the Fair Work Commission website through the List of Registered Organisations - <http://www.fwc.gov.au/registered-organisations/find-registered-organisations>.

Notifications of Change

Any changes to these records must be notified to the Commission within 35 days of the change. A template Notification of Change Declaration is available on the [fact-sheets](#) page of our website. Health Services Union is encouraged to use this template if any changes occur.

The Commission will accept notifications of change from the relevant branches or from the national office. If the national office of the Health Services Union does NOT intend to file notifications of change, please ensure that all branches are aware of their continuing obligation and the requisite time frames regarding notifications of change.

If a branch lodges a notification of change with the Commission, the branch should also provide the information to the national body in order to ensure that the organisation is able to comply with its obligations under section 233(1) of the RO Act.

Yours sincerely

Sam Gallichio
Adviser
Regulatory Compliance Branch

29 March 2017

Bernadette O'Neill
General Manager
Fair Work Commission
By email: orgs@fwc.gov.au

Dear General Manager

Further Information
Health Services Union Annual Return of Information [AR2017/24]

Attached is a Declaration advising of the filling of a casual vacancy in the office of Ordinary member of the Branch Committee of Management of the Health Services Union Victoria No.2 Branch.

If you or one of your Officers require further information about our return, please contact Leigh Svendsen on 0418 539 989 or via email at leighs@hsu.net.au.

Yours sincerely



Chris Brown
National Secretary



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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

A handwritten signature in blue ink, appearing to be 'CPB', written in a cursive style.

Dated:

29 March 2017

Annexure A

1. On Tuesday 16 March 2017, the BCOM of the HSU Victoria No.2 Branch appointed Ms Melissa Urie to the vacant position of Ordinary Member of Branch Committee of Management of the Victoria No.2 Branch of the Health Services Union.
2. Ms Urie is a Registered Nurse and her postal address is 7 Grattan Street, Carlton South, Victoria 3053.

End

ANNUAL RETURN OF INFORMATION (organisation with branches) in accordance with Regulation 147 Fair Work (Registered Organisations) Regulations 2009 and Sections 230 and 233 Fair Work (Registered Organisations) Act 2009

I, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

Suite 408, 454 Collins Street
Melbourne, Victoria, 3000

PO Box 336
Collins Street West
Melbourne VIC 3000

- The name and address of each branch of the organisation is:

Name of Branch	Branch Address
Tasmania Branch	11 Clare Street, New Town, Tasmania, 7008
South Australia/Northern Territory Branch	170 Greenhill Road, Parkside, South Australia 5063
Western Australia Branch	8 Coolgardie Terrace, Perth, Western Australia 6000
New South Wales Branch	Level 2, 109 Pitt St, Sydney, New South Wales 2000
Victoria No.1 Branch	Level 5, 222 Kings Way, South Melbourne VIC 3205
Victoria No.2 Branch	7 Grattan Street, Carlton, Victoria, 3053
Victoria No.3 Branch	351 William Street, West Melbourne, Victoria 3003
Victoria No.4 Branch	Level 1, 62 Lygon Street, Carlton South, Victoria 3053

- On 31 December in the previous year the number of members was 75,873.¹
- 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 2017:
 1. Organisation elections
 - No elections are required
 2. Branch elections
 - No elections are required
- During the previous 12 months, no branches commenced operation.
- During the previous 12 months, the Queensland Branch of the Health Services Union ceased operation following certification of a rule change by the Fair Work Commission in matter R2016/105
- The organisation has not entered into an agreement under s.151(1) of the Act with a state union.

Signed: Chris Brown
 NATIONAL SECRETARY

Dated: 15 March 2017

[PLEASE NOTE: This declaration must be lodged with the Fair Work Commission by 31 March. It can be submitted to orgs@fwc.gov.au. If at any time in the year this information changes a Notification of Changes must be lodged with the Commission within 35 days of the change.²]

¹ s.230(1)(d); reg.147(f)

² s.233(2); reg. 151

ANNEXURE A

- Offices and Office Holders in the Organisation and its Branches

Branch	Name of Office	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
National	National Secretary	Chris Brown	Suite 408, 454 Collins Street, Melbourne, Victoria, 3000	Union official
	National Assistant Secretary	Tim Jacobson	As above	Union official
	National President	Lloyd Williams	As above	Union official
	National Senior Vice President	Dan Hill	As above	Union official
	National Junior Vice President	Mark Sterrey	As above	Union official
	National Trustee	Paul Elliott	As above	Union official
	National Trustee	Craig McGregor	As above	Union official

