



23 May 2019

Peter Daly
 Secretary
 Master Plumbers' and Mechanical Services Association of Australia, The
 Sent via email: info@plumber.com.au

Dear Peter Daly

Notification of changes made to records under s.233(1) RO Act - Annual obligation to lodge information (AR2018/12)

I acknowledge receipt of a Notification of Change to the office holders of the Master Plumbers' and Mechanical Services Association of Australia, The.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

During the assessment of your organisation's annual return in 2019, it was identified that the office holders on the National Council have been erroneously omitted from the annual return since 2016.

In order to rectify the most recent changes to your records which have not been lodged with the ROC as a result of this error, a request was made on 21 May 2019 for your organisation to lodge outstanding notifications of change from 2018. On 22 May 2019, the notification of change was lodged with the ROC. Thank you for rectifying the issue promptly once it was identified.

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
22 May 2019	Master Plumbers' and Mechanical Services Association of Australia	National Councillor - new office holder	No - 391 days late

Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

Late notification

GPO Box 2983, Melbourne VIC 3001
 Telephone: 1300 341 665 | Email: regorgs@roc.gov.au
 Website: www.roc.gov.au

The notification from your organisation indicates that changes occurred more than 35 days prior to its lodgement. Please ensure that future notifications of change are lodged within 35 days of the change occurring.

Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

Mandatory disclosures

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

Mandatory training

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe. Further information about training is provided in our [officer financial training fact sheet](#).

Thank you for your correspondence.

Yours faithfully,

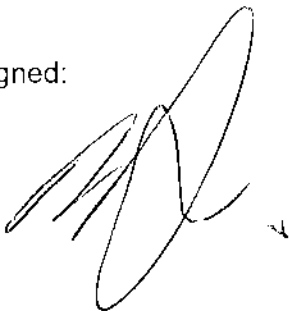
Kristina Menzies
Registered Organisations Commission

**NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return)
required to be kept in accordance with section 230 *Fair Work (Registered Organisations)
Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009***

i, Peter Daly, being the Secretary of the Master Plumbers and mechanical Services Association of Australia, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to 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 *Fair Work (Registered Organisations) Act 2009*:
 - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:

A handwritten signature in black ink, appearing to be 'Peter Daly', written over a faint, illegible stamp or watermark.

Dated: 22 May 2019

[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to regorgs@roc.gov.au.]

ANNEXURE A

THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE

- Changes to Offices and Office Holders in the Organisation and its Branches *[insert as many pages as required]*:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
	22.3.2018	National Councillor	Vacant	Glenn Howard	c/- Master Plumbers, 15/306 Albert Street Brunswick, Vic 3056	Plumber

Master Plumbers and Mechanical Services Association of Australia

Officers

Position	First Name	Last Name	Title	Address
National Councillor, Executive Board Member and President	Scott	Dowsett	Director	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor, Executive Board Member & Vice President	Norman	Anderson	Director	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor, Executive Board Member & Vice President	Kevin	Shinners	Director	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor, Executive Board Member & Honorary Treasurer	Adrian	Murphy	Director	15/306 Albert Street, Brunswick, Vic, 3056
Secretary	Ken	Gardner	Executive Director	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor & Executive Board Member	Grant	Donald	Director	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor & Executive Board Member	Daniel	Smolenaars	Director	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor & Executive Board Member	Robert	Hansen	Director	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor & Executive Board Member	Greg	Tink	Director	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor	Christopher	Unwin	Plumber	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor	Peter	Jensen	Retired	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor	Peter	Hall	Plumber	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor	Phil	Kelly	Plumber	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor	Michael	Tomlinson	Plumber	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor	Peter	Lord	Plumber	15/306 Albert Street, Brunswick, Vic, 3056
National Councillor	Vacant			
National Councillor	Vacant			
National Councillor	Vacant			
National Councillor	Vacant			
National Councillor	Vacant			
National Councillor	Vacant			



6 August 2018

Mr Peter Daly
Secretary
Master Plumbers' and Mechanical Services Association of Australia
15/306 Albert Street,
Brunswick, Vic, 3056
info@plumber.com.au

Dear Mr Daly,

Notification of changes made to records [AR2018/12]

I acknowledge receipt of a Notification of Change to the office holders of the Master Plumbers' and Mechanical Services Association of Australia.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
24/07/2018	N/A	Non-Voting Executive Board Member	Yes

Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

Officer Induction Kit

The ROC has created an [Officer Induction Kit](#) to assist new officers. The Kit includes a number of resources that will help an officer to understand their general duties as an officer and their specific duties as an officer in your organisation. It also includes tools to guide an officer's understanding of compliance dates and other reporting obligations.

