



21 April 2016

Mr Pdraig Crumlin
National Secretary
The Maritime Union of Australia
Level 2,
365 Sussex Street
Sydney NSW 2000

Cc: George Zorbas; Kristian Bolwell

Dear Mr Crumlin,

Annual Return of Information for 2016 [AR2016/51]

I acknowledge receipt on 13 April 2016 of an amended declaration providing information in accordance with subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The documents lodged included the office details for the National Women's Representative (Honorary).

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/index.cfm?pagename=regorgslist>

Thank you for your attention to this matter.

Yours sincerely

Carolyn Moloney
Regulatory Compliance Branch



Paddy Crumlin - National Secretary | Will Tracey - Deputy National Secretary
Ian Bray and Warren Smith - Assistant National Secretaries

Tuesday, April 12, 2016

General Manager
Fair Work Commission
PO Box 1994
Melbourne VIC 3001



By express post and email – orgs@fwc.gov.au

Dear General Manager,

**The Maritime Union of Australia
Amended Annual Return of Information for 2016 [AR2016/51]**

Please find enclosed an amended annual return of information for 2016 pursuant to the Fair Work (Registered Organisations) Act 2009 and Fair Work (Registered Organisations) Regulations 2009.

The original return was submitted on Wednesday 23rd March 2016 to the Fair Work Commission and acknowledged as been filed on Thursday 7th April 2016, but it has now been realised that the position of National Women's Representative was omitted from the return. The position was included in the draft document prior to finalisation and signature but for some unknown reason it was not contained within the final document that was subsequently submitted.

Therefore, I declare that the amended information attached is true and correct.

If you require any further information please contact MUA Compliance Officer George Zorbas on [REDACTED].

Yours sincerely,

**Padraig Crumlin
National Secretary**

Encl. – Amended 2016 Return (5 Pages)

Cc: carolyn.moloney@fwc.gov.au

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

I, PADRAIG CRUMLIN, being the NATIONAL SECRETARY of the MARITIME UNION OF AUSTRALIA, declare the following:

1. I am authorised to make this declaration.
2. The register of members has, during the immediately preceding calendar year, been kept and maintained as required by s.230(1)(a) and s.230(2) of the *Fair Work (Registered Organisations) Act 2009* (the Act).
3. The following is a correct statement of the information contained in the records required to be kept by the organisation in accordance with s.230(1)(b), (c), and (d) of the Act:
 - The address of the organisation is Level 2, 365-375 Sussex St, Sydney NSW 2000.
 - The name and address of each branch of the organisation is:
 1. Sydney Branch – Level 1, 365-375 Sussex St, Sydney NSW 2000
 2. Newcastle Branch – 406-408 King St, Newcastle West NSW 2302
 3. Southern NSW Branch – 64 Darcy Rd, Port Kembla NSW 2505
 4. Victorian Branch – 46-54 Ireland St, West Melbourne VIC 3003
 5. Queensland Branch – 73 Southgate Ave, Cannon Hill QLD 4170
 6. South Australian Branch – 65 St Vincent St, Port Adelaide SA 5015
 7. Western Australian Branch – Level 2, 2-4 Kwong Alley, North Freemantle WA 6159
 8. Tasmanian Branch – Shop 3, 59 Wright St, East Devonport TAS 7310
 9. Northern Territory Branch – Stokes Hill Wharf, Darwin NT 0801
 - On 31 December in the previous year the number of members was 14,045.
 - 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 2016:
 1. Organisation elections

NIL
 2. Branch elections

NIL

- During the previous 12 months:
 - NO branches COMMENCED or CEASED operation.