NSW	Branch Secretary	Gerard Hayes	Level 2, 109 Pitt St, Sydney, New South Wales 2000	Union official
	Branch Assistant Secretary/Treasurer	Andrew Lillicrap	As above	Union official
	Branch President	Mark Sterrey	As above	Health Services Manager
	Branch Senior Vice President	Leanne Burns	As above	Executive Assistant
	Branch Junior Vice President	Lindy Twyford	As above	Catering Supervisor
	Ordinary Member of Branch Committee	Warren Boon	As above	Ambulance Officer
	Ordinary Member of Branch Committee	Bruce Cornwell	As above	Purchasing Officer
	Ordinary Member of Branch Committee	Lynne Russell	As above	Food Service Supervisor
	Ordinary Member of	Sharalyn Haynes	As above	Hospital Assistant

	Branch Committee			
	Ordinary Member of Branch Committee	Genevieve Partridge	As above	Accountant
	Branch Councillor (Hunter New England)	Claire Charles	As above	Dental Assistant
	Branch Councillor (Far West)	Darriea Turley	As above	Manager
	Branch Councillor (South Western Sydney)	John Jetty Dore	As above	Information Technology Services Officer
	Branch Councillor (Southern NSW)	Joan Catlin	As above	Hospital Assistant
	Branch Councillor (Western NSW)	Sharalyn Haynes	As above	Hospital Assistant
	Branch Councillor (Hunter New England)	John Chester	As above	Hospital Assistant
	Branch Councillor (South Eastern Sydney)	John Holgate	As above	Librarian
	Branch Councillor (non-public sector aged care facility)	Josephine Peacock	As above	Divisional Therapist
	Branch Councillor (Central Coast)	Leanne Snow	As above	Technical Officer
	Branch Councillor (Sydney)	Patricia Reid	As above	Social Worker
	Branch Councillor (Sydney)	Ronald Pike	As above	Security Officer
	Branch Councillor (Western Sydney)	Raymond Stephen Dunn	As above	Security Officer
	Branch Councillor (Northern NSW)	William Oddie	As above	Health & Security Assistant

	Branch Councillor (Mid North Coast)	Suzanne Davis	As above	Hospital Assistant
	Branch Councillor (Nepean Blue Mountains)	Peter Mitchell	As above	Physiotherapist
	Branch Councillor (Murrumbidgee)	Ronald Henderson	As above	Transport Officer
	Branch Councillor (Northern Sydney)	Sarah Dufty	As above	Store Person
	Branch Councillor (Western Sydney)	Annette Jones	As above	Social Worker
	Branch Councillor (South Western Sydney)	Shirley O'Riley	As above	Clerk
	Branch Councillor (Health Managers Sub Branch)	Genevieve Partridge	As above	Accountant
	Branch Councillor (ACT)	Leigh Bush	As above	Sonographer
	Branch Councillor (NSW Ambulance Service)	Steven Fraser	As above	Ambulance Officer
	Branch Councillor (Private Hospital)	Alan Wilcock	As above	Operations Assistant
	Branch Councillor (Illawarra Shoalhaven)	Gillian Reilly	As above	Purchasing Officer
	Branch Councillor (Western NSW)	Sharon Carney	As Above	Services Manager
	Delegate to National Council	Alan Wilcock	As above	Operations Assistant
	Delegate to National	Josephine Peacock	As above	Divisional Therapist

	Council			
	Delegate to National Council	Sarah Dufty	As above	Cook
	Delegate to National Council	Gillian Reilly	As above	Purchasing Officer
	Delegate to National Council	John Chester	As above	Hospital Assistant
	Delegate to National Council	Leanne Burns	As above	Executive Assistant
	Delegate to National Council	Lindy Twyford	As above	Catering Supervisor
	Delegate to National Council	Leigh Bush	As above	Health Services Manager
	Delegate to National Council	Marianna Milosavljevic	As above	Dietician
	Delegate to National Council	Patricia Reid	As above	Social Worker
	Delegate to National Council	Darriea Turleyt	As above	Health Manager
	Delegate to National Council	Genevieve Partridge	As above	Accountant
	Delegate to National Council	Shirley O'Riley	As above	Clerk
	Delegate to National Council	Steven Fraser	As above	Ambulance Officer
	Delegate to National Council	Suzanne Davis	As above	Hospital Assistant
	Delegate to National Council	Warren Boon	As above	Ambulance Officer
	Delegate to National Council	Lynne Russell	As above	Food Services Supervisor

