

Level 36, 80 Collins Street Melbourne, VIC 3000 GPO Box 1994, Melbourne, VIC 3001 Telephone: (03) 8661 7777 Fax: (03) 9655 0401 Email: melbourne@air.gov.au

Ms Meagan Sharman Admin Assistant The Independent Education Union of Australia Email: ieu@ieu.org.au

Dear Meagan,

Re: The Independent Education Union of Australia – Northern Territory Branch Financial Report for the Year Ended 31st December 2005 (FR2005/626)

Thank you for the financial report of the Northern Territory Branch of The Independent Education Union of Australia for the year ended 31st December 2005. The documents were lodged in the Industrial Registry on 3rd July 2006. I apologise for the delay in responding.

General Advice in Relation to Lodged Financial Documents

I have examined the documents that have been lodged and I make the following comments to assist you in preparing financial documents in the future. With the exception of my comments above, you do not need to take any further action on the issues raised in respect of the documents which have been lodged.

General Purpose Financial Report (GPFR) – Disclosure of Expenditure

When preparing a GPFR section 253(2) of the RAO Schedule requires a reporting unit to provide information that is specified in the Industrial Registrar's Reporting Guidelines. In particular, Guideline 11 sets out in detail those items of expense that must be disclosed by a reporting unit either in the notes to, or on the face of, a financial statement.

In particular, the Reporting Guidelines require separate disclosure of the following items:

- fees and/or allowances paid for attendance at conferences (11(i)); and
- conference and meeting expenses (11(k)).

The Statement of Financial Performance on page 6 itemises three different figures which may fall within these categories, namely 'Conference, Seminar & Training Costs (\$2,486), 'Member Meetings and Functions' (\$1,235) and 'Travelling and Accommodation' (\$10,514). You are requested, in future, to separately itemise expenses so that they meet the requirements of the Reporting Guidelines.

Timing of Presentation of Documents to Annual General Meeting

The Branch's financial report was posted to the Branch's website on 29th May 2006 and was presented to both a meeting of the Committee of Management on 26th May 2006 and to the members at the Annual General Meeting on 16th June 2006. The Branch has therefore met the requirements with respect to circulation and presentation of documents.

I would like to note, however, for future reference that it is generally necessary for there to be a period of 21 days between when the documents are circulated to members (or posted on the website) and the date of the meeting of members. In this instance the period was only 19 days but the fact that the documents were also presented to the Committee of Management overcomes this issue. Should the Branch decide in future, however, only to present documents to the members in a meeting (and not also to Committee) then a minimum of 21 days would need to elapse between the date of posting to the website and the date of the meeting.

Please do not hesitate to contact me by email at robert.pfeiffer@air.gov.au or on (03) 8661 7817 if you wish to discuss this letter.

Yours sincerely,

for

Robert Pfeiffer Statutory Services Branch

12 January 2007

OPERATING REPORT

PRINCIPAL ACTIVITIES FOR THE YEAR

- (1) Implementation and co-ordination of campaigns and programs regarding membership organising, industrial and professional agendas.
- (2) Representation of the industrial and professional interests of the members on a broad range of government committees, the Australian Industrial Relations Commission and various statutory bodies and community organisations concerned with educational, industrial and other relevant concerns.
- (3) **Provision** of industrial, legal and professional advice to members and chapters of the union on various educational and industrial issues.
- (4) Development of submissions to NT and national inquiries on school funding, educational and industrial rights issues relevant to the membership and the broader union movement and community. Participation on behalf of the union and its membership in the public debate on these matters.
- (5) Research in relevant areas of public policy such as the funding of schooling, industrial, legal and constitutional matters, educational issues, and human rights concerns to inform our own NT branch, union movement and national union movement policy development.
- (6) Protection and carriage of the NT Branch Rules.
- (7) **Negotiation and prosecution** of claims for improved salaries and conditions for members in NT non-government schools.

RESULT OF THOSE ACTIVITIES

- (1) Continued growth of the NT Branch's membership in all non-government schools in the NT.
- (2) A proactive membership industrially and professionally.
- (3) Continued public profile of the NT Branch on behalf of teachers and support staff in non government education.
- (4) Improvements in the industrial and professional conditions of the membership.
- (5) Successful completion of negotiated Awards and Certified Agreements on behalf of members in non-government in the NT.

SIGNIFICANT CHANGES IN THE NATURE OF THESE ACTIVITIES

There have been no significant changes in the nature of these activities over the past year.

