



7 October 2016

Mr Suresh Manickam
Chapter Secretary
National Electrical Contractors Association – Tasmanian Chapter
19 Brisbane Street
HOBART TAS 7000

via email: necatas@neca.asn.au

Dear Mr Manickam

National Electrical Contractors Association Tasmanian Chapter Financial Report for the year ended 30 June 2016 - [FR2016/281]

I acknowledge receipt of the financial report for the year ended 30 June 2016 for the National Electrical Contractors Association Tasmanian Chapter (**the reporting unit**). The financial report was lodged with the Fair Work Commission (**FWC**) on 29 September 2016.

The financial report has now been filed.

The financial report was filed based on a primary review. This involved confirming that the financial reporting timelines required under s.253, s.265, s.266 and s.268 of the *Fair Work (Registered Organisations) Act 2009 (RO Act)* have been satisfied, all documents required under s.268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and reporting guidelines have been complied with. A primary review does not examine all disclosure requirements.

Please note that the financial report for the year ending 30 June 2017 may be subject to an advanced compliance review.

I make the following comments to assist you when you next prepare a financial report. You are not required to take any further action in respect of the report lodged. The FWC will confirm these concerns have been addressed prior to filing next year's report.

Timescale requirements

As you are aware, an organisation is required under the RO Act to undertake certain steps in accordance with specified timelines. Information about these timeline requirements can be found on the FWC website. In particular, I draw your attention to the fact sheet titled *financial reporting process* which explains the timeline requirements, and the fact sheet titled *summary of financial reporting timelines* which sets out the timeline requirements in diagrammatical form.

I note that the following timescale requirement was not met:

Reports must be provided to Members at least 21 days before the General Meeting of Members

The Designated Officer's Certificate states that the financial report was provided to members on 13 September 2016, and presented to a General Meeting of members on 21 September 2016. Under section 265(5)(a) of the RO Act, where the report is presented to a General Meeting of members, the report must be provided to members at least 21 days before that meeting.

If these dates are correct, the reporting unit only provided members the financial report 8 days before the General Meeting.

Please note that subsection 265(5) is a civil penalty provision and future failure to meet this timelines may result in an inquiry into the organisation and the General Manager of the FWC may apply under s.310(1) of the RO Act to the Federal Court of Australia for a pecuniary penalty order to be imposed on your organisation and, potentially, an officer whose conduct led to the non-compliance.

Reporting Requirements

On the FWC website a number of factsheets in relation to the financial reporting process and associated timelines are available. The most recent copy of the Reporting Guidelines and a model set of financial statements can also be found. The FWC recommends reporting units use this model as it will assist in ensuring compliance with the RO Act, the s.253 Reporting Guidelines and the Australian Accounting Standards. Access to this information may be obtained via [this link](#).

Should you wish to discuss the matters raised in this letter, or if you require further information on the financial reporting requirements of the Act, I may be contacted on (03) 8656 4681 or by email at joanne.fenwick@fwc.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Joanne Fenwick', with a long horizontal flourish extending to the right.

Joanne Fenwick
Financial Reporting Specialist
Regulatory Compliance Branch

National Electrical and Communications Association Tasmania Chapter

Financial Report

For the Year Ended 30 June 2016

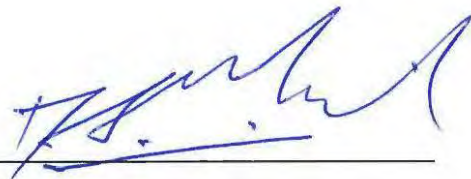
CERTIFICATE BY PRESCRIBED DESIGNATED OFFICER

Certificate for the period ended 30 June 2016

I, Suresh Manickam, being the Secretary of the National Electrical Contractors Association – Tasmania Chapter certify:

- that the documents lodged herewith are copies of the full report for the National Electrical Contractors Association – Tasmania Chapter for the period ended 30 June 2016 referred to in s.268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the full report was provided to members of the reporting unit on 13/09/16 and
- that the full report was presented to a general meeting of members of the reporting unit on 21/09/16 in accordance with s.266 of the *Fair Work (Registered Organisations) Act 2009*.

