



Australian Government
Australian Industrial Registry

Level 8, Terrace Towers
80 William Street, East Sydney, NSW 2011
Telephone: (02) 8374 6666
Fax: (02) 9360 6990

Ref: FR2004/578-[182V]

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

Dear Mr Crumlin

Financial Return - year ending 30 June, 2004

Our records show your organisation's financial year ended recently. This letter outlines some of the things you must do to meet your financial reporting obligations and when you have to do them. For simplicity, we will call the documents you have to lodge with us your *financial return*.

New legislation

This letter is intended as guide to the law applicable on the date of this letter and should not be used as a substitute for legal or accounting advice. We only summarise some of the reporting requirements in this letter. More detailed information is at the end of this letter.

The legislation has changed since your last return. In May 2003 the Industrial Registrar wrote to all organisations forwarding a number of facts sheets outlining the major changes made by Schedule 1B of the Workplace Relations Act 1996 ('RAO' ¹). While the immediate changes affected the rules and elections in organisations, the changes affecting financial returns involve a longer lead time.

The key differences under the new legislation affecting financial returns are:

- a reduced financial reporting cycle (now maximum periods of 5 or 6 months depending on internal arrangements of organisation)
- a greater emphasis given to Australian Accounting Standards
- the introduction of a new report, known as an Operating Report (broadly similar in concept to a Director's Report under the corporations legislation)
- extensions of time are limited to one month
- restructured penalty provisions involving more extensive use of Civil Penalties
- the introduction of the Industrial Registrar's Reporting Guidelines
- organisations and their branches to report according to their financial structures, known as 'reporting units'.

We recommend you discuss the new requirements with your accountant or auditor.

¹ Registration and Accountability of Organisations Schedule (RAO) (Schedule 1B to the *Workplace Relations Act 1996*)

Reporting Unit

One of the new concepts of the RAO legislation is that reporting entities are known as "*reporting units*". Where an organisation is **not** divided into branches the reporting unit is the whole of the organisation. Where an organisation **is** divided into branches each branch will be a reporting unit unless the Industrial Registrar has determined a division of the organisation into reporting units on an alternative basis. We can discuss this with you if you need more information.

For simplicity, we will refer to your organisation as a reporting unit in this letter.

Industrial Registrar's Guidelines

The Industrial Registrar's reporting guidelines set out certain disclosure requirements in addition to those prescribed by Australian Accounting Standards having in mind the nature of organisations registered under the Workplace Relations Act.

The disclosure requirements prescribed by the reporting guidelines are directed towards providing members of the reporting unit with information to enable them to gauge the performance of the committee of management and other holders of office in relation to the financial management of the reporting unit. In addition, the reporting guidelines seek to improve the quality of information available to users of the financial report about the reporting unit's economic support of, or economic dependency on, other reporting units of the organisation.

Timeline Planner and Checklist

We have attached a Timeline/Planner (*Attachment A*) to help you **plan** your financial return and carry out all the necessary steps. We have also attached a Document Checklist (*Attachment B*) to **check** your documents before lodging them in the Registry. Both documents are abbreviated summaries of the relevant provisions of the RAO Schedule, RAO Regulations and the Industrial Registrar's Reporting Guidelines.

In the following section we describe some of the documents your reporting unit must prepare and the sequence of their preparation and completion.

Three Reports

Your reporting unit must prepare two reports as soon as practicable after its financial year, which, together with the Auditor's Report, comprise the reporting unit's financial return.

1. **General Purpose Financial Report** - this must comply with the Australian Accounting Standards and the Industrial Registrar's Reporting Guidelines. The GPFR consists of:

Financial Statements containing:

- a profit and loss statement, or other operating statement; and
- a balance sheet; and
- a statement of cash flows; and
- any other statements required by the Australian Accounting Standards; and

Notes to the Financial Statements containing:

- notes required by the Australian Accounting Standards; and
- information required by the Industrial Registrar's *Reporting Guidelines* under section 255); and

Committee of Management Statement as required by the Registrar's Reporting Guidelines (a sample certificate for illustrative purposes is at *Attachment C*)

2. **Operating Report** - this report includes a review of your reporting unit's principal activities for the year and other specified information.

Your reporting unit must appoint an auditor to audit the GPFR and to provide:

3. an **Auditor's Report**.

First Meeting (Committee of Management)

For simplicity, we will call the meeting at which the committee of management first considers the GPFR the first meeting. At the first meeting your committee, if satisfied that all is in order, will resolve to express its opinion on the GPFR and complete a Committee of Management Statement.

The Auditor

After the first meeting, the auditor takes the GPFR and the Committee of Management Statement and prepares a report on the GPFR. In practice, your auditor may have already completed most of his or her examination of your accounts. The auditor may only be waiting on the Committee to pass the required resolution and make the Statement before signing the report the same day.

Informing Your Members

Your reporting unit must provide free of charge to the general membership, copies of the GPFR, the Operating Report and the Auditor's Report. RAO calls these the "full report". Under certain circumstances, your reporting unit can provide a more limited *concise report*.

The reporting unit can meet its obligation to provide copies of the full or concise report to members by publishing the report in a journal that is available to the members free of charge.

A reporting unit may meet this obligation in whole or in part by publication of the report in a journal published on a web site on the Internet dependent on:

- a. the extent of the accessibility of the members of the reporting unit to the Internet; and
- b. that the members are notified by the reporting unit in the usual manner in which it communicates with its members that the report has been so published at a specified Internet address.

The report must be provided within 5 or 6 months from the end of the financial year, depending on the internal arrangements of the organisation for the presentation of its financial reports.

The Second Meeting - if it is a General Meeting of Members

After providing the full report to members it must be presented to a general meeting of members. For simplicity this is referred to as the *second meeting*.

Your reporting unit must always allow a minimum of 21 days for members to receive the full report before presenting it to a general meeting of members (s265(5)). The purpose of the interval and the second meeting is to enable the members to have time to consider the report and, if they wish, to attend the second meeting to discuss it.

If the rules of the organisation permit a general meeting to be a series of meetings held at different locations, the full report may be presented to such a series of meetings. In this case the 'date' of the general meeting is taken to be the date of the last meeting in the series (see s266(2)).

The Second Meeting - if it is a Committee of Management Meeting

If the rules of your organisation contain a provision that allows up to 5% of members to demand a general meeting to be held consider the report (see s266(3)), it is permissible to present the report directly to a Committee of Management meeting.

Lodge full report within 14 days of meeting

You must lodge a copy of the full report and any concise report in the Industrial Registry within 14 days of the second meeting. For your convenience you are encouraged to lodge the material electronically (see eFiling Tab at www.airc.gov.au). When lodging the financial return please quote: **FR2004/578**.

The Secretary (or another officer appropriately authorised under the rules of the organisation) must *certify* that the full report is a copy of the one provided to members and presented to the second meeting and provide the date of the meeting (a sample certification for illustrative purposes is at *Attachment D*).

When we receive your return we will check that it includes the information you must provide your members and that you have provided it to them correctly.

Complying with time limits

This letter has outlined some of the steps in preparing and lodging your return. Many of the steps must be completed within fixed time limits.

Failure to complete them in time could make your reporting unit or its officers liable to financial or "civil penalties".