	Delegate to National Council	Mercedes Polanco	As above	Clerk
	Delegate to National Council	Gerard Hayes	As above	Paid Branch Secretary
	Delegate to National Council	Andrew Lillicrap	As above	Paid Branch Assistant Secretary

Western Australia	Branch Secretary	Daniel Hill	8 Coolgardie Terrace, Perth, Western Australia 6000	Union official
	Branch Assistant Secretary	Christopher Panizza	As above	Union official
	Branch President	Cheryl Hamill	As above	Chief Librarian
	Branch Senior Vice President	Steven Cindric	As above	Project Co-ordinator
	Branch Junior Vice President	Jodie Freeman	As above	Ward Clerk
	Branch Trustee	David Shaw	As above	Establishment Officer
	Branch Trustee	Sarah Silver	As above	Podiatrist
	Ordinary Member of Branch Committee	Kimberley Lasen	As above	Human Resource Consultant
	Ordinary Member of Branch Committee	John Shehade	As above	Manager, Orthotics
	Ordinary Member of Branch Committee	Dean Clair	As above	Senior Physiotherapist
	Ordinary Member of Branch Committee	Shaun Keshavarz-Rahbar	As above	Information Technology Therapist
	Ordinary Member of Branch Committee	Brendan McKernan	As above	Senior Radiation Therapist
	Ordinary Member of Branch Committee	Chris Goodsell	As above	Information Technology Officer

	Ordinary Member of Branch Committee	Suvi Bird	As above	Laboratory Technician
	Delegate to National Council	Sarah Silver	As above	Podiatrist
	Delegate to National Council	Jodie Freeman	As above	Ward Clerk
	Delegate to National Council	Cheryl Hamill	As above	Chief Librarian
	Delegate to National Council	David Shaw	As above	Establishment Officer
	Delegate to National Council	John Shehade	As above	Manager Orthotics
	Delegate to National Council	Chris Panizza	As above	Paid Branch Assistant Secretary

South Australia	Branch Secretary	Jorge Navas	170 Greenhill Road, Parkside, South Australia 5063	Union official
	Branch Assistant Secretary	Tom Di Santo	As above	Physiotherapist
	Branch President	Anthony Newman	As above	Medical Scientist
	Branch Senior Vice President	Bruno Sonza	As above	Medical Scientist
	Branch Junior Vice President	Annie-Christine Paerata	As above	Administration Officer
	Branch Trustee	Riccardo Iannella	As above	Medical Scientist
	Branch Trustee	Mark Panes	As above	Medical Scientist
	Ordinary Member of Branch Committee	Catherine Painter	As Above	Dietitian
	Ordinary Member of	Lesley Dummin	As above	Radiographer

	Branch Committee			
	Ordinary Member of Branch Committee	John Hristopoulos	As above	Radiographer
	Ordinary Member of Branch Committee	Lida Sam	As above	Occupational Therapist
	Ordinary Member of Branch Committee	Karryn Sampson	As above	Physiotherapist
	Delegate to National Council	Jorge Navas	As above	Paid Branch Secretary

Tasmania	Branch Secretary	Tim Jacobson	11 Clare Street, New Town, Tasmania, 7008	Union official
	Branch Assistant Secretary	Robbie Moore	As above	Union official
	Branch President	Judy Richmond	As above	Registered Nurse
	Senior Vice President	Christopher Webb	As above	Holiday Home Officer
	Junior Vice President	Prunella Peschar	As above	Social Worker
	Branch Trustee	Leigh Gorringer	As above	Dental Therapist
	Branch Trustee	Peter Moore	As above	Case Manager
	Ordinary Member of Branch Committee	Pamela Brook	As above	Aged Care Carer
	Ordinary Member of Branch Committee	Andrew Challis	As above	Enrolled Nurse
	Ordinary Member of Branch Committee	Mike Coombs	As above	Radiographer
	Ordinary Member of Branch Committee	Audrey Prosser	As above	Hospital Aide
	Ordinary Member of Branch Committee	Christine Hansson	As above	Registered Nurse
	Ordinary Member of Branch Committee	Marlene McHenry	As above	Domestic Worker
	Ordinary Member of	Carolyn Shearer	As above	Disability Service Worker