SIGNIFICANT CHANGES IN THE BRANCH FINANCIAL AFFAIRS DURING THE YEAR

There have been no significant changes in the financial affairs of the Union during the past year.

OPERATING REPORT (Cont'd)

DETAILS OF THE RIGHT OF MEMBERS TO RESIGN

A member may resign from the Union in accord with Federal Rule 21 which states:

21 - RESIGNATION FROM MEMBERSHIP

- (a) A member of the Union may resign from membership by written notice addressed and delivered to the relevant Branch Secretary.
- (b) A notice of resignation from membership takes effect:
 - (i) Where the member ceases to be eliqible to become a member of the Union.
 - (A) on the day on which the notice is received by the Union; or
 - (B) on the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member; whichever is later; or
 - (ii) in any other case:
 - (A) at the end of two weeks after the notice is received by the organisation; or
 - (B) on the day specified in the notice;

whichever is the later.

- (c) Any dues payable and not paid by a former member in relation to a period before the member's resignation from the organisation took effect, may be sued for and recovered in the name of the Union, in a court of competent jurisdiction, as a debt due to the Union.
- (d) A notice delivered to the person mentioned in subclause (a) shall be taken to have been received by the Union when it was delivered.
- (e) A notice of resignation that has been received by the Union is not invalid because it was not addressed and delivered in accordance with Subclause (a).
- (f) A resignation from membership of the Union is valid even if it is not effected in accordance with this section if the member is informed in writing by or on behalf of the Union that the resignation has been accepted.

DETAILS (INCLUDING POSITION HELD) OF ANY OFFICER OR MEMBER OF THE UNION WHO IS:

- (1) TRUSTEE OF A SUPER ENTITY
- (2) A DIRECTOR OF A COMPANY THAT IS A TRUSTEE OF A SUPER ENTITY

There are no officers or members in the IEUNT Branch holding such positions.

OPERATING REPORT (Cont'd)

THE NUMBER OF PERSONS THAT WERE RECORDED IN THE REGISTER OF MEMBERS ON 31/12/05 There were 312 members on the register of members on 31 December 2005.

THE NUMBER OF PERSONS WHO WERE EMPLOYEES OF THE NT BRANCH OF THE IEU ON 31/12/05, INCLUDING FULL-TIME OR PART-TIME

In 2005, there was the equivalent of .5 of a full time person employed by the NT Branch. The branch organiser was employed on a 0.6 basis for 9 months of the year (due to resignation and re-employment of staff). The branch administration officer was employed one day per week from January 2005 to April 2005.

THE NAMES OF EACH PERSON WHO HAS BEEN A MEMBER OF THE COMMITTEE OF MANAGEMENT AT ANY TIME DURING THE REPORTING PERIOD AND THE PERIOD FOR WHICH HE OR SHE HELD THE POSITION The following persons were on the NT Branch Committee of Management during the following months of the reporting period:

John Gaulke for January - December 2005
Jim Stanley for January - December 2005
Elsabe Bott for January - December 2005
Cheryl Salter for January - December 2005
Nuala Cullen for January - December 2005
Erica Schultz for January - December 2005
Andrew Foster for January - July 2005
Lon Wallis for January - December 2005
Greg Moore for July - December 2005
Sam Typuszak for July - December 2005

Signature:

Theholez.



INDEPENDENT EDUCATION UNION of Australia

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Ph: (03) 9254 1830 Fax: (03) 9254 1835

ieu@ieu.org.au

www.ieu.org.au

FR 2005/626

June 30, 2006

The Registrar Australian Industrial Registry GPO Box 1994S Melbourne Vic 3001

Dear Registrar,

Please find attached the 2005 Audit for the Independent Education Union NT Branch of Australia together with the Designated Officer's Certificate in accordance with Section 268 of the Workplace Relations Act.

Yours sincerely,

Lynne Rolley

Federal Secretary

Thikere

Designated Officer's Certificate

268 of Schedule 1B Workplace Relations Act 1996

I, Cheryl Salter being the Secretary of the Northern Territory Branch of the Independent Education Union of Australia certify:

- that the documents lodged herewith are copies of the full report, referred to in s268 of the RAO Schedule; and
- that the full report was provided to members via its publication on the IEUNT website at www.ieunt.org.au on the 29 May 2006; and
- that the full report was presented to a meeting of the IEUNT Committee of Management on 26 May 2006 and to the IEUNT AGM on 16 June 2006 in accordance with section 266 of the RAO Schedule.