Extensions of Time

We appreciate that sometimes circumstances beyond your reporting unit's control may delay completion of a financial return. If you believe your reporting unit is going to be unable to meet a time limit tell us as soon as you know. We can advise you if the step is one for which you may apply under RAO to the Industrial Registrar for extra time to complete. The maximum extra time allowed can be no more than one month.

Reduced Reporting Requirements

If your reporting unit meets certain conditions, some of these reporting requirements can be reduced. Such conditions might be where the annual income of the reporting unit (where the reporting unit is the whole of the organisation) is less than \$100,000, or where the reporting unit has no financial affairs in the financial year, or where the financial affairs of the reporting unit are encompassed by the financial affairs of its counterpart State industrial association.

Contact the Registry

We encourage you to contact the Registry on (02) 8374 6666 or by e-mail at Peter.McKerrow@air.gov.au as early as possible if you believe preparation or lodgment of your return will be delayed or if you have any queries. We can offer you advice on procedure but we cannot give you legal or accounting advice.

Information on AIRC Website

We recommend you and your accountant/auditor refer to the following documents on the Commission's website at www.airc.gov.au:

- [RAO Schedule and RAO Regulations](#)
- [Registrar's Reporting Guidelines](#) - All GPFR's must comply with these Guidelines. Please note that the Guidelines set out requirements that are *in addition* to those required by the Australian Accounting Standards.
- [RAO Fact Sheets](#) - These Fact Sheets explain the new requirements of the RAO Schedule - many of them deal with financial reporting matters.

Yours sincerely

Deputy Industrial Registrar

9 August, 2004

Documents Checklist

You can use this checklist as soon as possible after the financial year ends to ensure you have all the necessary documents prepared and that those documents contain all information required by RAO.

You can also use this checklist to ensure all documents in your financial return are complete before lodging them in the Registry.

No	Document	✓
1	General Purpose Financial Report	
	Does the report contain a Profit and Loss Statement?	
	Does the report contain a Balance Sheet?	
	Does the report contain a Statement of Cash Flows?	
	Does the report contain notes to the financial statements as required by AAS and the reporting guidelines?	
	Does the report contain all other information required by the reporting guidelines?	
2	Committee of Management Statement	
	Is the statement signed by the officer responsible for undertaking functions necessary to enable the reporting unit to comply with RAO?	
	Is the statement dated?	
	Is the statement in accordance with a resolution of the committee?	
	Does the statement specify the date of the resolution?	
	Does the statement contain declarations required by the reporting guidelines?	
3	Auditor's Report	
	Is the Report dated and signed by the auditor?	
	Is the name of the auditor clear?	
	Are the qualifications of the auditor on the report?	
	Has the auditor expressed an opinion on all matters required?	
4	Operating Report	
	Is the report signed and dated?	
	Does the report provide the number of members?	
	Does the report provide the number of employees?	
	Does the report contain a review of principal activities?	
	Does the report give details of significant changes?	
	Does the report give details of right of members to resign?	
	Does the report give details of superannuation trustees?	
	Does the report give details of membership of the committee of management?	
5	Concise report*	
6	Certificate of Secretary or other Authorised Officer	
	Is the certificate signed and dated?	
	Is the signatory the secretary or another officer authorised to sign the certificate?	
	Is the date that the report was provided to members stated?	
	Is the date of the Second Meeting at which the report was presented stated?	
	Does the certificate state that the documents are copies of those provided to members?	
	Does the certificate state that the documents are copies of those presented to the Second Meeting?	

* This is an optional way of providing documents to members (see RAO s265(3) and RAO Reg. 161).

Committee Of Management Statement

On *[date of meeting]* the Committee of Management of *[name of reporting unit]* passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended *[date]*:

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 including the rules of a branch concerned; and
 - (ii) the financial affairs of the reporting unit have been* managed in accordance with the rules of the organisation including the rules of a branch concerned; 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) there has been* compliance with any order for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

For Committee of Management: *[name of designated officer per section 243 of the RAO Schedule]*

Title of Office held:

Signature:

Date:

* Where compliance or full compliance has not been attained - set out details of non compliance instead.

Where not relevant these may be modified accordingly (e.g. in (vi) "No orders have been made by the Commission under section 273 of the RAO Schedule during the period."

Certificate of Secretary or other Authorised Officer¹

s268 of Schedule 1B *Workplace Relations Act 1996*

I *[name]* being the *[title of office]* of the *[name of the organisation]* certify:

- that the documents lodged herewith are copies of the full report, *[and the concise report]²*, referred to in s268 of the RAO Schedule; and
- that the *[full report **OR** concise report]³*, was provided to members on *[insert date]*; and
- that the full report was presented to *[a general meeting of members **OR** the last of a series of general meetings of members **OR** a meeting of the committee of management]³* of the reporting unit on *[insert date]*; in accordance with section 266 of the RAO Schedule.

Signature

Date:

¹*RAO regulation 162 prescribes the designated officer for the purpose of RAO schedule s268 as:*

(a) the secretary; or

(b) an officer of the organisation other than the secretary who is authorised by the organisation or by the rules of the organisation to sign the certificate mentioned in that paragraph.

²*Only applicable where a concise report is provided to members*

³*Insert whichever is applicable*



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Ref: FR2004/578 -[182V]

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

Dear Mr Crumlin

Re: The Maritime Union of Australia
Outstanding Financial Documents - *Workplace Relations Act 1996*

The Accounts and Audit Part of Schedule 1B of the *Workplace Relations Act 1996* requires, as a general rule, that the audited financial statements of a reporting unit of a registered organisation, be lodged in the Industrial Registry within 6 months and 14 days from the end of its financial year.

To date, the Registry has no record of lodgement of the financial reports of the abovenamed reporting unit for the year ended 30 June, 2004. For details of these provisions and organisations' financial reporting obligations please refer to the Registry's earlier correspondence.

In particular there is no record of lodgement of copies of:

- the general purpose financial report;
- the auditor's report; or
- the operating report.

These three reports are referred to as the "full report".

Section 268 of the RAO Schedule¹ requires that a copy of the full report be lodged in the Registry within 14 days (or such longer period a Registrar allows) after the full report is presented to a general meeting of members (or to a committee of management meeting if the rules make provision consistent with s266(3)).

Section 266 (1) requires that the full report be presented to the meeting within 6 months of the end of the financial year. Therefore, lodgement of the documents in the Registry was required by **14 January 2005**.

Section 305(2)(ze) of the RAO Schedule is a civil penalty provision. It provides that a failure to meet the requirements of s268 is a contravention of that civil penalty provision. The Federal Court may on application of the Industrial Registrar impose a pecuniary penalty on the person or organisation whose conduct contravened the civil penalty provision.

¹ Schedule 1B of the Workplace Relations Act 1996

I also draw your attention to the provisions of Part 1 of Chapter 9 of the RAO Schedule which set out the general duties of officers and employees of organisations and their branches in relation to financial management.

In the absence of lodgement of a copy of the full report, I request you state in writing by *2 May, 2005*:

- whether the auditor has audited the general purpose financial report and if so, the date on which the auditor signed the audit report
- whether the committee of management has prepared the operating report
- whether the full report has been provided to members, and if so, when
- whether the full report provided to the members has been presented to a general or committee of management meeting, and if so, when
- when a copy of the full report will be lodged in the Industrial Registry.

The full report when lodged must be accompanied by a certificate of the secretary or other authorised officer that the documents lodged are copies of the documents provided to members and presented to the general or committee of management meeting in accordance with s266.