	Branch Committee			
	Ordinary Member of Branch Committee	David Thomas	As above	Ambulance Officer
	Delegate to National Council	Christine Hansson	As above	Registered Nurse
	Delegate to National Council	Christopher Webb	As above	Holiday Home Officer
	Delegate to National Council	Michael Coombs	As above	Radiographer
	Delegate to National Council	Leigh Gorringe	As above	Dental Therapist
	Delegate to National Council	Peter Moore	As above	Case Manager
	Delegate to National Council	Judith Richmond	As above	Registered Nurse
	Delegate to National Council	Robert Moore	As above	Paid Branch Assistant Secretary
	Delegate to National Council	David Thomas	As above	Ambulance Officer

Victoria No.1	Branch Secretary	Diana Asmar	Level 5, 222 Kings Way, South Melbourne VIC 3205	Union official
	Branch Assistant Secretary	David Eden	As above	Union official
	Branch President	Rhonda Barclay	As above	Union Administrative Officer
	Branch Senior Vice President	Lee Atkinson	As above	Union Organiser
	Branch Junior Vice President	Sherida Jacks	As above	Ward Clark
	Branch Trustee	Andrew Hargreaves	As above	Theatre Technician

	Branch Trustee	Susan Stone	As above	Personal Support Assistant
	Ordinary Member of Branch Committee	Nuriye Alimi-Arslan	As above	Cleaner
	Ordinary Member of Branch Committee	Caroline Fischer	As above	General Services Officer
	Ordinary Member of Branch Committee	Lisa Fischer	As above	Food Services Assistant
	Ordinary Member of Branch Committee	Nick Katsis	As above	Union Organiser
	Ordinary Member of Branch Committee	Peter Medley	As above	Chef
	Ordinary Member of Branch Committee	Velda Mitchell	As above	Casualty Clerk
	Ordinary Member of Branch Committee	Lance Smith	As above	Kitchen Hand
	Ordinary Member of Branch Committee	Sarah Tonkin	As above	Patient Services Assistant
	Delegate to National Council	Graeme Austin	As above	Health Worker
	Delegate to National Council	John Calvitto	As above	Courier
	Delegate to National Council	Dennis Cross	As above	Orderly
	Delegate to National Council	Brett Hey	As above	Union Organiser
	Delegate to National Council	Maria Rotherham	As above	Ward Clerk
	Delegate to National Council	Steven Mitchell	As above	Union Organiser
	Delegate to National Council	Timothy Rowley	As above	Union Organiser

	Delegate to National Council	Koula Vasiladis	As above	Clerical Worker
	Delegate to National Council	Diana Asmar	As above	Paid Branch Secretary
	Delegate to National Council	David Eden	As above	Paid Branch Assistant Secretary

Victoria No.2	Branch Secretary	Lloyd Williams	7 Grattan Street, Carlton, Victoria, 3053	Union official
	Branch Assistant Secretary	Paul Healy	As above	Union official
	Branch President	Debbie Gunn	As above	Development Disability Support Officer
	Branch Senior Vice President	Roslyn Young	As above	Registered Psychiatric Nurse
	Branch Junior Vice President	Brian Addison	As above	Development Disability Support Officer
	Branch Trustee	Kimberlee Lindsay	As above	Development Disability Support Worker
	Branch Trustee	Bella Anderson	As above	Registered Psychiatric Nurse
	Ordinary Member of Branch Committee	David Brophy	As above	Social Worker
	Ordinary Member of Branch Committee	Debra Cogo	As above	Registered Psychiatric Nurse
	Ordinary Member of Branch Committee	Bernadette Gambin	As above	Development Disability Support Officer
	Ordinary Member of Branch Committee	Jane Kim	As above	Development Disability Support Officer
	Ordinary Member of Branch Committee	Kerrie Oldham	As above	Development Disability Support Officer