The kit should not be printed as it is updated regularly and some of the documents are interactive. The ROC strongly recommends that all new officers, and officers who are seeking more information on their obligations and duties, are given the link to the officer induction kit. Please

direct your new officers to the kit which is on the ROC's [fact sheets, templates and webinars page](#), under Officers.

Mandatory disclosures

Please ensure that all new holders of office are advised of their obligations to make disclosures regarding remuneration, non-cash benefits and material personal interests. Details are contained in the RO Act and are summarised in the ROC's [Disclosures Fact Sheet](#).

Mandatory training

Please also note that Section 293K of the RO Act requires each officer with duties that relate to the financial management to undertake approved training that covers the duties within 6 months after the person begins to hold office. Please ensure that relevant officers are advised of the requirement to undertake approved training. Please also ensure that they undertake the training within the required timeframe.

Thank you for your correspondence.

Yours faithfully,

Christine Hibberd
Registered Organisations Commission

NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009*

I, Peter Daly, being the Secretary of the Master Plumbers and mechanical Services Association of Australia, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to 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 *Fair Work (Registered Organisations) Act 2009*:
 - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:



Dated: 24 July 2018

[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to regorgs@roc.gov.au.]

ANNEXURE A**THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE**

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
	23.7.2018	Non-Voting Executive Board Member	Nil	Kenneth Gardner	c/- Master Plumbers, 15/306 Albert Street Brunswick, Vic 3056	Consultant
...						



23 April 2018

Mr Peter Daly
Secretary
Master Plumbers' and Mechanical Services Association of Australia
C/- MPMSAA
Unit 15 306 Albert Street
Brunswick VIC 3056

Dear Mr Daly,

Notification of changes made to records [AR2018/12]

I acknowledge receipt of a Notification of Change to the office holders of the Master Plumbers' and Mechanical Services Association of Australia.

This information was lodged with the Registered Organisations Commission (the ROC) pursuant to the notification requirements in section 233(2) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The table below outlines the changes notified and when they were lodged. Our records have been updated accordingly. The document can be viewed on the Website through the [list of Registered Organisations](#).

Date of lodgement	Branch	Change	Within prescribed period (Yes/No). If No, how many days late
23/03/2018	N/A	New Secretary, Treasurer and Executive Board Member	Yes

Time frames

Regulation 151 of the *Fair Work (Registered Organisations) Regulations 2009* prescribes that a notification of change pursuant to section 233(2) of the RO Act must be lodged within 35 days of the change occurring. I note that this is a civil penalty provision and non-compliance may leave your organisation open to Federal Court proceedings.

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Thank you for your correspondence.

Yours faithfully,

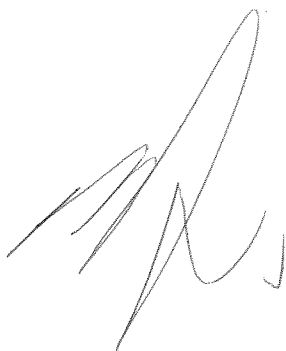
Christine Hibberd
Registered Organisations Commission

NOTIFICATION OF CHANGES TO RECORDS (Changes to Records in the Annual Return) required to be kept in accordance with section 230 *Fair Work (Registered Organisations) Act 2009* and regulation 147 *Fair Work (Registered Organisations) Regulations 2009*

I, Peter Daly, being the Secretary of the Master Plumbers and mechanical Services Association of Australia, declare the following:

1. I am authorised to make this declaration.
2. The following is a correct statement of the changes made to 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 *Fair Work (Registered Organisations) Act 2009*:
 - A list of changes to offices and the names, postal addresses and occupations of persons holding those offices is attached to this declaration at Annexure A and forms part of this declaration.

Signed:

A handwritten signature in black ink, appearing to be 'Peter Daly', written over a light blue horizontal line.

Dated: 23 March 2018

[PLEASE NOTE: This declaration must be submitted to the Registered Organisations Commission within 35 days of the change. It can be submitted to regorgs@roc.gov.au.]