If you wish to discuss this letter, please contact me on (02) 8374 6618. In reply please quote: **FR2004/578**.

Yours sincerely



Belinda Penna

E-mail: belinda.penna@air.gov.au

12 April, 2005



Australian Government
Australian Industrial Registry

Level 8, Terrace Towers
80 William Street, East Sydney, NSW 2011
Telephone: (02) 8374 6666
Fax: (02) 9380 6990

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

Dear Mr Crumlin

Financial Return - year ending 30 June 2004 Ref: FR2004/578

This letter is intended to remind you of your obligations to provide members with copies of your reporting unit's financial reports for year ended 30 June 2004 and to lodge the reports in the Industrial Registry by no later than 14 January 2005.

Over the past 18 months you would have received from us information about the major changes made by Schedule 1B of the *Workplace Relations Act 1996* ('RAO'⁴¹).

Financial Reports

Your reporting unit must prepare or have prepared the following three reports as soon as practicable after its financial year:

1. A General Purpose Financial Report (GPFR);
2. An Operating Report; and
3. An Auditor's Report.

Informing Your Members

Your reporting unit must provide free of charge to the general membership, copies of the abovementioned reports (the "full report"). Under certain circumstances, your reporting unit can provide a more limited concise report. The report must be provided within 5 or 6 months from the end of the financial year, depending on the internal arrangements of the reporting unit for the presentation of its financial reports.

A reporting unit may make application to a Registrar to extend the period within which copies of the full report or concise report are to be provided to members by no more than one month.

The Second Meeting - if it is a General Meeting of Members

After providing the full report to members it must be presented to a general meeting of members (the *second meeting*). This meeting must be held within 6 months of the end of the financial year. You may make application to a Registrar to extend this time limit by no more than one month so that the time limit for providing to members copies of the full report or concise report may in turn be extended.

⁴¹ Registration and Accountability of Organisations Schedule (RAO) (Schedule 1B to the *Workplace Relations Act 1996*)

Your reporting unit must always allow a minimum of 21 days for members to receive the full report before presenting it to a general meeting of members (s265(5)). The purpose of the interval and the second meeting is to enable the members to have time to consider the report and, if they wish, to attend the second meeting to discuss it.

If the rules of the organisation permit a general meeting to be a series of meetings held at different locations, the full report may be presented to such a series of meetings. In this case the 'date' of the general meeting is taken to be the date of the last meeting in the series (see s266(2)).

The Second Meeting - if it is a Committee of Management Meeting

If your rules contain a provision that allows up to 5% of members to demand a general meeting to be held to consider the full report (see s266(3)), it is permissible to present the full report directly to a Committee of Management meeting. This meeting must be held within 6 months of the end of the financial year.

There is no provision for extending the time limit for presenting the full report to a committee of management meeting.

Lodge full report within 14 days of meeting

You must lodge a copy of the full report and any concise report in the Industrial Registry within 14 days of the second meeting. Your reporting unit's financial reports should, therefore, be lodged by no later than 14 January 2005.

Contact the Registry

We encourage you to contact the Registry on (02) 8374 6666 or by e-mail at peter.mckerrrow@air.gov.au as early as possible if you have any queries. If you have already taken steps to ensure that your reporting unit complies with the time scale requirements of RAO, please ignore this letter.

Information on AIRC Website

We recommend you and your accountant/auditor refer to the following documents on the Commission's website at www.airc.gov.au:

- [RAO Schedule and RAO Regulations](#)
- [Registrar's Reporting Guidelines](#) - All GPFRs must comply with these Guidelines. Please note that the Guidelines set out requirements that are *in addition* to those required by the Australian Accounting Standards.
- [RAO Fact Sheets](#) - These Fact Sheets explain the new requirements of the RAO Schedule - many of them deal with financial reporting matters.

Yours sincerely



Peter McKerrrow
for Deputy Industrial Registrar

23 November 2004

THE MARITIME UNION OF AUSTRALIA
ABN 93 047 659 794
AND IT'S SUBSIDIARY COMPANY

FINANCIAL REPORT
FOR THE YEAR ENDED
30 JUNE 2004

OPERATING REPORT

Your National Council present their report on the Union and its subsidiary company for the financial year ended 30 June 2004.

The names of the officials in office at any time during the financial year are:

Armstrong, M	Horgan, L
Boyle, J	Keane, G
Bracken, K	Leavy, K
Bray, I	McCorriston, K
Burford, A	Munday, T
Cain, C	Newlyn, J
Campbell, J	Newlyn, D
Carr, M	Patchett, R
Coombs, R	Perry, D
Covell, L	Schleibs, D
Crumlin, P	Smith, W
Cushion, D	Tannock, J
Doleman, M	Virago, S
Field, J	Wickham, M
Garret, P	Wood, G

Officials have been in office since the start of the financial year to the date of this report unless otherwise stated.

The consolidated profit of the reporting unit for the financial year amounted to \$161,712.

The number of members of the reporting unit at the date of this report was 10,586.

The number of employees of the reporting unit at the end of the financial year was 61.

The right of members to resign from the organisation is set out at section 11. of the Unions rules.

No significant changes in the reporting unit's state of affairs occurred during the financial year.

The principal activities of the reporting unit during the financial year were the provision of trade union services to its members.

No significant change in the nature of these activities occurred during the year.

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the economic entity, the results of those operations, or the state of affairs of the reporting unit in future financial years.

No indemnities have been given or insurance premiums paid, during or since the end of the financial year, for any person who is or has been an officer or auditor of the economic entity.

The following officials were trustees or directors of a company that acted as a trustee or alternative trustee of the following superannuation entities: the Stevedoring Employees Retirement Fund (SERF) and Seafarers' Retirement Fund (SRF).

Carr, M (SRF)	Doleman, M (SRF)
Coombs, R (SERF)	Newlyn, D (SERF)
Crumlin, P (SRF) (SERF)	Tannock, J (SERF)

Signed at SYDNEY this 5th day of November 2004


P. CRUMLIN

THE MARITIME UNION OF AUSTRALIA
 ABN 93 047 659 794
 AND ITS SUBSIDIARY COMPANY

STATEMENT OF FINANCIAL PERFORMANCE
 FOR THE YEAR ENDED 30 JUNE 2004

	Notes	Consolidated		Chief Entity	
		2004 \$	2003 \$	2004 \$	2003 \$
Revenue from ordinary activities	2	9,385,505	6,781,187	9,384,841	6,774,625
Employee Benefits expense	3	(4,362,069)	(4,283,181)	(4,362,069)	(4,283,181)
Depreciation and amortisation expenses	3	(323,370)	(520,400)	(323,370)	(520,400)
Other expenses from ordinary activities		<u>(4,538,354)</u>	<u>(2,426,180)</u>	<u>(4,535,701)</u>	<u>(2,424,953)</u>
Surplus/(Deficit) from ordinary activities before income tax		161,712	(448,574)	163,701	(453,909)
Income tax expense relating to ordinary activities	1(b)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net surplus/ (deficit) from ordinary activities after income tax attributable to members of the union		<u>161,712</u>	<u>(448,574)</u>	<u>163,701</u>	<u>(453,909)</u>
Increase in surplus upon application of Accounting standard AASB 1028 & AASB 1044	12	<u>(71,376)</u>	<u>-</u>	<u>(71,376)</u>	<u>-</u>
Total revenues, expenses and valuation adjustments attributable to members of the parent entity directly recognised in equity		<u>(71,376)</u>	<u>-</u>	<u>(71,376)</u>	<u>-</u>
Total changes in members' funds		<u>90,336</u>	<u>(448,574)</u>	<u>92,325</u>	<u>(453,909)</u>

