



2 October 2019

Graciete Ferreira
President
Master Builders Association of the Australian Capital Territory
Sent via email: Graciete@pfwork.com.au

Dear Graciete Ferreira,

Reminder of actions required when persons elected to office

The Australian Electoral Commission has provided the Registered Organisations Commission (the ROC) a declaration of results for the election of uncontested offices in matter E2019/78. This letter is a reminder of certain obligations imposed on organisations and on persons elected to office.

A notice must be published on the organisation's website

The organisation or branch must, as soon as practicable after receiving the post-election report, publish on its website a notice that a copy of the report is available from the organisation, branch or the AEC on request. The notice must be kept on the website for a period of at least 3 months (see regulation 141 of the Fair Work (Registered Organisations) Regulations 2009).

Holders of office required to undertake approved training

Section 293K of the *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires each officer with financial management duties to undertake approved training that covers those duties within 6 months after the person begins to hold office. Please ensure that relevant officers undertake approved training within the required timeframe. Please also ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests, the details of which are provided for in the RO Act.

Organisation must notify the Commission of changes

Also, section 233(2) of the RO Act requires that an organisation must notify the Commission **within 35 days of any changes** to the holders of office in the organisation. **If there are no changes a notification is not required.** If the election has resulted in **any changes** to the holders of office, the Master Builders Association of the Australian Capital Territory must notify the Commission of these changes. In particular, please advise:

1. Person(s) who have ceased to hold office:
 - the name of the office vacated;
 - the date of the change of office holder; and
 - the name of the person vacating the office.

2. Person(s) who have commenced to hold office:
 - the name of the office now held;
 - the date of the change of office holder;
 - the name of the person now holding the office;
 - the postal address of the person (generally the postal address of the organisation); and

- the occupation of the person now holding the office.

The notification must include a declaration by the Secretary (or other prescribed officer) that the information is a correct statement of the changes made. A template notification of changes, which may assist you, is attached. If any change does not apply until a date in the future, you do not need to notify until then (e.g. AGM, 1 January, 2nd Monday in March). If you have already lodged this information, please disregard this reminder.

Yours faithfully,

Romy Kaur
Registered Organisations Commission

**Master Builders Association of the
Australian Capital Territory**
DECLARATION OF RESULTS - E2019/78
Uncontested Offices

Scheduled Election

The results of the election for the following offices conducted in accordance with the provisions of the *Fair Work (Registered Organisations) Act 2009* and the rules of the organisation are:

Office-Bearers

President (1)

Candidates

FERREIRA Graciete

Treasurer (1)

Candidates

PORRECA Frank

As the number of nominations accepted did not exceed the number of positions to be filled, I declare the above candidates elected.

C Bernoth .

Catherine Bernoth
Returning Officer
Telephone: 02 9375 6375
Email: nswelections@aec.gov.au
03/09/2019



13 September 2019

Post-election report

**Master Builders Association of the Australian
Capital Territory
E2019/78**

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Election(s) Covered in this Report

Organisation: Master Builders Association of the Australian Capital Territory
Election Decision Number(s): E2019/78

Rules

Rules used for the election: 241V: Incorporates alterations of 20 May 2019
[R2018/260] Replaces rulebook dated 20/06/2014
[R2013/45]

Rules difficult to apply/interpret: None

Model Rule reference (if any): N/A

For more details see the Model Rules on the AEC website:

https://www.aec.gov.au/About_AEC/AEC_Services/Industrial_Elections

Roll of Voters

As there were no contested offices, no Roll of Voters was required.

Irregularities

Details of written allegations of irregularities, Nil
and action taken by AEC:

Other irregularities identified, and action taken:

Other Matters

Returning Officer actions required (Section 193): Yes

Details:

The Rules of the Organisation are silent on the withdrawal of nominations. Instruction was given by the Returning Officer for the withdrawal of nominations to close at the same time as the close of nominations.

Signed



Catherine Bernoth
Returning Officer
Australian Electoral Commission
E: nswelections@aec.gov.au
P: 02 9375 6375

13/09/2019

Attachments

- 1) Declaration of results for Uncontested Office



DECISION

Fair Work (Registered Organisations) Act 2009
s.189—Arrangement for conduct of an election

Master Builders Association of the Australian Capital Territory (E2019/78)

MR ENRIGHT

MELBOURNE, 19 JUNE 2019

Arrangement for conduct of election.

[1] On 29 May 2019 the Master Builders Association of the Australian Capital Territory lodged with the Registered Organisations Commission prescribed information for an election to fill the following offices:

| | |
|-----------|-----|
| President | (1) |
| Treasurer | (1) |

[2] I am satisfied that an election for the abovenamed offices is required to be held under the rules of the organisation and, under subsection 189(3) of the *Fair Work (Registered Organisations) Act 2009*, I am making arrangements for the conduct of the election by the Australian Electoral Commission.



DELEGATE OF THE COMMISSIONER

Printed by authority of the Commonwealth Government Printer

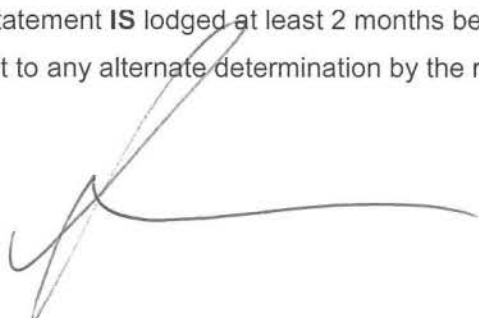
PR351388

PRESCRIBED INFORMATION FOR ELECTIONS in accordance with Section 189 *Fair Work (Registered Organisations) Act 2009* and Regulation 138 *Fair Work (Registered Organisations) Regulations 2009*

I, **FRANK PORRECA**, being the **TREASURER** of the **MASTER BUILDERS ASSOCIATION OF THE ACT**, make the following statement:

1. I am authorised to sign this statement containing prescribed information for **MASTER BUILDERS ASSOCIATION OF THE ACT**.
2. The following information is lodged under subsection 189(1) of the Fair Work (Registered Organisations) Act 2009 (the RO Act).
3. The elections that are required are set out in the table in Annexure A.
4. No rule alterations are pending that will impact the election.
5. This statement **IS** lodged at least 2 months before nominations open for the election below, subject to any alternate determination by the returning officer.

Signed:



Dated:

29-5-2019

ANNEXURE A

- Elections that are required [*insert as many pages as required*]:

| Branch | Name of Office | Number required | Voting System <i>Direct voting system; Collegiate electoral system</i> | Reason for Election <i>Scheduled; Casual vacancy; New office created; Insufficient nominations</i> | Electorate |
|--------|----------------|-----------------|---|---|---|
| | President | 1 | DVS | Scheduled | All full and financial and/or life members. |
| | Treasurer | 1 | DVS | Scheduled | All full and financial and/or life members. |

- Important dates:

| | Direct Voting System | Collegiate Electoral System |
|------------------------------------|--|-----------------------------|
| Nominations OPEN | <i>To be determined by the returning officer</i> | <i>Not applicable</i> |
| Nominations CLOSE | <i>To be determined by the returning officer</i> | <i>Not applicable</i> |
| Roll of Voters cut off date | <i>To be determined by the returning officer</i> | <i>Not applicable</i> |

Please note: that for insufficient nominations and casual vacancies, the date nominations open and close, unless specified in the rules, should be listed as *'to be determined by the returning officer'*. Casual vacancies must be accompanied by proof of resignation and attached to this statement.