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

Signed:



Dated:

12th April 2016

ANNEXURE A

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

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
<i>National</i>	<i>National Secretary</i>	<i>Padraig Crumlin</i>	<i>c/- the Registered Organisation, postal address of Registered Organisation</i>	<i>Paid Official</i>
	<i>Deputy National Secretary</i>	<i>Will Tracey</i>	<i>As above</i>	<i>Paid Official</i>
	<i>Assistant National Secretary</i>	<i>Warren Smith</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant National Secretary</i>	<i>Ian Bray</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>National Presiding Officer</i>	<i>Christopher Cain</i>	<i>c/- the Western Australian Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Deputy National Presiding Officer</i>	<i>Garry Keane</i>	<i>c/- the Southern NSW Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>National Vice-Presiding Officer</i>	<i>Jason Campbell</i>	<i>c/- the Tasmanian Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>National Vice-Presiding Officer</i>	<i>Paul McAleer</i>	<i>c/- the Sydney Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>National Women's Representative Honorary</i>	<i>Mich-Elle Myers</i>	<i>c/- the Registered Organisation, postal address of Registered Organisation</i>	<i>National Women's Liaison Officer</i>
...				
<i>Sydney</i>	<i>Branch Secretary</i>	<i>Paul McAleer</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Deputy Branch Secretary</i>	<i>Paul Keating</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Paul Garrett</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Joseph Deakin</i>	<i>As Above</i>	<i>Paid Official</i>

	<i>Branch Presiding Officer</i>	<i>Paul Garrett</i>	<i>As Above</i>	<i>Paid Official</i>
...				
<i>Newcastle</i>	<i>Branch Secretary</i>	<i>Glen Williams</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Honorary Deputy Branch Secretary</i>	<i>Dennis Outram</i>	<i>As Above</i>	<i>Stevedore</i>
	<i>Branch Presiding Officer</i>	<i>Dennis Outram</i>	<i>As Above</i>	<i>Stevedore</i>
...				
<i>Southern NSW</i>	<i>Branch Secretary</i>	<i>Garry Keane</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Honorary Deputy Branch Secretary</i>	<i>James Paterson</i>	<i>As Above</i>	<i>Seafarer</i>
	<i>Branch Presiding Officer</i>	<i>James Paterson</i>	<i>As Above</i>	<i>Seafarer</i>
...				
<i>Victorian</i>	<i>Branch Secretary</i>	<i>Joseph Italia</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Deputy Branch Secretary</i>	<i>Mark Jones</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Jeffrey Hoy</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Robert Patchett</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Branch Presiding Officer</i>	<i>Mark Jones</i>	<i>As Above</i>	<i>Paid Official</i>
...				
<i>Queensland</i>	<i>Branch Secretary</i>	<i>Robert Carnegie</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Deputy Branch Secretary</i>	<i>Jason Miners</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Paul Gallagher</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Branch Presiding Officer</i>	<i>Jason Miners</i>	<i>As Above</i>	<i>Paid Official</i>
...				

<i>South Australian</i>	<i>Branch Secretary</i>	<i>Jamie Newlyn</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Honorary Deputy Branch Secretary</i>	<i>Clem Clothier</i>	<i>As Above</i>	<i>Stevedore</i>
	<i>Branch Presiding Officer</i>	<i>Clem Clothier</i>	<i>As Above</i>	<i>Stevedore</i>
...				
<i>Western Australian</i>	<i>Branch Secretary</i>	<i>Christopher Cain</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Deputy Branch Secretary</i>	<i>Adrian Evans</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Danny Cain</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Jeffrey Cassar</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Branch Presiding Officer</i>	<i>Adrian Evans</i>	<i>As Above</i>	<i>Paid Official</i>
...				
<i>Tasmanian</i>	<i>Branch Secretary</i>	<i>Jason Campbell</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Honorary Deputy Branch Secretary</i>	<i>Alisha Bull</i>	<i>As Above</i>	<i>Union Organiser</i>
	<i>Branch Presiding Officer</i>	<i>Alisha Bull</i>	<i>As Above</i>	<i>Union Organiser</i>
...				
<i>Northern Territory</i>	<i>Branch Secretary</i>	<i>Thomas Mayor</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Honorary Deputy Branch Secretary</i>	<i>Andrew Burford</i>	<i>As Above</i>	<i>Stevedore</i>
	<i>Branch Presiding Officer</i>	<i>Andrew Burford</i>	<i>As Above</i>	<i>Stevedore</i>



7 April 2016

Mr Padraig Crumlin
National Secretary
The Maritime Union of Australia
Level 2,
365 Sussex Street
Sydney NSW 2000

Dear Mr Crumlin,

Annual Return of Information for 2016 [AR2016/51]

I acknowledge receipt on 23 March 2016 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 2016 Annual Return of Information of The Maritime Union of Australia.