THE MARITIME UNION OF AUSTRALIA
 ABN 93 047 659 794
 AND ITS SUBSIDIARY COMPANY

STATEMENT OF FINANCIAL POSITION
 AS AT 30 JUNE 2004

	Notes	Consolidated		Chief Entity	
		2004	2003	2004	2003
		\$	\$	\$	\$
CURRENT ASSETS					
Cash	5	6,750,091	734,419	6,738,967	721,065
Receivables	6	924,933	591,371	939,383	606,062
Other	7	-	5,276	-	5,276
TOTAL CURRENT ASSETS		<u>7,675,024</u>	<u>1,331,066</u>	<u>7,678,350</u>	<u>1,332,403</u>
NON-CURRENT ASSETS					
Receivables	6	298,073	313,989	298,073	313,989
Investments	8	4,380,020	5,162,096	4,380,010	5,162,086
Property, Plant and Equipment	9	13,237,786	18,661,371	13,237,786	18,661,371
Intangibles		980	980	-	-
TOTAL NON-CURRENT ASSETS		<u>17,916,859</u>	<u>24,138,436</u>	<u>17,915,869</u>	<u>24,137,446</u>
TOTAL ASSETS		<u>25,591,883</u>	<u>25,469,502</u>	<u>25,594,219</u>	<u>25,469,849</u>
CURRENT LIABILITIES					
Payables	10	1,085,304	409,719	1,085,304	409,719
Provisions	11	1,653,186	2,037,769	1,653,186	2,037,769
TOTAL CURRENT LIABILITIES		<u>2,738,490</u>	<u>2,447,488</u>	<u>2,738,490</u>	<u>2,447,488</u>
NON-CURRENT LIABILITIES					
Provisions	11	691,512	950,469	691,512	950,469
TOTAL NON-CURRENT LIABILITIES		<u>691,512</u>	<u>950,469</u>	<u>691,512</u>	<u>950,469</u>
TOTAL LIABILITIES		<u>3,430,002</u>	<u>3,397,957</u>	<u>3,430,002</u>	<u>3,397,957</u>
NET ASSETS		<u>22,161,881</u>	<u>22,071,545</u>	<u>22,164,217</u>	<u>22,071,892</u>
MEMBERS' FUNDS					
Retained Surplus	12	22,161,881	22,071,545	22,164,217	22,071,892
TOTAL MEMBERS' FUNDS		<u>22,161,881</u>	<u>22,071,545</u>	<u>22,164,217</u>	<u>22,071,892</u>

THE MARITIME UNION OF AUSTRALIA
 ABN 93 047 659 794
 AND ITS SUBSIDIARY COMPANY

STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED 30 JUNE 2004

	Notes	Consolidated		Chief Entity	
		2004 \$	2003 \$	2004 \$	2003 \$
CASH FLOW FROM OPERATING ACTIVITIES					
Receipts from members		6,366,281	6,365,596	6,366,281	6,374,146
Payments to suppliers and employees		(8,207,649)	(7,357,901)	(8,205,355)	(7,371,674)
Rent received		456,762	727,433	456,762	727,433
Interest received		228,034	17,264	227,970	17,152
Fringe benefits tax paid		(68,147)	(72,440)	(68,147)	(72,440)
Net cash (used in)/provided by operating activities	19(b)	<u>(1,224,719)</u>	<u>(320,048)</u>	<u>(1,222,489)</u>	<u>(325,383)</u>
CASH FLOW FROM INVESTING ACTIVITIES					
Increase/(decrease) in market value of managed funds		253,408	(375,588)	253,408	(375,588)
Income from managed funds		233,099	358,723	233,099	358,723
Net proceeds/(payment) for purchase of Property, plant & equipment		<u>6,753,884</u>	<u>(30,103)</u>	<u>6,753,884</u>	<u>(30,103)</u>
Net cash provided by/ (used in) investing activities		<u>7,240,391</u>	<u>(46,968)</u>	<u>7,240,391</u>	<u>(46,968)</u>
Net increase/(decrease) in cash held		6,015,672	(367,016)	6,017,902	(372,351)
Cash at the beginning of the financial year		<u>734,419</u>	<u>1,101,435</u>	<u>721,065</u>	<u>1,093,416</u>
Cash at the end of the financial year	19(a)	<u><u>6,750,091</u></u>	<u><u>734,419</u></u>	<u><u>6,738,967</u></u>	<u><u>721,065</u></u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2004

i. Statement of Significant Accounting Policies

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Consensus Views, other authoritative pronouncements of the Australian Accounting Standards Board and the RAO Schedule of the Workplace Relations Act, 1996.

The financial report covers The Maritime Union of Australia as an individual chief entity and The Maritime Union of Australia and its subsidiary company as an economic entity. The Maritime Union of Australia is a trade union registered and domiciled in Australia

The financial statements have been prepared on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets.

The following is a summary of the significant accounting policies adopted by the economic entity in the preparation of the financial statements. The accounting policies have been consistently applied, unless otherwise stated.

(a) Principles of Consolidation

The Consolidated accounts comprise the accounts of the Maritime Union of Australia, being the Chief Entity, and its controlled entity. The controlled entity is MUA HTS Pty Ltd and surplus/deficit of the controlled entity is included in the Consolidated income and expenditure from the date control was obtained.

Transactions and balances between the controlled entity and the economic entity have been eliminated in full. MUA HTS Pty Ltd is wholly owned by the Maritime Union of Australia and is incorporated in NSW.

(b) Income Tax

No provision for income tax is necessary as "Trade Unions" are exempt from income tax under SS 50-15 of the Income Tax Assessment Act 1997.

(c) Information to be provided to Members or the Industrial Registrar

In accordance with the requirements of the Workplace Relations Act, 1996 the attention of members is drawn to the following sub sections of Section 272 of the RAO Schedule which read as follows:

- "(1) A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
- (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 not be less than 14 days after the application is given to the reporting unit.
- (3) A reporting unit must comply with an application made under subsection (1)."

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2004

1. Statement of Significant Accounting policies (cont'd)

(d) Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation.

Property

Land and buildings are measured on the fair value basis, being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction. It is the policy of the economic entity to have an independent valuation every three years.

Plant and equipment

Plant and equipment is measured on the cost basis. The carrying amount of plant and equipment is reviewed annually by officials to ensure it is not in excess of the recoverable amount from those assets.

Depreciation

The depreciable amount of all fixed assets including buildings and capitalised leased assets, but excluding freehold land and buildings held at fair value, is depreciated on a straight line basis over their estimated useful lives to the economic entity commencing from the time the asset is held ready for use.

The depreciation rates used for each class of assets are:

Class of fixed asset	Depreciation rate
Buildings at cost	2%
Plant and equipment	5-15%

(e) Investments

Non-current investments are measured on the cost basis. The carrying amount of investments is reviewed annually by officials to ensure it is not in excess of the recoverable amount of these investments. The recoverable amount is assessed from the quoted market value of shares in listed companies or underlying net assets for other listed corporations.