Signature:	Csalte	
Date:	16/6/06	

USTRALIAN SOCIETY OF CPAS H. D. Paroissien FCPA ACIS

R. G. Paroissien CPA ACIS

OF AUSTRALIA NORTHERN TERRITORY BRANCH

Year Ended 31st December, 2005

GENERAL PURPOSE FINANCIAL REPORT

YEAR ENDED 31ST DECEMBER, 2005

Item	Page Number
Committee of Management Statement	1
Operating Report	2
Statement of Financial Position (Balance Sheet)	5
Statement of Financial Performance (Profit & Loss Statement)	6
Statement of Cash Flows	7
Notes to and Forming Part of the Accounts	8
Auditors Report	10
Depreciation Schedule	11

COMMITTEE OF MANAGEMENT'S STATEMENT

On the $12^{\rm th}$ May, 2006 the Committee of Management of Independent Education Union of Australia passed the following resolution in relation to the General Purpose Financial Report (GPFR) of the reporting unit for the financial year ended $31^{\rm st}$ December, 2005.

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

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the committee of management were held in accordance with the rules of the organisation; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
 - (iv) where the organisation consists of 2 or more reporting units, the financial records of the reporting unit have been kept as far as practicable, in a consistent manner to each of the other reporting units of the organisation; and
 - (v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
 - (vi) No orders have been made by the Commission under section 273 of the RAO Schedule during the period.

For Committee of Management: John Gaulke

Cheryl Salter

Title of Office held:

Branch President

Branch Secretary

Signature:

Calte

Date: 26/5/06

OPERATING REPORT

PRINCIPAL ACTIVITIES FOR THE YEAR

- (1) **Implementation** and co-ordination of campaigns and programs regarding membership organising, industrial and professional agendas.
- (2) Representation of the industrial and professional interests of the members on a broad range of government committees, the Australian Industrial Relations Commission and various statutory bodies and community organisations concerned with educational, industrial and other relevant concerns.
- (3) **Provision** of industrial, legal and professional advice to members and chapters of the union on various educational and industrial issues.
- (4) **Development of submissions** to NT and national inquiries on school funding, educational and industrial rights issues relevant to the membership and the broader union movement and community. Participation on behalf of the union and its membership in the public debate on these matters.
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Greg Moore for July - December 2005
Sam Typuszak for July - December 2005

Statement of Financial Position as at 31st December, 2005

	2004				
	\$	MEMBERS FUNDS			
	7,388	Balance as at 31st December, 2004			58,364
1	0,976	Plus Profit for Year			14,027_
\$5	8,364				\$72,391
		CURRENT ASSETS			
		Commonwealth Bank of Australia			
	9,220	Cheque Account		9,657	
	6,912	AMP Banking		43,104	
	0	Debtors		8,181	
	2,547	Prepayments		3,295	
	0	G.S.T. Refundable		105	
6	8,679	Total Current Assets			64,342
		LESS CURRENT LIABILITIES			
	4,274	Creditors		4,824	
	4,274 2,935	G.S.T. Payable		0	
	2,326	Provision for Annual Leave		768	
	4,913	Provision for Long Service Leave		0	
	4,448	Total Current Liabilities			5,592
54	4,231	Working Capital			58,750
		PLUS NON CURRENT ASSETS			
		Property, Plant & Equipment			
;	5,000	Motor Vehicle	10,455		
(2,589)	Less Provision for Depreciation	477_	9,978	
	8,901	Office Equipment (at cost)	11,503		
(7,179)	Less Provision for Depreciation		3,663_	
	4,133	Total Non Current Assets			13,641
\$5	8,364	NET ASSETS			\$72,391