Signature of prescribed designated officer: _____



Name of prescribed designated officer: Suresh Manickam

Title of prescribed designated officer: Chapter Secretary

Dated: _____

29/9/16

National Electrical and Communications Association Tasmania Chapter

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National Electrical and Communications Association Tasmania Chapter

Operating Report

30 June 2016

1. General information

I, Andrew Farr, being the designated officer responsible for preparing this financial report for the financial year ended 30 June 2016 of the National Electrical and Communications Association Tasmania Chapter, report as follows:

Principal activities

The principal activity of National Electrical and Communications Association Tasmania Chapter during the financial year was the provision of advice, service and representation of members in relation to workplace relations, health and safety, training, apprentices, and legal and contractual negotiations. In the reporting period each of those activities were maintained and expanded.

Significant changes in principal activities

No significant changes in the Chapter's principal activities during the financial year.

Significant changes in financial affairs

No significant changes in the Chapter's financial affairs during the financial year.

Council members

The names of the Council members of the Chapter throughout the financial year and at the date of the report are:

Anthony Damen	President
Dion Frame	Vice President
Andrew Farr	Treasurer
Jim Heerey	Councillor
Martin Jackson	Councillor
Leigh Davies	Councillor
Wayne Hobson	Councillor

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

(a) Number of employees

As at 30 June 2016, National Electrical and Communications Association Tasmania Chapter maintains employment of NIL employees in total (2015:NIL).

Superannuation Trustees

No officer or employee of the reporting unit holds a position as a trustee or director of a superannuation entity or exempt public superannuation fund scheme, where the criteria for holding such a position is that they are and officer or member of the reporting unit.

National Electrical and Communications Association Tasmania Chapter

Operating Report

30 June 2016

(b) Number of Members

As at 30 June 2016, National Electrical and Communications Association Tasmania Chapter, has 55 members (2015: 56) .

(c). Members Advice

- i. Under Section 174 of *Fair Work (Registered Organisations) Act 2009*, a member may resign from membership with written notice addressed and delivered to the Chapter President; and
- ii. The register of members of the reporting unit was maintained in accordance with the *Fair Work (Registered Organisations) Act 2009*.

(d). Operating Results and Review of Operations for the Year

The surplus/(deficit) from ordinary activities for the year amounted to \$ (24,807). (2015 (8,071)). There have been no significant changes in the nature of ordinary activities during the 2016 financial year.

Signed in accordance with a resolution of the Members of the Chapter Council:

President: 

Treasurer: 

Dated this 23rd day of AUGUST 2016.

National Electrical and Communications Association Tasmania Chapter

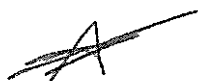
Chapter Council Statement

On 23/8/2016 the Chapter Council of National Electrical and Communications Association Australia Tasmania Chapter passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the period ended 30 June 2016.

The Chapter Council declares in relation to the GPFR that in its opinion:

1. The financial statements and notes comply with the Australian Accounting Standards;
2. The financial statements and notes comply with the reporting guidelines of the General Manager of Fair Work Commission;
3. 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;
4. 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.
5. During the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the Chapter Council were held in accordance with the rules of the organisation including the rules of a Chapter 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 Chapter concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the Fair Work (Registered Organisations) Regulations 2009; 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 the General Manager of Fair Work Commission duly made under section 272 of the Fair Work (Registered Organisations) Act 2009 has been furnished to the member or General Manager; and
 - (vi) no orders have been made by Fair Work Commission under section 273 of the Fair Work (Registered Organisations) Act 2009 during the period.
6. There was no recovery of wages activity for the financial year.

Signed in accordance with a resolution of the Members of the Chapter Council:



.....
Anthony Damen
Chapter Council President



.....
Andrew Farr
Chapter Council Treasurer

Dated this 23 day of August 2016.