(f) Foreign Currency Transactions and Balances

Foreign currency transactions during the year are converted to Australian currency at the rates of exchange applicable at the dates of the transactions. Amounts receivable and payable in foreign currencies at balance dates are converted at the prevailing rates as at balance date.

The gains and losses from conversion of assets and liabilities, whether realised or unrealised, are included in profit from ordinary activities as they arise.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2004

1. Statement of Significant Accounting Policies (cont'd)

(g) Employee Benefits

Provision is made for the Union's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year with benefits arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at the amounts expected to be paid when the liability is settled plus related on-costs. Other employee benefits payable later than one year have been measured at the present value of the estimated future cashflow to be made for those benefits.

Contributions are made by the economic entity to an employee superannuation fund and are charged as expenses when incurred.

(h) Accrued expenditure

Accruals are recognised when there is a definitive commitment and where an obligation for the Union has arisen. Usually the Union accrues for the international conferences, election expenses, legal fees, and any other payable for which the Union has an estimate. Estimates are based on past year trends and current factors which may have an impact on the Union's obligations. During the current financial year the Union accrued for legal costs, union elections, the federal election, the gain on sale of property payable to Southern Queensland Branch, international and national conferences totalling approximately \$625k.

(i) Cash

For the purposes of the statement of cash flows, cash includes cash on hand and at call deposits with banks or financial institutions, investments in money market instruments maturing within less than two months and net of bank overdrafts.

(j) Revenue

Revenue from union contributions is recognised on an accrual basis. These comprises of actual contributions received during the year and income due as at balance date.

All revenue is stated net of the amount of goods and sales tax (GST).

(k) Change in Accounting Policy

The economic entity changed its accounting policy in the financial year ending 30 June 2004 relating to provisions and employee benefits in order to comply with Accounting Standards AASB 1044 and AASB 1028 respectively. AASB 1028 requires on-costs to be included in the calculation of employee entitlements. Also, AASB 1028 requires non-current employee benefits to be recorded at present value which is calculated by discounting future cash flows at the current bond rates.

AASB 1044 requires that provision amounts which cannot be measured reliably do not meet the criteria for liability recognition. Thus, such provisions were reversed during the year.

The Union has also changed its policy of depreciating revalued assets. The Union has disclosed 'Land and Buildings' at its carrying value. The impact of the change to comply with AASB 1041 is \$287,059. The Union has taken the revalued amount at 1 July 2002 as the new 'deemed' cost.

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2004

	Consolidated		Chief Entity	
	2004	2003	2004	2003
2. Revenue				
Operating activities				
Union contributions	6,487,184	5,809,219	6,487,184	5,809,219
Fees, fines & other charges	2,605	3,841	2,605	3,841
Rent received	456,762	727,433	456,762	727,433
Interest	228,034	17,264	227,970	17,152
Commission	3	646	3	646
Levies	91	10,682	91	10,682
Donation	53,948	70,835	53,948	70,835
Professional fees	600	6,450	-	-
Union sales	5,440	(2,129)	5,440	(2,129)
Surplus from Sirata Fund	-	52,633	-	52,633
Sustenance refunded	2,080	3,750	2,080	3,750
	<u>7,236,747</u>	<u>6,700,624</u>	<u>7,236,083</u>	<u>6,694,062</u>
Non-operating activities				
Profit on sale of non-current assets	1,532,674	3,166	1,532,674	3,166
Loss on sale of non-current assets	-	(13,701)	-	(13,701)
Sundry income	91,668	107,963	91,668	107,963
Income from managed funds	241,396	(1,512)	241,396	(1,512)
Increase/ (decrease) in market value of investments	283,020	(15,353)	283,020	(15,353)
Total revenue	<u>9,385,505</u>	<u>6,781,187</u>	<u>9,384,841</u>	<u>6,774,625</u>
3. Profit from ordinary activities				
Profit from ordinary activities before income tax:				
Depreciation of non-current assets				
- plant and equipment	323,268	305,160	323,268	305,160
- buildings	102	215,240	102	215,240
Total depreciation	<u>323,370</u>	<u>520,400</u>	<u>323,370</u>	<u>520,400</u>
Employee benefits				
- salaries and wages	3,339,332	3,275,089	3,339,332	3,275,089
- provision for annual leave	118,207	250,233	118,207	250,233
- provision for long service leave	179,798	127,181	179,798	127,181
- superannuation contributions	469,474	411,365	469,474	411,365
- staff & member training	95,748	108,299	95,748	108,299
- provision for sick leave	119,803	84,936	119,803	84,936
Other operating expenses				
- audit				
audit services	34,800	38,002	34,800	34,336
other services	7,755	7,184	6,415	6,984
- legal expenses	765,570	287,626	765,570	287,626
- travelling	204,838	229,238	204,838	229,238
- rates	229,178	146,251	229,178	146,251

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2004

	2004	2003
	\$	\$
4. Officials' Remuneration		
The aggregate remuneration received by officials and relieving officials from the Union during the year:	<u>2,064,903</u>	<u>1,776,901</u>

Number of chief entity officials whose income from chief entity or any related parties was within the following bands:

	Salaries	Lump Sums
	No.	No.
\$0 - \$4,999	5	15
\$10,000 - \$14,999	1	6
\$15,000 - \$19,999	1	3
\$20,000 - \$24,999	1	2
\$25,000 - \$29,999	-	2
\$35,000 - \$39,999	-	1
\$45,000 - \$49,999	-	1
\$70,000 - \$74,999	6	-
\$75,000 - \$79,999	5	-
\$80,000 - \$84,999	6	-
\$85,000 - \$89,999	4	-
\$90,000 - \$94,999	1	-

In 2004 the Officials' remuneration includes paying out to Officials' accrued entitlements totalling \$319,083. The sick leave payments were made as a result of a National Council budget decision that sick leave entitlements as of 1 December 2003 would no longer accrue as an entitlement to Officials. This entitlement was previously one of their conditions of employment.

The names of officials of the chief entity who have held office during the financial year are:

Armstrong, M	Horgan, L
Boyle, J	Keane, G
Bracken, K	Leavy, K
Bray, I	McCorrison, K
Burford, A	Munday, T
Cain, C	Newlyn, J
Campbell, J	Newlyn, D
Carr, M	Patchett, R
Coombs, R	Perry, D
Covell, L	Schleibs, D
Crumlin, P	Smith, W
Cushion, D	Tannock, J
Doleman, M	Virago, S
Field, J	Wickham, M
Garrett, P	Wood, G

	Consolidated		Chief Entity	
	2004	2003	2004	2003
	\$	\$	\$	\$
5. Cash				
Cash at bank	(13,726)	414,524	(24,850)	401,170
Cash on hand	1,010	1,010	1,010	1,010
Deposits at call	6,762,807	318,885	6,762,807	318,885
	<u>6,750,091</u>	<u>734,419</u>	<u>6,738,967</u>	<u>721,065</u>

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2004

	Notes	Consolidated		Chief Entry	
		2004	2003	2004	2003
		\$	\$	\$	\$
6. Receivables					
CURRENT					
Accrued contributions		557,214	436,311	557,214	436,311
Sundry receivables		367,719	155,060	382,169	169,751
		<u>924,933</u>	<u>591,371</u>	<u>939,383</u>	<u>606,062</u>
NON-CURRENT					
Loans to officials	6(a)	<u>298,073</u>	<u>313,989</u>	<u>298,073</u>	<u>313,989</u>
(a) Loans to officials					
Amounts repaid during the year		<u>15,916</u>	<u>12,655</u>	<u>15,916</u>	<u>12,655</u>

No loans were advanced during the year.

