

STATUTORY DECLARATION

I, Robert Whitwell of [REDACTED], do solemnly and sincerely declare that:

1. I am the President of the Master Builders Association of Victoria;
2. The register of members has during the immediately preceding calendar year been kept and maintained as required by S 268(1) and (2) of the Workplace Relations Act 1998.
3. The following list is a correct statement of the list of officers and names, postal addresses and occupations of the persons holding those offices in the organisation during 2003.

OFFICE	OFFICE HOLDER	ADDRESS	OCCUPATION
President	Robert Whitwell	[REDACTED]	General Manager
Immediate Past President	Michael Rigg	[REDACTED]	Director
Deputy President	Stanley Falloon	[REDACTED]	Building Consultant
Treasurer	Donato Ravida	[REDACTED]	Director
Board Member	Steven Charles Sweeney	[REDACTED]	Director
Board Member	David Arnold Newnhan	[REDACTED]	Director
Board Member	Brent Watts	[REDACTED]	State Manager
Board Member	Anthony Johnson	[REDACTED]	Director
Board Member	Gavan Duke	[REDACTED]	Manager

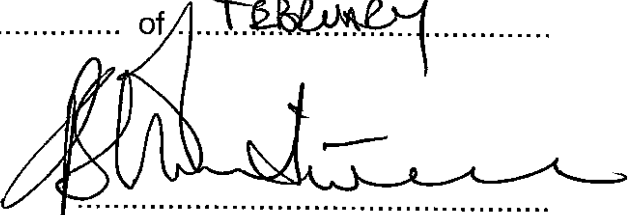
4. There are no branches of the organisation.
5. The address of the head office is: 332 Albert Street, EAST MELBOURNE, VICTORIA, 3002.


6. That the following elections will be held between 1/4/2003 and 31/3/2004 in accordance with 'Annexure A'.

I acknowledge that this declaration is true and correct and I make it in belief that a person making a false declaration is liable to the penalties of perjury.

DECLARED at East Melbourne on this 4th of February
Two Thousand and Three.

BEFORE ME;


.....
Signature of Declarant


.....
Signature of Authorised Witness
ASSOCIATE, AUSTRALIAN SOCIETY OF CPAs

Annexure 'A'

SUMMARY OF MBAV ELECTION PROCESS

MONTH

DATES

July

Sector Group Committee

Call for nominations for Sector Group Committee to all members of sector group

By 1 August (27(d)(iv))

August

Sector Group Committee

Nominations for Sector Group Committees close.

By 4.00pm 14 August
(27(d)(iv))

Where the required number of nominations are received for committee positions, the Returning Officer shall certify to the President that the said candidates have been elected unopposed (28(f)) and shall declare the nominated candidates elected (27(d)(v))

No particular time or method stated. A simple letter should suffice.

Office Bearers

At August meeting of Council every 2 years, the Returning Officer shall invite written nominations for the positions of President, Deputy President Treasurer (Office Bearers) (27(a)(ii)).

September

Office Bearers

Nominations for Office Bearers close

By 4.00 pm 1 September
(27(a)(iv))

Sector Group Committees & Office Bearers

If more than the number of nominations required to fill sector group committee and/or office bearer positions are received, an election by postal ballot shall be conducted in accordance with Rule 28 (g).

By end of September for committee members
(27(d)(vi))

By November meeting of Council for Office Bearers
(27(a)(vi))

October

Sector Group Committee

Declaration of sector group committee members if elected by postal ballot

At October meeting of each sector group committee (27(d)(vii))

Chairperson and Councillors

Committee Chairperson and Councillors: Returning Officer shall call for nominations from the members of the newly declared Sector Group Committee (27(d)(vii)) by sending nomination forms.

By 2nd week of October and after declaration of new Committee members (27(b)(iii) and 27(c)(iii)).

Nominations close by end of October (27(b)(iv) & 27(c)(iv)).

November

Chairman & Councillors

Where the required number of nominations are received for chairman and councillors are received, the Returning Officer shall certify to the President that the said candidates have been elected unopposed (28(f) and shall declare the nominated candidates elected (27(b)(v) & 27(c)(v)).

No particular time or method stated. A simple letter should suffice.

If more than the number of nominations required to fill position of chairman and/or positions of Councillors are received, an election by postal ballot shall be conducted in accordance with rule 28(g).

By AGM for Chairman and Councillors (27(b)(vi) & 27(c)(vi))

If a ballot was conducted for positions of Chairman and/or Councillors, Returning Officer shall certify to the Executive Director the result of the ballot and the ED shall declare the successful candidate(s) duly elected.

At the AGM (27(b)(vii) and 27(c)(vii))

Office Bearers

If only one nomination is received for each office bearer position, the Returning Officer shall declare elected the respective positions.

At November meeting of Council (27(a)(v))

Where a secret postal ballot was conducted for Office Bearers, the Returning Officer shall certify to the Executive Director the result of the ballot and the ED shall at the same meeting declare the successful candidates elected.

At November meeting of Council (27(a)(vii))

The Office Bearers shall be installed in office at the AGM by the retiring President. Such installations shall be the last item on the agenda and the President, Deputy President and Treasurer shall assume office on installation. (27(a)(viii))

At AGM



AUSTRALIAN INDUSTRIAL REGISTRY

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Mr Robert Whitwell
President
Master Builders' Association of Victoria
GPO Box 544D
MELBOURNE VIC 3001

Dear Mr Whitwell,

**Re: Master Builders' Association of Victoria
Annual Return of information contained in records kept by organisation
(AR 2003/173)**

I have received your statutory declaration declared on 4 February 2003 providing information in accordance with subsection 268(3) of the Workplace Relations Act 1996. The documents were lodged in the Industrial Registry on 7 February 2003.

The documents lodged cover the following information for the 2003 Annual Return of the organisation: -

- certification in respect of the register of members of the organisation.
- list of offices in the organisation and the names, postal addresses and occupation of the persons holding those offices.
- address of the organisation.
- information in respect of elections in the organisation.

The documents have been filed.

Yours sincerely,

Lynette Markovski
Statutory Services Branch

7 February 2003