National Electrical and Communications Association Tasmania Chapter

Statement of Comprehensive Income

For the Year Ended 30 June 2016

	Note	2016 \$	2015 \$
Income			
Membership subscriptions		45,396	57,445
Capitation fees and levies	2(a)	-	-
Grants and donations	2(b)	-	-
Interest income		-	994
Other income		46,496	39,725
Levies		-	-
Recovery of wages from employers		-	-
Sponsorship		42,332	72,695
Total income		134,224	170,859
Less: Expenses			
Accounting fees		22,431	21,918
Administration and management fees		105,663	112,845
Auditors remuneration		4,140	4,075
Advertising		613	8,426
Affiliation Fees, Capitation Fees, and Levies	3(a)	13,797	11,416
Bad debts		182	840
Bank charges		685	1,007
Employee expenses	3(b)	-	-
Grants and donations	3(c)	3,000	5,000
Expenses payable to associates		-	-
Insurance		273	249
Other administrative expenses	3(d)	2,073	3,826
Postage		57	627
Printing and stationery		1,095	523
Sundry expenses		3,423	(1,266)
Subscriptions		115	-
Telephone and fax		630	1,241
Travel - domestic		855	4,141
Training (council members)		-	4,062
Total Expenses		159,032	178,930
Net surplus/(deficit) for the year		(24,808)	(8,071)
Other comprehensive income		-	-
Total comprehensive income		(24,808)	(8,071)

The accompanying notes form part of these financial statements.

National Electrical and Communications Association Tasmania Chapter

Statement of Financial Position

As At 30 June 2016

	Note	2016 \$	2015 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	4	44,939	96,463
Trade and other receivables	5	9,836	664
Other assets	6	5,200	5,660
TOTAL CURRENT ASSETS		<u>59,975</u>	<u>102,787</u>
NON-CURRENT ASSETS			
		-	-
TOTAL ASSETS		<u>59,975</u>	<u>102,787</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	7	7,182	16,491
Provision for employee benefits	8	-	-
Deferred income		23,091	31,786
TOTAL CURRENT LIABILITIES		<u>30,273</u>	<u>48,277</u>
Provision for employee benefits	8	-	-
TOTAL LIABILITIES		<u>30,273</u>	<u>48,277</u>
NET ASSETS		<u>29,702</u>	<u>54,510</u>
EQUITY			
Accumulated Surpluses		<u>29,702</u>	<u>54,510</u>
TOTAL EQUITY		<u>29,702</u>	<u>54,510</u>

The accompanying notes form part of these financial statements.

National Electrical and Communications Association Tasmania Chapter

Statement of Changes in Equity

For the Year Ended 30 June 2016

2016

	Accumulated Surpluses	Total
	\$	\$
Balance at 1 July 2015	54,510	54,510
Net surplus/(deficit) for the year	(24,808)	(24,808)
Balance at 30 June 2016	<u>29,702</u>	<u>29,702</u>

2015

	Accumulated Surpluses	Total
	\$	\$
Balance at 1 July 2014	62,581	62,581
Net surplus/(deficit) for the year	(8,071)	(8,071)
Balance at 30 June 2015	<u>54,510</u>	<u>54,510</u>

The accompanying notes form part of these financial statements.

National Electrical and Communications Association Tasmania Chapter

Statement of Cash Flows

For the Year Ended 30 June 2016

	2016	2015
Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts to customers	120,723	228,089
Receipts from other reporting units	9(b) -	400
Payments to suppliers and employees	(136,225)	(145,766)
Payments to other reporting units	9(b) (36,505)	(59,820)
Interest received	483	994
Net cash provided by/(used in) operating activities	9 <u>(51,524)</u>	<u>23,897</u>
Net increase/(decrease) in cash and cash equivalents held	(51,524)	23,897
Cash and cash equivalents at beginning of year	<u>96,463</u>	<u>72,566</u>
Cash and cash equivalents at end of financial year	4 <u><u>44,939</u></u>	<u><u>96,463</u></u>

The accompanying notes form part of these financial statements.

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies

This financial report covers National Electrical and Communications Association Tasmania Chapter as an individual entity, incorporated and domiciled in Australia. National Electrical and Communications Association Tasmania Chapter is a registered employee organisation under the Fair Work (Registered Organisations) Act 2009.

(a) Basis of Preparation

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) of the Australian Accounting Standards Board and the Fair Work (Registered Organisations) Act 2009. The entity is a not for profit entity for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of this financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented have been rounded to the nearest dollar.

(b) Comparative Figures

Where appropriate, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

(c) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities in the statement of financial position.

(d) Critical Accounting Estimates and Judgments

The Chapter Council evaluates estimates and judgements incorporated into the Financial Statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and based on current trends and economic data, obtained both externally and within the reporting unit.

National Electrical and Communications Association Tasmania Chapter assesses impairment at the end of each reporting period by evaluating conditions specific to Chapter that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value-in-use calculations which incorporate various key assumptions.