(b) There are three loans outstanding to officials at 30 June 2004 amounting to \$298,073 [2003:\$313,989].

Names of the officials who hold loans from the Union:

D. Summers
 M. Doleman
 R. Newlyn

The loans are secured by mortgage over residential property and are made on normal commercial terms and conditions. The total interest received on loans to officials for the year was \$11,232 [2003: \$7,072].

7. Other Assets

		2004	2003	2004	2003
		\$	\$	\$	\$
CURRENT					
Prepayments		<u>-</u>	<u>5,276</u>	<u>-</u>	<u>5,276</u>

8. Investments

		2004	2003	2004	2003
		\$	\$	\$	\$
NON-CURRENT					
Managed funds at market value		4,380,010	4,893,502	4,380,010	4,893,502
Government & other securities at cost		-	268,594	-	268,584
		<u>4,380,010</u>	<u>5,162,096</u>	<u>4,380,010</u>	<u>5,162,086</u>
Managed funds at market value					

Managed funds are disclosed in the financial accounts at 30 June 2004 at market value. The revaluation increment/(decrement) of \$233,099 [2003: (\$375,588)] has been credited/(charged) to the Income & Expenditure Statement pursuant to Regulation 107(a)(xxvii) and the Workplace Relations Act, 1996. Which is in compliance with the statutory requirement (AASB 1010) which states that non-current assets other than revalued assets should be recorded at lower of recoverable cost. This year the market value of the managed fund is lower than the cost.

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2004

9. Property, Plant and Equipment

(a) Consolidated

	Land & Buildings	Plant & Equipment	Office Equipment	Office Furniture	Motor Vehicles	Total
Cost						
Balance 1 July 2003						
- cost	-	695,114	642,543	470,550	705,076	2,513,283
- independent valuation	17,647,551	-	-	-	-	17,647,551
Additions	8,860	7,231	150,993	-	647,283	814,367
Disposals	(5,700,000)	(340,758)	(120,498)	(19,350)	(586,208)	(6,766,814)
Balance 30 June 2004	11,956,411	361,587	673,038	451,200	766,151	14,208,387

Depreciation						
Balance 1 July 2003	(215,053)	(356,098)	(410,070)	(263,318)	(254,924)	(1,499,463)
Depreciation charges	(102)	(45,742)	(105,536)	(23,864)	(148,126)	(323,370)
Disposals	215,053	215,400	112,575	17,935	291,269	852,232
Balance 30 June 2004	(102)	(186,440)	(403,031)	(269,247)	(111,781)	(970,601)

Carrying Value						
As at 30 June 2003	17,432,498	339,016	232,473	207,232	450,152	18,661,371
As at 30 June 2004	11,956,309	175,147	270,007	181,953	654,370	13,237,786

(b) Chief Entity

Cost						
Balance 1 July 2003						
- at cost	-	695,114	642,543	470,550	705,076	2,513,283
- fair value	17,647,551	-	-	-	-	17,647,551
Additions	8,860	7,231	150,993	-	647,283	814,367
Disposals	(5,700,000)	(340,758)	(120,498)	(19,350)	(586,208)	(6,766,814)
Balance 30 June 2004	11,956,411	361,587	673,038	451,200	766,151	14,208,387

Depreciation						
Balance 1 July 2003	(215,053)	(356,098)	(410,070)	(263,318)	(254,924)	(1,499,463)
Depreciation charges	(102)	(45,742)	(105,536)	(23,864)	(148,126)	(323,370)
Disposals	215,053	215,400	112,575	17,935	291,269	852,232
Balance 30 June 2004	(102)	(186,440)	(403,031)	(269,247)	(111,781)	(970,601)

Carrying Value						
As at 30 June 2003	17,432,498	339,016	232,473	207,232	450,152	18,661,371
As at 30 June 2004	11,956,309	175,147	270,007	181,953	654,370	13,237,786

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2004

9. Property, Plant and Equipment (cont'd)

Property

The Union's land and buildings were revalued to their recoverable amounts at 30 June 2002 by Mr K.R. Gentle FAPI, Mr M.W. Evans AAPI, Mr Gavin Chapman AAPI, and Mr Bill Linkson AAPI, MBA, Registered Valuers. Buildings are depreciated on a straight line basis over their estimated potential service period.

Revaluation of non-current assets

Land and buildings are periodically revalued. Independent assessments are obtained of the fair market values of land and buildings on existing use and such assessments are used as a guide when revaluations are made. Revaluation increments and decrements are credited or charged to the Income and Expenditure Statement, pursuant to Regulation 107(a) (xxvii) and the Workplace Relations Act, 1996 which is a departure from the requirements in the Australian Auditing Standard AAS10. The statutory requirement must, however, be observed where there is a conflict between statute and accounting standards.

Building improvements since the date of revaluation are booked at cost.

	Consolidated		Chief Entity	
	2004	2003	2004	2003
	\$	\$	\$	\$
10. Payables				
CURRENT				
Trade creditors	223,950	90,155	223,950	90,155
Sundry creditors	861,354	319,564	861,354	319,564
	<u>1,085,304</u>	<u>409,719</u>	<u>1,085,304</u>	<u>409,719</u>
11. Provisions				
CURRENT				
Employee Entitlements	1,653,186	1,803,193	1,653,186	1,803,193
Other	-	234,576	-	234,576
	<u>1,653,186</u>	<u>2,037,769</u>	<u>1,653,186</u>	<u>2,037,769</u>
NON-CURRENT				
Employee Entitlements	691,512	950,469	691,512	950,469
Aggregate employee benefit liability	<u>2,344,698</u>	<u>2,753,662</u>	<u>2,344,698</u>	<u>2,753,662</u>
Number of employees at year-end			61	60

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2004

	Consolidated		Chief Entity	
	2004	2003	2004	2003
	\$	\$	\$	\$
12. Retained Surplus				
Retained surplus at the beginning of the financial year	22,071,545	22,520,119	22,071,892	22,525,801
Net surplus/ (deficit) from ordinary activities after income tax attributable to members of the union	161,712	(448,574)	163,701	(453,909)
Retrospective adjustment to provisions and employee benefits upon application of AASB 1044 & 1028.				
- Reversal of provisions (AASB1044)	194,461	-	194,461	-
- Additional on-cost on employee benefits (AASB 1028)	(113,248)	-	(113,248)	-
- Reversal of depreciation on land and buildings (AASB 1041)	120,995	-	120,995	-
- Reversal of investments (AASB 1010)	(273,584)	-	(273,584)	-
Total retrospective adjustments taken up in retained surplus	(71,376)	-	(71,376)	-
Retained surplus at the end of the financial year	<u>22,161,881</u>	<u>22,071,545</u>	<u>22,164,217</u>	<u>22,071,892</u>

13. Contingent Liabilities

Estimates of the potential financial effect of contingent liabilities that may become payable

Litigation claims

A proceeding against the economic entity was filed in the Federal Court in May 2004 by Port Waratah Coal Services Limited alleging breaches of the Trade Practices Act and Workplace Relations Act. Legal counsel advises that the case is still at a preliminary stage. The initial claim for lost income and damages is:

	<u>2,074,689</u>	-	<u>2,074,689</u>	-
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Payable under contract

The economic entity has engaged a contractor for construction of a new building at Pt Kembla. The estimate of the future payment relating to the contract is:

	<u>400,000</u>	-	<u>400,000</u>	-
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2004

14. Events Subsequent to balance date

Since the end of the financial year the chief entity, Maritime Union of Australia has purchased a new accounting software package. Cost of the package 'Sun Systems' and the cost of implementation totalling approximately \$100,000. In addition, upgrade of servers was performed costing approximately \$90,000.