ANNEXURE A**THIS IS A PUBLIC DOCUMENT THAT WILL BE PUBLISHED ON THE WEBSITE**

- Changes to Offices and Office Holders in the Organisation and its Branches [*insert as many pages as required*]:

Please note the 35 days begins at the earliest event (for instance when the officer retires) and an organisation may need to notify the events separately if the appointment or election process will take longer than 35 days.

Branch	Date of Change	Name of Office that has changed	Name of <u>Outgoing</u> Office Holder	Name of <u>New</u> Office Holder	Postal Address of <u>New</u> Office Holder	Occupation of <u>New</u> Office Holder
	22.3.2018	Secretary	Kenneth Gardner	Peter Daly	c/- Master Plumbers, 15/306 Albert Street Brunswick, Vic 3056	CEO
	22.3.2018	Treasurer	Adrian Murphy	Grant Donald	c/- Master Plumbers, 15/306 Albert Street Brunswick, Vic 3056	Plumber
	22.3.2018	Executive Board Member	Adrian Murphy	Michael Tomlinson	c/- Master Plumbers, 15/306 Albert Street Brunswick, Vic 3056	Plumber
...						



31 January 2018

Mr Ken Gardner
Secretary
Master Plumbers' and Mechanical Services Association of Australia

sent via email: ken.gardner@mpmsaa.org.au

Dear Mr Gardner,

Declaration and information lodged under subsection 233(1) [Annual Return] for 2018 [AR2018/12]

I acknowledge receipt by the Registered Organisations Commission (the ROC) on 10 January 2018 of your organisation's Annual Return which provides information under subsection 233(1) of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).

The documents lodged cover the required information for the 2018 Annual Return of the Master Plumbers' and Mechanical Services Association of Australia.

The Annual Return has been filed. Annual returns are publicly available on the website through [the List of Registered Organisations](#).

Notifications of Change

Any changes to these records must be notified to the ROC within 35 days of the change. A template Notification of Change Declaration is available on the [fact-sheets](#) page of our website. Master Plumbers' and Mechanical Services Association of Australia is encouraged to use this template if any changes occur.

Yours faithfully

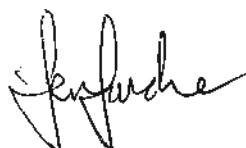
Sam Gallichio
Registered Organisations Commission

ANNUAL RETURN OF INFORMATION

(organisation with no branches) in accordance with Regulation 147 *Fair Work (Registered Organisations) Regulations 2009* and Sections 230 and 233 *Fair Work (Registered Organisations) Act 2009*

I, Ken Gardner being the Secretary of the Master Plumbers and Mechanical Services Association, 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 Unit 15, 306 Albert Street, Brunswick, Victoria, 3056
 - The organisation has no branches and no branches have ceased or commenced in the previous 12 months
 - On 31 December in the previous year the number of members was 853
 - 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 of 2018
 - National Council – election of half of members (10 positions)
 - Executive Board – election of half of members (4)
 - President (1)
 - Vice Presidents (2)
 - Treasurer (1)
 - The organisation has not entered into an agreement under s.151(1) of the Act with a state union.



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Ken Gardner
Secretary
Dated 9 January 2018

Master Plumbers and Mechanical Services Association of Australia

Executive Board COMMITTEE

Position	First Name	Last Name	Title	Address
President	Scott	Dowsett	Director	15/306 Albert Street, Brunswick, Vic, 3056
Vice President	Norman	Anderson	Director	15/306 Albert Street, Brunswick, Vic, 3056
Vice President	Kevin	Shinners	Director	15/306 Albert Street, Brunswick, Vic, 3056
Honorary Treasurer	Adrian	Murphy	Director	15/306 Albert Street, Brunswick, Vic, 3056
Secretary	Ken	Gardner	Executive Director	15/306 Albert Street, Brunswick, Vic, 3056
Executive Board Member	Grant	Donald	Director	15/306 Albert Street, Brunswick, Vic, 3056
Executive Board Member	Daniel	Smolenaars	Director	15/306 Albert Street, Brunswick, Vic, 3056
Executive Board Member	Robt	Hansen	Director	15/306 Albert Street, Brunswick, Vic, 3056
Executive Board Member	Greg	Tink	Director	15/306 Albert Street, Brunswick, Vic, 3056

Total Records 9