The entity does not control any other reporting units (subsidiaries). Control is achieved where a reporting unit is exposed or has rights to variable returns from its involvement with an investee and has the ability to affect those returns through its power over the reporting unit.

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies continued

(e) Going concern

Entity has not received or provided any going concern support. The Chapter does not have any going concern agreements in place with any other entity.

(f) Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the Chapter becomes a party to the contractual provisions of the instrument. For financial assets, this is the equivalent to the date that the Chapter's commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transactions costs, except where the instrument is classified 'at fair value through profit or loss' in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at either fair value, amortised cost using the effective interest rate method, or cost. *Fair value* represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties in an arm's length transaction. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition; less principal repayments and any reduction for impairment and adjusted for any cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the *effective interest method*.

The *effective interest method* is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

Chapter does not designate any interests in subsidiaries, associates or joint venture entities as being subject to the requirements of accounting standards specifically applicable to financial instruments.

(i) Financial assets at fair value through profit or loss

Financial assets are classified at 'fair value through profit or loss' when they are either held for trading for the purpose of short-term profit taking, derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies continued

(f) Financial Instruments continued

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is Chapter's intention to hold these investments to maturity. They are subsequently measured at amortised cost.

(iv) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

Available-for-sale financial assets are included in non-current assets, except for those which are expected to be disposed of within 12 months after the end of the reporting period, which will be classified as current assets.

(v) Financial liabilities

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Fees payable on the establishment of loan facilities are recognised as transaction costs of the loan.

Impairment

At the end of each reporting period, Chapter assess whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the statement of comprehensive income .

(g) Provisions

Provisions are recognised when Chapter has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

(h) Revenue and Other Income

Sponsorship revenue is recognised when the service obligation has commenced pertaining to the particulars of each agreement.

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies continued

(h) Revenue and Other Income continued

Subscription income is recognised in the period to which the subscriptions relate.

Grant and donation income is recognised when the Chapter obtains control over the funds which is generally at the time of receipt.

Interest revenue is recognised over the period for which the funds are invested.

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

(i) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

Cash flows are presented on a gross basis. The GST components of cash flows resulting from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(j) Income Tax

No provision for income tax has been raised as the Chapter's is exempt from income tax under Div 50 of the *Income Tax Assessment Act 1997*.

(k) Notes to be Provided to Members or the General Manager of The Fair Work Commission

(i) A member of a reporting unit, or the General Manager of the Fair Work Commission, 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.

(ii) The application must be in writing and must specify the period within which, and the manner in which, information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.

(iii) A reporting unit must comply with an application made under subsection (1).

(l) Transaction Occurrence

Any transactions required to be specifically disclosed under the *Fair Work (Registered Organisations) Act 2009* that have not been disclosed in this financial report have not occurred during the financial year.

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies continued

(m) Adoption of new and revised accounting standards

During the current year, standards which became mandatory had no significant impact on the financial report of Chapter.

(n) New accounting standards for application in future periods

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. Chapter has decided against early adoption of these standards. The following table summarises those future requirements, and their impact on National Electrical and Communications Association Tasmania Chapter:

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies continued

(n) New accounting standards for application in future periods continued

Standard Name	Effective Date for entity	Requirements	Impact
AASB 9 Financial Instruments	1 January 2018	Changes to the classification and measurement requirements for financial assets and financial liabilities New rules relating to derecognition of financial instruments.	The impact of this standard is expected to be minimal.
AASB 2015-2 amendments to AASB 101 arising from presentation of financial statements	1 January 2016	Entities will be able to use the amendments to streamline or simplify disclosures in the financial statements. The amendments clarify that specific disclosures need not be made if the financial information resulting from the disclosure is not material, even if an Australian Accounting Standard states that the disclosure is a minimum requirement. Only significant accounting policies are required to be disclosed. There is flexibility as to the order in which notes are presented.	The impact of this standard is expected to be minimal.
AASB 2015-6 amendments to AASB 10, AASB 124 and AASB 1049 arising from not-for-profit public sector entities – extending related party disclosures	1 July 2016	Affected entities will be required to disclose the information in AASB 124 Related party disclosures, including key management personnel remuneration. Implementation guidance is included to assist with application.	The impact of this standard is expected to be minimal.