Statement of Financial Performance for Year Ended 31st December, 2005

2004				
\$	Income	Notes		
89,094	Members Subscriptions			88,632
2,135	Interest Received			2,772
83	Sundry Income			1,785
18,636	Subsidy - Independent Education Union of Australia			18,636
109,948	Total Income			111,825
	T 72 35			
901	Less Expenditure		1 240	
801	Advertising & Marketing	2	1,240	
5,224	Affiliation Fees	3	5,587	
2,326	Annual Leave Provision		(1,558)	
1,025	Audit Fees		1,050	
853	Bank Charges & Duties		816	
1,499	Computer Costs		174	
150	Conference, Seminar & Training Costs		2,486	
1,065	Depreciation		2,185	
492	Donations	4	1,336	
967	Fringe Benefits Tax - Officers Car		0	
3,615	Insurance		3,807	
716	Legal Fees		5,605	
4,913	Long Service Leave Provision		(4,913)	
2,725	Membership Promotions		0	
1,274	Member Meetings & Functions		1,235	
1,782	Motor Vehicle Expenses		1,553	
3,824	Office Requisites & Amenities		3,742	
2,215	Payroll Tax		2,534	
386	Postage & Courier		318	
530	Printing & Stationery		1,548	
(98)	Publications		50	
3,250	Rent		5,250	
0	Repairs & Maintenance		324	
37,602	Salaries - Officers		39,331	
2,893	Salaries - Administration Staff		3,344	
3,606	Superannuation		3,392	
0	Sundry Expenses		151	
3,636	Telephone		4,850	
9,266	Travelling & Accommodation		10,514	
2,435	Workcover	_	1,846	
98,972	Total Expenditure	_		97,797
\$10,976	SURPLUS FOR YEAR			\$14,028

Statement of Cash Flows for Year Ended 31st December, 2005

2004			
\$	Cash Flows from Operating Activities		
109,313	Revenue from Operations	100,872	
(92,314)	Payments to Suppliers and Employees	(102,281)	
2,135	Interest Received	2,772	
1,986	Net GST Collected	(3,040)	
21,120	Net Cash provided by Operating Activities		(1,677)
	(see Note 2)		
	Cash Flows from Investing Activities		
0	Purchase of Motor Vehicle	(10,455)	
0	Sale of Motor Vehicle	1,363	
0	Purchase of Furniture & Equipment	(2,602)	
0	Net Cash used in other activities		(11,694)
21,120	Net Increase (Decrease) in Cash Held		(13,371)
45,012	Cash at beginning of year		66,132
\$66,132	Cash at end of year		\$52,761
9,220	NOTES TO THE STATEMENT OF CASH FLOWS 1. Reconciliation of Cash For the purpose of the Statement of Cash Flows, cash includes cash on hand and in banks and investments in money market instruments. Cash at the end of the year as shown in the Statement of Cash Flows is reconciled to the related items in the financial statements as follows: Commonwealth Bank of Australia - Cheque Account		9,657
56,912	AMP Banking		43,104
\$66,132	Tivit Danning		\$52,761
	2. Reconciliation of Net Cash provided by Operating Activities to Operating Profit after Income Tax		
10,976	Operating Surplus (Deficit) for Year		14,028
1,065	Depreciation		2,185
	Changes in Assets and Liabilities		
1,500	(Increase) Decrease in Debtors		(8,181)
799	(Increase) Decrease in Prepayments		(748)
(2,445)	Increase (Decrease) in Creditors		550
1,986	Increase (Decrease) in G.S.T. Payable Increase (Decrease) in Provisions		(3,040)
2,326	- Annual Leave		(1,558)
4,913	- Long Service Leave		(4,913)
\$21,120			(\$1,677)

Cash Outflows shown in brackets

INDEPENDENT EDUCATION UNION OF AUSTRALIA NORTHERN TERRITORY BRANCH NOTES TO AND FORMING PART OF THE ACCOUNTS

NOTE 1

The General Purpose Financial Report has been prepared in accordance with Accounting Standards, other mandatory professional reporting requirements and The Workplace Relations Act 1996.

The accounts are prepared in accordance with the historical cost convention. The accounting policies adopted are consistent with those of the previous year.

(a) Income Tax

The Union is exempt from income tax under section 50-15 of the Income Tax Assessment Act 1997. The ongoing applicability of this ruling is at the discretion of the Australian Taxation Office.

(b) Depreciation

Depreciation is calculated on a straight line basis so as to write off the full net cost of each fixed asset during its effective working life.

The principal annual rates are:Office Furniture & Fittings 15%
Motor Vehicles 22.5%

(c) Employee Entitlements

Provisions for employee long service leave and annual leave have been made for the estimated accrued entitlements of all employees on the basis of their terms of employment.

(d) Cash

For the purpose of the statement of cash flows, cash includes deposits at call which are readily convertible to cash on hand and are used in the cash management function on a day to day basis, net of outstanding bank overdrafts.