The Union has invested in Platinum Trust and PM Capital July 2004. Investments totalling approximately \$2.2M.

15. Related Party Transactions

The parent entity is Maritime Union of Australia.

The Maritime Union of Australia has made loans to the officials of the Union on normal commercial terms and conditions that are unsecured and at call.

16. Segment Reporting

The economic entity operates predominantly in one business and geographical segment being trade union services in Australia.

17. Controlled Entities

Subsidiary: MUA HTS Pty Ltd
Country of Incorporation: Australia
Percentage owned: 100% (2003: 100%)

18. Union Details

The national office of the Union is located at:
Maritime Union of Australia
Level 2
365 Sussex Street
SYDNEY NSW 2000

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2004

	Consolidated		Chief Entity	
	2004	2003	2004	2003
	\$	\$	\$	\$
19. Cash Flow				
(a) Reconciliation of cash				
Cash at the end of the financial year, as shown in the Statement of Cash Flows, is reconciled to the related items in the Balance Sheet as follows:				
Cash at bank	(13,726)	414,524	(24,850)	401,170
Cash on hand	1,010	1,010	1,010	1,010
Deposits at call	6,762,807	318,885	6,762,807	318,885
	<u>6,750,091</u>	<u>734,419</u>	<u>6,738,967</u>	<u>721,065</u>
(b) Reconciliation of Cash Flow from Operations with Surplus from Ordinary Activities after Income tax				
Operating surplus/ (deficit)	161,712	(448,574)	163,701	(453,909)
Loss/(profit) on disposal of fixed assets	(1,532,674)	10,535	(1,532,674)	10,535
Depreciation	323,370	520,400	323,370	520,400
Changes in assets and liabilities				
(Increase)/Decrease in receivables	(181,743)	171,059	(196,502)	186,059
(Increase)/Decrease in other assets	5,276	(5,276)	5,276	(5,276)
Increase/ (Decrease) in creditors	660,885	(35,464)	675,585	(50,464)
Increase/ (Decrease) in provisions	(540,642)	(567,170)	(540,342)	(567,170)
(Increase)/Decrease in accrued contributions	(120,903)	34,442	(120,903)	34,442
Net cash used in operating activities	<u>(1,224,719)</u>	<u>(320,048)</u>	<u>(1,222,489)</u>	<u>(325,383)</u>

ITEMISED INCOME & EXPENDITURE STATEMENT
 FOR THE YEAR ENDED 30 JUNE 2004

	Consolidated		Chief Entity	
	2004 \$	2003 \$	2004 \$	2003 \$
OPERATING INCOME				
Union Contributions	6,487,184	5,809,219	6,487,184	5,809,220
Fees, fines & other charges	2,605	3,841	2,605	3,841
Rent received	456,762	727,433	456,762	727,433
Commission	-	644	-	644
Levies	91	10,682	91	10,682
Donation	17,203	70,835	17,203	70,835
Profit on sale of non-current assets	1,532,674	3,166	1,532,674	3,166
Legal fee settlement	91,468	-	91,468	-
National conference-sponsor/donation	36,746	-	36,746	-
Professional fees	600	6,450	-	-
Union sales	5,440	(2,129)	5,440	(2,129)
Surplus from Strata Fund	-	52,633	-	52,633
Sustenance refunded	2,080	3,750	2,080	3,750
Sundry income	200	107,963	200	107,963
Net Operating Income	8,633,053	6,794,488	8,632,453	6,788,038
COMPENSATION AND BENEFITS				
Direct Salaries – Officials	1,886,629	1,776,901	1,886,629	1,776,901
Direct Salaries – Staff	1,452,703	1,498,188	1,452,703	1,498,188
Fringe Benefits Tax	68,147	72,440	68,147	72,440
Motor Vehicle Expenses	164,276	140,832	164,276	140,832
Payroll Tax	281,951	214,567	281,951	214,567
Staff Training	33,094	9,044	33,094	9,044
Superannuation	469,474	411,365	469,474	411,365
Temporary Staff	39,707	26,080	39,707	26,080
Workers Compensation Insurance	50,603	38,452	50,603	38,452
Total Compensation & Benefits	4,446,584	4,187,869	4,446,584	4,187,869
GENERAL EXPENSES				
Audit & Accountancy	42,555	41,520	41,215	41,320
Consultants	11,883	4,375	11,883	4,375
Depreciation	323,268	305,160	323,268	305,160
Donation	67,053	51,969	67,053	51,969
Insurance – General	6,000	5,772	4,891	4,745
Loss on Sale of Non-Current Asset	-	13,701	-	13,701
National Council Expenses	33,437	19,971	33,437	19,971
Office Expenses	31,306	22,660	31,306	22,660
Publications	100,889	15,000	100,889	15,000
Postage & Freight	28,836	30,304	28,836	30,304
Printing & Stationery	78,075	69,009	78,075	69,009
Repairs & Maintenance	19,817	20,272	19,817	20,272
Rental expense (St Georges)	7,686	-	7,686	-
Subscriptions, Newspapers, Periodicals	25,732	33,685	25,732	33,685
Sundry expenses	24,016	15,520	24,016	15,520
Union Elections	50,325	1,068	50,325	1,068
Federal Elections	100,000	-	100,000	-
Replaceables	12,262	15,896	16,262	15,896
Total General Expenses	967,140	665,882	964,691	664,653
OCCUPANCY EXPENSES				
Cleaning	103,454	99,059	103,454	99,059
Building Depreciation	102	215,240	102	215,240
Security	27,178	24,678	27,178	24,678
Property Insurance	69,157	75,934	69,157	75,934
Property Rates	229,178	146,251	229,178	146,251
Rent	22,094	17,652	22,094	17,652
Repairs & Maintenance	95,635	-	95,635	-