	Ordinary Member of Branch Committee	Matthew Osbourne	As above	Development Disability Support Officer
	Ordinary Member of Branch Committee	Wayne Watts	As above	Registered Psychiatric Nurse
	Ordinary Member of Branch Committee	Vacant		
	Delegate to National Council	Sarah Barnard	As above	Registered Psychiatric Nurse
	Delegate to National Council	Jane Dowling	As above	Occupational Therapist
	Delegate to National Council	Debbie Gunn	As above	Development Disability Support Officer
	Delegate to National Council	Ross Muldoon	As above	Development Disability Support Officer
	Delegate to National Council	John Murphy	As above	Registered Psychiatric Nurse
	Delegate to National Council	Patrick Nuzum	As above	Development Disability Support Officer
	Delegate to National Council	Jo Tomlins	As above	Development Disability Support Officer
	Delegate to National Council	Paul Healey	As above	Paid Branch Assistant Secretary

Victoria No.3	Branch Secretary	Craig McGregor	351 William Street, West Melbourne, Victoria 3003	Union Official
	Branch Assistant Secretary	Andrew Hewat	As above	Union Official
	Branch President	Cheryl O'Connor	As above	Medical Imaging Technologist/Mammographer
	Branch Senior Vice President	Joanne Ginn	As above	Medical Imaging Technologist/MRI Technologist

	Branch Junior Vice President	Marni Jackson	As above	Physiotherapist
	Branch Trustee	Scott Plowman	As above	Medical Imaging Technologist/MRI Technologist
	Branch Trustee	Anthony D'Amore	As above	Medical Imaging Technologist/Sonographer
	Ordinary Member of Branch Committee	Bernarda Cavka	As above	Physiotherapist
	Ordinary Member of Branch Committee	Sandra McCallum	As above	Medical Imaging Technologist
	Ordinary Member of Branch Committee	Kim Vien	As above	Occupational Therapist
	Ordinary Member of Branch Committee	Tracey Maughan	As Above	Medical Imaging Technologist
	Delegate to National Council	Joanne Ginn	As above	Medical Imaging Technologist/Mammographer
	Delegate to National Council	Andrew Hewat	As above	Paid Official
	Delegate to National Council	Marni Jackson	As above	Physiotherapist
	Delegate to National Council	Cheryl O'Connor	As above	Radiographer/Mammographer
	Ordinary Member of Branch Committee	Vacant Position		

Victoria No.4	Branch Secretary	Paul Elliott	Level 1, 62 Lygon Street, Carlton South, Victoria 3053	Union Official
	Branch Assistant Secretary	Rosemary Kelly	As above	Union Official
	Branch President	Max Cowey	As above	Neuroscientist
	Branch Senior Vice	Victor Reginato	As above	Pharmacist

	President			
	Branch Junior Vice President	Jacinta Blessner	As above	Psychologist
	Branch Trustee (Psychologist)	Stephen Edwards	As above	Psychologist
	Branch Trustee (MSAV)	Peter Wells	As above	Medical Scientist
	Ordinary Member of Branch Committee (Psychologist)	Megan Chapman	As above	Psychologist
	Ordinary Member of Branch Committee (Pharmacist)	Julie King	As above	Pharmacist
	Ordinary Member of Branch Committee (Pharmacist)	Shaun O'Connor	As above	Pharmacist
	Ordinary Member of Branch Committee (MSAV)	Maria Bisignano	As above	Medical Scientist
	Ordinary Member of Branch Committee (MSAV)	Catherine Durkin	As above	Medical Scientist
	Ordinary Member of Branch Committee (MSAV)	Sandra Feleppa	As above	Medical Scientist
	Delegate to National Council	Victor Reginato	As above	Pharmacist
	Delegate to National Council	Rosemary Kelly	As above	Paid Branch Assistant Secretary
	Delegate to National Council	Max Cowey	As above	Neuroscientist



6 March 2017

Mr Chris Brown
National Secretary
Health Services Union
chrisb@hsu.net.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

This information was lodged with the Fair Work Commission (the Commission) in accordance with s.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 Commission Website through the list of Registered Organisations - <https://www.fwc.gov.au/registered-organisations/find-registered-organisations>

Date of lodgement	Branch	Change
6 March 2017	WA	Ordinary Member of Branch Committee of Management

Section 154D(1) of the RO Act requires the rules of organisations (and branches of organisations) to require each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be in your organisation's rules.