(e) Goods and Services Tax

Business expenses and assets are recognised net of the amount of GST except where the amount of GST accrued is not recoverable from the Australian Taxation Office.

2. Information to be provided to Members or Registrar

In accordance with the requirements of the RAO Schedule of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of subsections (1), (2) and (3) of section 272 which reads as follow:

- (1) A member of an reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit.
- (2) The application must be in writing and must specify the period within which and the manner in which the information is to be made available. The period must be not less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under sub-section (1).

INDEPENDENT EDUCATION UNION OF AUSTRALIA NORTHERN TERRITORY BRANCH NOTES TO AND FORMING PART OF ACCOUNTS (CONT'D)

2004		
\$	Note 3	
	Affiliation Fees Paid	
3,818	IEUA	4,175
1,330	NT Trades & Labour Council	1,330
76	Union Shopper	82
\$5,224		\$5,587
	Note 4 Donations	s
0	ACTU Industrial Relations Campaign Support	745
0	APHEDA Tsunami Appeal	136
. 9	ICTUR/TURC Indonesian Projects	0
227	May Day T-Shirts	455
56	SDA 20th Anniversary Posters	0
200	Special Children's Christmas Parties	0
\$492		\$1,336



K. L. Paroissien & Associates Certified Practising Accountants Chartered Secretaries

14 Wakefield Street, Hawthorn, 3122. P.O. Box 2106. Telephone 9818 0468 Fax 9818 3448

USTRALIAN SOCIETY OF CPAS H.D. Paroissien FCPA ACIS

R. G. Paroissien CPA ACIS

AUDITORS REPORT TO THE MEMBERS OF

INDEPENDENT EDUCATION UNION OF AUSTRALIA NORTHERN TERRITORY BRANCH

The Financial Report and Directors' Responsibility

The financial report comprises the statement of financial performance, statement of financial position and statement of cash flow for Independent Education Union of Australia Northern Territory Branch for the year ended 31st December, 2005.

The committee is responsible for the preparation and true and fair presentation of the financial report. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

Audit Approach

We conducted an independent audit in order to express an opinion to the members of the Union. Our audit was conducted in accordance with Australian Auditing Standards in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal controls, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We perform procedures to assess whether in all material respects the financial report presents fairly Australian Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the Union's financial position, and of their performances as represented by the results of their operations and cash flows.

We formed our audit opinion on the basis of these procedures, which included:

- examine on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report, and
- assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the directors.

While we considered the effectiveness of the Union's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance of internal controls.

Independence

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

Audit Opinion

We have received all the information and explanations we required for the purpose of our audit.

In our opinion:

- (i) there were kept by the Union in respect of the year under review, satisfactory accounting records detailing the sources and nature of the income of the union (including income from members) and the nature and purpose of expenditure: and
- the attached accounts and statements, including the Certificate of the Committee of Management Statement, are prepared in accordance with Section 253 of the Workplace Relations Act, 1996. The accounts set out on page 5 to 10 have been prepared from the accounting records of the Union and are properly drawn up so as to give a true and fair view of:
- (iii) the financial position of the union as at 31st December, 2005; and
- (iv) the financial performance of the union for the year ended on the date; and

are in accordance with Statements of Accounting Concepts and applicable Accounting Standards as required by Section 257(5) of the RAO Schedule.

K.L. Paroissien & Associates

A.R. Paroissien PNA

Melbourne, 29 TM MAY, 2001

Year Ended 31st December, 2005

DEPRECIATION SCHEDULE

	Original Cost	Value at 31/12/04	Writte	n Off	Sales	Value at 31/12/05
1. Furniture & Fittings						
Plant & Equipment	6,512	289	15%	51		238
G80 Medium Back Chair	209	_		_		_
Computer P4 2.4 Ghz	2,180	1,433	27%	589		844
	8,901	1,722		640	•	1,082
Additions						
Laptop (21/11/05)	2,602	2,602	27%	21		2,581
	\$11,503	\$4,324		\$661		\$3,663
2. Motor Vehicle						
Toyota Starlet (581-768)	5,000	2,411	15%	1,047	1,364	. –
Additions Ford Laser (597-124)						
(18-10-2005)	10,455	10,455	22.5%	477		9,978
	\$15,455	\$12,866	15%	\$1,524	\$1,364	\$9 , 978
					•	
Totals	\$26,958	\$17,190		\$2,185	\$1,364	\$13,641