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

1 Summary of Significant Accounting Policies continued

(n) New accounting standards for application in future periods continued

AASB 2015-7 amendments to AASB 13 arising from not-for-profit public sector entities fair value measurement disclosures	1 July 2016	Affected entities are relieved from certain fair value measurement disclosures for property, plant and equipment that are held primarily for their current service potential rather than to generate future net cash inflows.	The impact of this standard is expected to be minimal.
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2 Revenue

(a) Capitation Fees and Levies

	2016 \$	2015 \$
Capitation fees received	-	-
Levies received	-	-
	<u>-</u>	<u>-</u>

(b) Grants and Donations

	2016 \$	2015 \$
Grants	-	-
Donations	-	-
	<u>-</u>	<u>-</u>

3 Expenses

(a) Affiliation Fees, Capitation Fees and Levies

	2016 \$	2015 \$
NECA capitation fees	13,797	11,416
Affiliation fees	-	-
Compulsory levies	-	-
	<u>13,797</u>	<u>11,416</u>

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

3 Expenses continued

(b) Employee Expenses

	2016	2015
	\$	\$
Holders of office		
Wages	-	-
Superannuation	-	-
Leave and other entitlements	-	-
Separation and redundancies	-	-
Other employee expenses	-	-
Employees other than office holders		
Wages	-	-
Superannuation	-	-
Leave and other entitlements	-	-
Separation and redundancies	-	-
Other employee expenses	-	-
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

(c) Grants and Donations

	2016	2015
	\$	\$
Grants		
Total paid that were \$1,000 or less	3,000	5,000
Total paid that were \$1,000 or more	-	-
Donations		
Total paid that were \$1,000 or less	-	-
Total paid that were \$1,000 or more	-	-
	<u>3,000</u>	<u>5,000</u>
	<u>3,000</u>	<u>5,000</u>

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

3 Expenses continued

(d) Other Administrative Expenses

	2016	2015
	\$	\$
Consideration to employers for payroll deductions	-	-
Penalties via the RO Act or RO Regulations	-	-
Fees/allowances meetings and conferences	-	-
Litigation fees	-	-
Meeting and conference expenses	-	3,826
Other legal fees	2,073	-
	<u>2,073</u>	<u>3,826</u>

4 Cash and Cash Equivalents

	2016	2015
	\$	\$
Cash at bank	44,939	96,463
	<u>44,939</u>	<u>96,463</u>

5 Trade and Other Receivables

	2016	2015
	\$	\$
Receivables from other reporting units	-	-
Trade receivables	9,836	664
less provisions for doubtful debts	-	-
less provisions for doubtful debts - other reporting units	-	-
	<u>9,836</u>	<u>664</u>

6 Other Assets

	2016	2015
	\$	\$
Prepayments	5,200	4,550
Accrued income	-	1,110
	<u>5,200</u>	<u>5,660</u>

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

7 Trade and Other Payables

	2016	2015
	\$	\$
Trade payables - other reporting units	-	5,787
Trade payables - legal	-	-
Trade payables - litigation	-	-
Trade payables - employers for deductions	-	-
Trade payables	3,709	5,362
Sundry payables and accrued expenses	4,140	4,000
GST payable	(667)	1,342
	<u>7,182</u>	<u>16,491</u>

All amounts are short term and the carrying values are considered to be a reasonable approximation of fair value.

8 Provision for employee benefits

	2016	2015
	\$	\$
CURRENT		
Annual leave - employees	-	-
Annual leave - officers	-	-
Long Service - employees	-	-
Long Service - officers	-	-
Separation and redundancies - employees	-	-
Separation and redundancies - officers	-	-
Other employee provisions - employees	-	-
Other employee provisions - officers	-	-
	<u>-</u>	<u>-</u>
NON-CURRENT		
Long service leave - employees	-	-
Long service leave - officers	-	-
	<u>-</u>	<u>-</u>

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

9 Cash Flow Information

(a) Reconciliation of Cash Flow from Operations with Surplus/(Deficit)

	2016	2015
	\$	\$
Surplus/(deficit) for the year	(24,806)	(8,071)
Non-cash flows in surplus/(deficit)		
Changes in assets and liabilities		
- (Increase)/decrease in trade and other receivables	(9,173)	40,608
- (Increase)/decrease in prepayments	459	1,022
- Increase/(decrease) in trade and other payables	(18,004)	(9,662)
	<u>(51,524)</u>	<u>23,897</u>