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/index.cfm?pagename=regorgslist>

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. The Maritime Union of Australia 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 Maritime Union of Australia 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

Carolyn Moloney
Regulatory Compliance Branch



Paddy Crumlin - National Secretary | Will Tracey - Deputy National Secretary
Ian Bray and Warren Smith - Assistant National Secretaries
Trim: 16/3/21/4517

Tuesday, March 22, 2016

General Manager
Fair Work Commission
PO Box 1994
Melbourne VIC 3001

By express post and email – orgs@fwc.gov.au

Dear General Manager,

**The Maritime Union of Australia
Annual Return of Information for 2016 [AR2016/51]**

Please find enclosed the annual return of information pursuant to the Fair Work (Registered Organisations) Act 2009 and Fair Work (Registered Organisations) Regulations 2009.

I declare that the attached information is true and correct.

If you require any further information please contact MUA Compliance Officer George Zorbas on [REDACTED]

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Paddy Crumlin', is written over a white background.

**Padraig Crumlin
National Secretary**

Encl. – 2016 Return (5 Pages)

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

I, PADRAIG CRUMLIN, being the NATIONAL SECRETARY of the MARITIME UNION OF AUSTRALIA, 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:
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 - On 31 December in the previous year the number of members was 14,045.
 - 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 2016:

1. Organisation elections

NIL

2. Branch elections

NIL

- During the previous 12 months:
 - NO branches COMMENCED or CEASED operation.
- The organisation:
 - Has not entered into an agreement under s.151(1) of the Act with a state union.

Signed:



Dated:

22 March 2016

ANNEXURE A

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

Branch	Name of Office (include any offices that are vacant)	Name of Office Holder	Postal Address of Office Holder	Occupation of Office Holder
<i>National</i>	<i>National Secretary</i>	<i>Padraig Crumlin</i>	<i>c/- the Registered Organisation, postal address of Registered Organisation</i>	<i>Paid official</i>
	<i>Deputy National Secretary</i>	<i>Will Tracey</i>	<i>As above</i>	<i>Paid Official</i>
	<i>Assistant National Secretary</i>	<i>Warren Smith</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant National Secretary</i>	<i>Ian Bray</i>	<i>As Above</i>	<i>Paid Official</i>
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	<i>Deputy National Presiding Officer</i>	<i>Garry Keane</i>	<i>c/- the Southern NSW Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>National Vice-Presiding Officer</i>	<i>Jason Campbell</i>	<i>c/- the Tasmanian Branch, postal address of the Branch</i>	<i>Paid Official</i>
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<i>Sydney</i>	<i>Branch Secretary</i>	<i>Paul McAleer</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Deputy Branch Secretary</i>	<i>Paul Keating</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Paul Garrett</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Joseph Deakin</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Branch Presiding Officer</i>	<i>Paul Garrett</i>	<i>As Above</i>	<i>Paid Official</i>
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<i>Newcastle</i>	<i>Branch Secretary</i>	<i>Glen Williams</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>