Thank you for the notification.

Yours sincerely,

Debbie Ball
Regulatory Compliance Branch

11 Exhibition Street
Melbourne VIC 3000
GPO Box 1994
Melbourne VIC 3001

Telephone: (03) 8661 7777
Email: orgs@fwc.gov.au
Facsimile: (03) 9655 0410
Internet: www.fwc.gov.au

6 March 2017

Bernadette O'Neill
General Manager
Fair Work Commission
By email: orgs@fwc.gov.au

Dear General Manager

Further Information
Health Services Union Annual Return of Information [AR2016/101]

Attached is a Declaration advising of a vacancy in the office of Ordinary member of the Branch Committee of Management of the Health Services Union Western Australia Branch and the filling of that vacancy.

If you or one of your Officers require further information about our return, please contact Leigh Svendsen on 0418 539 989 or via email at leighs@hsu.net.au.

Yours sincerely



Chris Brown
National Secretary



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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

6 March 2017

Annexure A

1. On Monday 6 February 2017, Mr Ric Skipworth resigned from his position as Ordinary Member of Branch Committee of Management of the Western Australia Branch of the Health Services Union.
2. On Monday 13 February 2017, at the Branch Committee of Management meeting of the Health Services Union Western Australia Branch, Mr Chris Goodsell was appointed to the vacant position of Ordinary Member of Branch Committee of Management.
3. Mr Goodsell is an Information Technology Officer and his postal address is 8 Coolgardie Terrace, Perth, Western Australia 6000.

End



27 February 2017

Mr Chris Brown
National Secretary
Health Services Union
chrisb@hsu.net.au

Dear Mr Brown,

Notification of changes made to records [AR2017/24]

I acknowledge receipt of a Notification of Change to the office holders of the Health Services Union.

This information was lodged with the Fair Work Commission (the Commission) in accordance with s.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 Commission Website through the list of Registered Organisations - <https://www.fwc.gov.au/registered-organisations/find-registered-organisations>

Date of lodgement	Branch	Change
16 February 2017	Victoria No. 3	Ordinary Member Committee of Management

Section 154D(1) of the RO Act requires the rules of organisations (and branches of organisations) to require each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe.

Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which should be in your organisation's rules.

Thank you for the notification.

Yours sincerely,

Debbie Ball
Regulatory Compliance Branch

11 Exhibition Street
Melbourne VIC 3000
GPO Box 1994
Melbourne VIC 3001

Telephone: (03) 8661 7777
Email: orgs@fwc.gov.au
Facsimile: (03) 9655 0410
Internet: www.fwc.gov.au

16 February 2017

Bernadette O'Neill
General Manager
Fair Work Commission
By email: orgs@fwc.gov.au

Dear General Manager

Further Information
Health Services Union Annual Return of Information [AR2016/101]

Attached is a Declaration advising of a vacancy in the office of Ordinary member of the Branch Committee of Management of the Health Services Union Victoria No.3 Branch.

If you or one of your Officers require further information about our return, please contact Leigh Svendsen on 0418 539 989 or via email at leighs@hsu.net.au.

Yours sincerely



Chris Brown
National Secretary



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, Christopher Paul Brown, being the National Secretary of the Health Services Union, 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:

16 February 2017

Annexure A

1. On Tuesday 7 February 2017, Ms Kaye Kingham resigned from her position as Ordinary Member of Branch Committee of Management of the Victoria No.3 Branch of the Health Services Union.
2. Ms Kinham is a Speech Pathologist
3. The Branch is taking steps to fill the position in accordance with the rules.

End



19 January 2017

Mr Chris Brown
 National Secretary
 Health Services Union
 By email: chrisb@hsu.net.au & hsu@hsu.net.au

Dear Mr Brown,

**Health Services Union
 Annual Return of Information for 2017 [AR2017/24]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2017 in respect of the Health Services Union by **31 March 2017**. However, for the reasons explained below, we strongly recommend that organisations lodge the Annual Return of information **as soon as possible**.

The new Registered Organisations Commission

The Registered Organisations Commission (the ROC) will be created in 2017.