(b) Cash Flows with Other Reporting Units

	2016	2015
	\$	\$
Cash Inflows		
370 Degrees	-	73
NECA National Office	-	327
	<u>-</u>	<u>400</u>
Cash Outflows		
370 Degrees	-	(22,815)
NECA National Office	(30,357)	(25,750)
NECA VIC Chapter	-	(4,062)
NECA NSW Chapter	(2,694)	(2,193)
NECA QLD Chapter	(3,454)	(5,000)
	<u>(36,505)</u>	<u>(59,820)</u>

(c) Reconciliation of cash

	2016	2015
	\$	\$
Cash at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:		
Cash and cash equivalents	<u>44,939</u>	<u>96,463</u>

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

10 Financial Instruments

Financial Risk Management

Chapter's financial instruments consist mainly of deposits with banks, short-term investments, accounts receivable and payable.

The totals for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows:

		2016	2015
		\$	\$
Financial Assets			
Cash and cash equivalents	4	44,939	96,463
Financial assets at fair value through profit or loss			
Trade and other receivables	5	9,836	664
Total financial assets		<u>54,775</u>	<u>97,127</u>
Financial Liabilities			
Financial liabilities at amortised cost			
- Trade and other payables	7	7,182	16,491
Total financial liabilities		<u>7,182</u>	<u>16,491</u>

Financial Risk Exposures and Management

The main risks National Electrical and Communications Association Tasmania Chapter is exposed to through its financial instruments are credit risk, liquidity risk, interest rate risk, foreign currency risk and price risk.

(a) Interest rate risk

The reporting unit does not have any material interest rate risk. Any risk arising is managed with a mixture of fixed and floating rate investment.

(b) Credit risk

National Electrical and Communications Association Australia Tasmania Chapter does not have any material credit risk exposure to any single receivable or group of receivables under financial instruments entered into by the reporting unit.

(c) Foreign Currency Risk

The reporting unit does not have any exposure to fluctuations in foreign currencies.

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

10 Financial Instruments continued

(d) Liquidity risk

National Electrical and Communications Association Australia Tasmania Chapter manages liquidity risk by monitoring forecast cash flows and ensuring that adequate cash reserves are maintained.

(e) Price risk

National Electrical and Communications Association Australia Tasmania Chapter is not exposed to any material commodity price risk.

Sensitivity Analysis

National Electrical and Communications Association Australia Tasmania Chapter has performed an assessment of its exposure to interest rate risk, liquidity risk and credit risk at balance date. National Electrical and Communications Association Australia Tasmania Chapter is not currently subject to any interest rate risk on its financial liabilities, and has assessed that there is also no exposure to liquidity risk to meet its financial obligations. National Electrical and Communications Association Australia Tasmania Chapter's exposure to credit risk has been assessed as not material, due to the nature, collectability and recoverability of the amounts owed.

As a result of the risk assessment performed by the National Electrical and Communications Association Australia Tasmania Chapter, any positive or negative changes in the interest rate risk, liquidity risk or credit risk would not have a material effect on the financial statements. Hence quantitative disclosures are not required.

11 Other Specific disclosures - funds

Compulsory levy/voluntary contribution fund

	2016	2015
	\$	\$
Compulsory levy/voluntary contribution fund	-	-
	<u>-</u>	<u>-</u>

Other fund(s) required by rules

	2016	2015
	\$	\$
Balance as at start of year	-	-
Transferred to reserve	-	-
Transferred out of reserve	-	-
Balance as at end of year	<u>-</u>	<u>-</u>

There have been no fund or account operated in respect of compulsory levies or voluntary contributions.

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

12 Key Management Personnel Disclosures

The totals of remuneration paid to the key management personnel of National Electrical and Communications Association Tasmania Chapter during the year are as follows:

	2016	2015
30 June 2016	\$	\$
Short-term benefits	-	-
Long-term benefits	-	-
Post-employment benefits	-	-
Termination benefits	-	-
Share-based payments	-	-
	<u>-</u>	<u>-</u>

13 Related Party Transactions

Name	Membership Subscriptions	Outstanding at 30 June 2016
	\$	\$
Anthony Damen	\$660	-
Dion Frame	\$2,640	-
Andrew Farr	\$,1056	-
Jim Heerey	\$792	-
Martin Jackson	\$990	-
Leigh Davies	\$858	-
Wayne Hobson	\$1,320	-