THE MARITIME UNION OF AUSTRALIA
 ABN 93 047 659 794
 AND ITS SUBSIDIARY COMPANY

ITEMISED INCOME & EXPENDITURE STATEMENT
 FOR THE YEAR ENDED 30 JUNE 2004

	Consolidated		Chief Entity	
	2004	2003	2004	2003
	\$	\$	\$	\$
OCCUPANCY EXPENSES (cont'd)				
Property Valuations	-	91	-	91
Property Sales/Purchase Costs	123,382	7,428	123,382	7,428
Electricity	70,792	81,624	70,792	81,624
Total Occupancy Expenses	740,972	667,957	740,972	667,957
INDUSTRIAL & MEMBER SERVICES				
Affiliation Fees & Levies	161,589	86,948	161,589	86,948
Arbitration & Award	92	488	92	488
Conferences - National	621,419	29,394	621,419	29,394
Conferences - International	205,500	147,185	205,500	147,185
Fares & Travel	204,838	229,238	204,838	229,238
Legal Expenses	765,570	287,626	765,570	287,626
Overseas Visitors Expenses	-	3,084	-	3,084
Stop work Meeting Expenses	18,981	6,455	18,981	6,455
Funeral Expenses	4,503	14,442	4,503	14,442
Member Training	62,654	99,255	62,654	99,255
Port security	19,703	-	19,703	-
Business Expenses	44,795	26,583	44,795	26,583
Union Publications	102,041	79,085	102,014	79,085
Total Industrial & Member Services	2,211,658	1,009,783	2,211,658	1,009,783
IT & TELECOMMUNICATIONS EXPENSES				
Computer Consumables	17,979	-	17,979	-
Computer Lease	1,512	-	1,512	-
Facsimile	8,054	9,338	8,054	9,338
Internet Access	36,886	-	36,886	-
IT Consultants	49,393	-	49,393	-
Modem Lines	1,429	2,520	1,429	2,520
Telephone - Home	39,713	33,939	39,713	33,939
Telephone - Office	81,208	80,631	81,208	80,631
Telephone - Mobile	110,236	98,766	110,236	98,766
Telephone - PABX & Video Conference	811	-	811	-
Computer System Repairs & Maintenance	66,655	-	66,655	-
Total IT & Telecommunications Expenses	413,876	225,194	413,876	225,194
Total Operating Expenses	8,780,230	6,756,685	8,777,781	6,755,458
NET OPERATING PROFIT	(147,177)	37,802	(145,328)	32,580
NON-OPERATING INCOME/EXPENSES				
Income from Managed Funds	241,396	358,723	241,396	358,723
(Decrease)/Increase in Market Value of Investments	283,020	(375,588)	283,020	(375,588)
Interest Received	228,034	17,264	227,970	17,152
Investment Management Fees	(9,181)	(12,555)	(9,181)	(12,555)
Bank Charges	(16,573)	(11,871)	(16,369)	(11,871)
Provisions - Employee Entitlements	(417,807)	(462,349)	(417,807)	(462,349)
Total Non-Operating Income/Expenses	308,889	(486,376)	309,029	(486,487)
NET INCOME (DEFICIT)	161,712	(448,574)	163,701	(453,909)


COMMITTEE OF MANAGEMENT STATEMENT
FOR THE YEAR ENDED 30 JUNE 2004

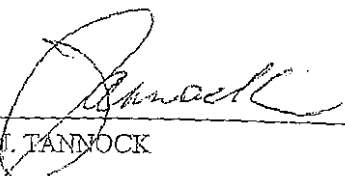
In accordance with the resolution of the National Council, we state that in the opinion of the Council:

- (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 accompanying financial statements and notes are drawn up so as to give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year ended 30 June 2004;
- (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; and
- (e) During the financial year to which the financial report relates and since the end of the year:
 - (i) meetings of the National council 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) to the knowledge and belief of the National Council, during the financial year to which the financial report relate, there have been no instances where records of the organisation or other documents or copies of those records or other documents, have not been furnished, or made available to members of the organisation or the Registrar in accordance with section 272 of the RAO schedule; and
 - (v) the organisation has kept its records, as far as practicable, in a consistent manner.
 - (vi) with regard to funds of the organisation raised by the compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made out of any such fund for purposes other than those for which the fund was operated.
 - (vii) No orders have been made by the Commission under section 273 of the RAO schedule during the period.

Signed at SYDNEY this 5th day of November 2004

National Councillors


M. DOLEMAN


I. TANNOCK

Principal: David Robinson MCom BÉc FCA

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**INDEPENDENT AUDITOR REPORT
TO THE MEMBERS OF THE MARITIME UNION OF AUSTRALIA
ABN 93 047 659 794
AND ITS SUBSIDIARY COMPANY**

Scope

We have audited the financial report of the Maritime Union of Australia for the financial year ended 30 June 2004 comprising the statement of financial position, statement of financial performance, statement of cash flows and accompanying notes to the financial statements. The financial report includes the consolidated accounts of the economic entity comprising the Maritime Union of Australia and, MUA HTS Pty Ltd, an entity it controlled at year's end. The National Council (Committee of Management) is responsible for the preparation and presentation of the financial report. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the organisation.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with Australian Accounting Standards and the Workplace Relations Act, 1996 so as to present a view which is consistent with our understanding of the union's and the economic entity's financial position and the results of their operations and their cash flows.

The audit opinion expressed in this report has been formed on the above basis.

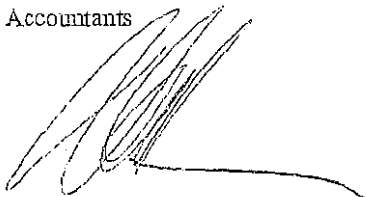
Audit Opinion

In our opinion, the general purpose financial report of The Maritime Union of Australia:

- (a) gives a true and fair view of the Union's and economic entity's financial position as at 30 June 2004 and of their performance for the year ended on that date;
- (b) complies with Accounting Standards in Australia and the Workplace Relations Act 1996, RAO Schedule; and
- (c) other mandatory professional reporting requirements.

Signed at Sydney *5th* day of *November*, 2004

HARVEYS
Chartered Accountants



David P Robinson MCom BÉc FCA FTIA

PENNA, Belinda

Dear Peter,

Please find attached a Certificate from the MUA National Secretary in the format suggested in your email dated 7 July 2005.

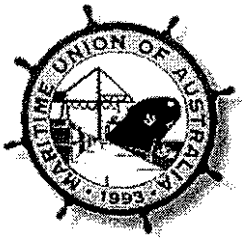
We will utilise this template and consider all your suggestions contained in your correspondence of 25 August 2005 in preparing our 2005 Returns.

Kind regards



William Giddins
National Industrial Officer
Maritime Union of Australia
365-375 Sussex Street
Sydney NSW 2000
phn 61 2 92679134 fax 61 2 92613481

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The Maritime Union Of Australia

National Office

P. Crumlin
National Secretary

J. Tannock
Deputy National Secretary

M. Doleman
R. Newlyn

Assistant National Secretaries

Trim 12829

Certificate of Secretary or Other Authorised Officer

S268 of Schedule 1B Workplace Relations Act 1996

I, Padraig Crumlin, being the National Secretary of the Maritime 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 on and from 5 November 2004; and
- ❖ That the full report was presented to the last of a series of general meetings of members of the reporting unit on 16 December 2004 in accordance with s266 of the RAO Schedule.

Signature:

Date: 28 September 2005



Australian Government
Australian Industrial Registry

Level 8, Terrace Towers
80 William Street, East Sydney, NSW 2011
Telephone: (02) 8374 6666
Fax: (02) 9380 6990
Email: sydney@air.gov.au

Mr P Crumlin
National Secretary
The Maritime Union of Australia
Level 2, 365-375 Sussex Street
SYDNEY NSW 2000

Dear Mr Crumlin

Re: Financial Statements and Accounts for the year ending 30 June 2004 (FR2004/578)

I refer to your Secretary's certificate dated 28 September 2005, which was lodged in the Registry on 28 September 2005.

Following the receipt of this certificate the financial documents have now been filed, and may be viewed on the internet at www.e-airc.gov.au/182v/financial.

The Statements of Loans, Grants and Donations for the financial year ending 30 June 2004 which were lodged in the Registry on 6 June 2005 have been placed on a file which is not for public viewing other than by members of your organisation.

Yours sincerely,

A handwritten signature in black ink that reads "Belinda Penna".

Belinda Penna
for Deputy Industrial Registrar

29 September 2005