	<i>Honorary Deputy Branch Secretary</i>	<i>Dennis Outram</i>	<i>As Above</i>	<i>Stevedore</i>
	<i>Branch Presiding Officer</i>	<i>Dennis Outram</i>	<i>As Above</i>	<i>Stevedore</i>
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<i>Southern NSW</i>	<i>Branch Secretary</i>	<i>Garry Keane</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Honorary Deputy Branch Secretary</i>	<i>James Paterson</i>	<i>As Above</i>	<i>Seafarer</i>
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...				
<i>Victorian</i>	<i>Branch Secretary</i>	<i>Joseph Italia</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Deputy Branch Secretary</i>	<i>Mark Jones</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Jeffrey Hoy</i>	<i>As Above</i>	<i>Paid Official</i>
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<i>Queensland</i>	<i>Branch Secretary</i>	<i>Robert Carnegie</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
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...				
<i>South Australian</i>	<i>Branch Secretary</i>	<i>Jamie Newlyn</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Honorary Deputy Branch Secretary</i>	<i>Clem Clothier</i>	<i>As Above</i>	<i>Stevedore</i>

	<i>Branch Presiding Officer</i>	<i>Clem Clothier</i>	<i>As Above</i>	<i>Stevedore</i>
...				
<i>Western Australian</i>	<i>Branch Secretary</i>	<i>Christopher Cain</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Deputy Branch Secretary</i>	<i>Adrian Evans</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Danny Cain</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Assistant Branch Secretary</i>	<i>Jeffrey Cassar</i>	<i>As Above</i>	<i>Paid Official</i>
	<i>Branch Presiding Officer</i>	<i>Adrian Evans</i>	<i>As Above</i>	<i>Paid Official</i>
...				
<i>Tasmanian</i>	<i>Branch Secretary</i>	<i>Jason Campbell</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Honorary Deputy Branch Secretary</i>	<i>Alisha Bull</i>	<i>As Above</i>	<i>Union Organiser</i>
	<i>Branch Presiding Officer</i>	<i>Alisha Bull</i>	<i>As Above</i>	<i>Union Organiser</i>
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<i>Northern Territory</i>	<i>Branch Secretary</i>	<i>Thomas Mayor</i>	<i>c/- the Branch, postal address of the Branch</i>	<i>Paid Official</i>
	<i>Honorary Deputy Branch Secretary</i>	<i>Andrew Burford</i>	<i>As Above</i>	<i>Stevedore</i>
	<i>Branch Presiding Officer</i>	<i>Andrew Burford</i>	<i>As Above</i>	<i>Stevedore</i>



11 March 2016

Mr Padraig Crumlin
National Secretary
Maritime Union of Australia
By email: muano@mua.org.au

Dear Mr Crumlin,

**Maritime Union of Australia
Annual Return of Information for 2016 [AR2016/51]**

I refer to our letter dated 5 February 2016 reminding you of the obligation to lodge an Annual Return of Information for 2016 by **31 March 2016**. While the organisation has until the end of the month in which to lodge the information, we provide the following as a second and final reminder. Please ignore this letter if you have lodged the Annual Return in the last few days.

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) by that date. The matters to be included in the declaration are set out in the attached checklist.

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. Further, you are reminded that the Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records that may occur throughout the year.

If you require further information about an Annual Return you can refer to the '[Annual Information Requirements](#)' page on our website and, in particular, our Webinar slides.

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.

We encourage you to lodge all returns electronically (e.g. as a pdf file) at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

Please note: 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. Finally, 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).

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,

Anastasia Kyriakidis
Regulatory Compliance Branch

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

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

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].



5 February 2016

Mr Pdraig Crumlin
National Secretary
Maritime Union of Australia

By email: muano@mua.org.au

Dear Mr Crumlin,

**Maritime Union of Australia
Annual Return of Information for 2016 [AR2016/51]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2016 in respect of the Maritime Union of Australia by **31 March 2016**.

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) by that date. The matters to be included in the declaration are set out in the attached checklist.

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. Further, you are reminded that the Secretary or other prescribed officer must also notify the Commission within 35 days of any changes to such records that may occur throughout the year.

As previously advised, 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](#).

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.

We encourage you to lodge all returns electronically (e.g. as a pdf file) at orgs@fwc.gov.au. Please ensure that emailed documents include signatures where required.

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

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,

Anastasia Kyriakidis
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].