Annual Returns of Information must be lodged with the Fair Work Commission until the ROC is established. Once the ROC is established, Annual Returns of information must be lodged with the ROC.

It is not yet known when the ROC will be established. We strongly encourage you to lodge the Annual Return of Information with the Fair Work Commission **as soon as possible** to avoid any potential administrative delays which may be caused by new email and postal addresses and contact phone numbers with the newly created ROC.

The Fair Work Commission will be providing information on the transition to the ROC through its subscription service and its website. For details about the subscription service, go to [Subscriptions](#) and subscribe to the Registered organisations information service.

Where to lodge your Annual Return of information

	Before the ROC is established	From establishment of the ROC
Where to lodge	Lodge your Annual Return of information with the Fair Work Commission	Lodge your Annual Return of information with the ROC
How to lodge	The easiest way to lodge your Annual Return of information is via email: orgs@fwc.gov.au	Lodgement methods are not yet known
Recommendation	Lodge with the Fair Work Commission as soon as possible to avoid potential delays	

What must be lodged?

A signed and dated declaration certifying matters prescribed in the *Fair Work (Registered Organisations) Act 2009* (the RO Act) must be lodged with the Fair Work Commission (the Commission). The matters to be included in the declaration are set out in the attached checklist.

In maintaining the register of members, your attention is drawn to the circumstances where membership ceases to exist (s.230(2)(b) and s.171A of the RO Act).

Once an Annual Return has been lodged, a copy will be posted on our website at [List of Registered Organisations](#). Therefore, to protect the privacy of the relevant office holders listed in the declarations, it is recommended that officers list their official mailing address rather than personal home address.

Who must sign the declaration?

The declaration must be signed by the Secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (other prescribed officer). A declaration signed by a non-elected person does not meet this requirement.

Who lodges the Annual Return of information?

Section 233 places the onus of lodgement on the organisation and not on each individual branch. It is therefore the national body that is obliged to collate and lodge all of the required information. Annual Return templates are available on the Commission website at [Registered Organisations fact sheets](#), one for an [organisation with branches](#) and one for an [organisation without branches](#).

What happens if the information changes?

The Secretary, or other prescribed officer, must notify the Fair Work Commission (or the ROC when it is established) within 35 days of any changes to such records that may occur throughout the year.

Failure to comply with these obligations is subject to a civil penalty provision (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention), under s.305 of the RO Act.

Please do not hesitate to contact the Commission by phone on (03) 8661 7777 or by e-mail at orgs@fwc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely,



Marianne Kay
Adviser
Regulatory Compliance Branch

Obligation to lodge Annual Return of Information by 31 March

For full details see ss.230-233 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act), and rr.147-151 of the *Fair Work (Registered Organisations) Regulations 2009* (the RO Regulations).

A copy of each of the following records must be lodged with the Fair Work Commission (the Commission) between 1 January and 31 March each year. They must be certified by a declaration stating that it is a correct statement of the information contained in that record, signed by the Secretary or such other elected official who is required under the rules, or by resolution of the organisation, to keep the relevant records (**other prescribed officer** see r.150 of the RO Regulations).

Failure to comply with these obligations is subject to a civil penalty provision – see s.305 of the RO Act.

Requirement	Details of requirement
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 ss.230(1)(a) and (2) [s.233(1)(a)] Note: In maintaining the register of members, your attention is drawn to s.171A of the RO Act that outlines the circumstances where membership ceases to exist.
List of Offices	A list of the offices in the organisation and each branch (note the definition of office and officer in ss.6 and 9) [s.230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of office and officer in ss.6 and 9) [s.230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s.230(1)(d) and r.147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s.230(1)(d) and r.147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s.230(1)(d) and r.147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s.230(1)(d) and r.147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation . [s.230(1)(d) and r.147(e)] Note: this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s.189 of the RO Act
Statement concerning number of members	A record of the number of members on 31 December in the previous year; and If the organisation has entered into an agreement relating to members of State unions under s.151(1) of the RO Act,- 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 s.150 of the RO Act. [s.230(1)(d) and rr.147(f) and (g)]

Obligation to notify of changes within 35 days

If there are any changes during the year to the offices, officeholders, branches (where relevant) or the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge with the Commission, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RO Act s.233(2) and RO Regulations r.151 refer].