There have been no related party transactions for the financial year outside those disclosed above and in notes 5, 7, 9(b) and 12. Where transactions between related parties do occur these are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

14 Auditors' Remuneration

	2016	2015
	\$	\$
Remuneration of the auditor Crowe Horwath Tasmania for:		
- Auditing or reviewing the financial report	4,140	4,060
- other services	-	-
	<u>-</u>	<u>-</u>

National Electrical and Communications Association Tasmania Chapter

Notes to the Financial Statements

For the Year Ended 30 June 2016

15 Section 272 Fair Work (Registered Organisations) Act 2009

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of subsections (1) to (3) of section 272, which reads as follows:

Information to be provided to members or General Manager:

1. A member of a reporting unit, or the General Manager, 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).

16 Capital and Leasing Commitments

There are no capital or leasing commitments as at reporting date.

17 Contingent Liabilities and Contingent Assets

There are no contingent liabilities or contingent assets as at reporting date to be disclosed.

18 Events After the End of the Reporting Period

There are no events after the Statement of Financial Position date to be disclosed.

19 Operating Segments

The Chapter operates predominantly in one business and geographical segment being servicing the needs of electrical and communication workers and to represent their interests in industrial matters.

20 Company Details

The registered office of the union is:

National Electrical and Communications Association Tasmania Chapter
Level 1 6 Bayfield Street
Rosny Park TAS 7018

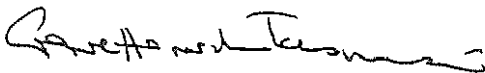
National Electrical and Communications Association Tasmania Chapter

Auditors Independence Declaration

For the Year Ended 30 June 2016

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2016 there have been:

- (i) no contraventions of the auditor independence requirements as set out in the Accounting Professional Ethical Standards in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.


Crowe Horwath Tasmania



Alison Flakemore
Audit Partner

Dated this 5th day of August, 2016.

Hobart, Tasmania.

National Electrical and Communications Association Tasmania Chapter

**Independent Audit Report to the members of National Electrical and Communications Association
Tasmania Chapter**

Report on the Financial Report

We have audited the accompanying financial report of National Electrical and Communications Association Tasmania Chapter, which comprises the statement of financial position as at 30 June 2015, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Chapter Council Statement.

Chapter Council's Responsibility for the Financial Report

The Council of the Chapter's are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the *Fair Work (Registered Organisations) Act 2009* and for such internal control as the Council determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Chapter's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Chapter's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of Accounting Professional Ethical Standards.

National Electrical and Communications Association Tasmania Chapter

Independent Audit Report to the members of National Electrical and Communications Association
Tasmania Chapter

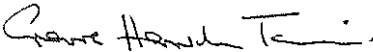
Auditor's Opinion

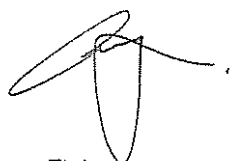
In our opinion the financial report of National Electrical and Communications Association Tasmania Chapter is in accordance with the *Fair Work (Registered Organisations) Act 2009*, including;

- i. Giving a true and fair view of the Chapter's financial position as at 30 June 2016 and its performance ended on that date; and
- ii. Complying with Australian Accounting Standards.

Emphasis of Matter - Going Concern

We have assessed that management's use of the going concern basis of accounting in the preparation of the Chapter's financial report appears appropriate.


Crowe Horwath Tasmania



Alison Flakemore
Audit Partner

Auditor Qualifications

Bachelor of Commerce with Honours
Registered Company Auditor No. 241220
Institute of Chartered Accountants Australia Member No. 96387
Public Practice Certificate

Dated this 26th day of August 2016.

Hobart, Tasmania.



15 July 2016

Mr Suresh Manickam
Chapter Secretary
National Electrical Contractors Association-Tasmanian Chapter
By email: necatlas@neca.asn.au

Dear Mr Manickam,

**Re: Lodgement of Financial Report - [FR2016/281]
*Fair Work (Registered Organisations) Act 2009 (the RO Act)***

The financial year of the National Electrical Contractors Association-Tasmanian Chapter (the reporting unit) ended on 30 June 2016.

This is a courtesy letter to remind you of the obligation to prepare and lodge the financial report for the reporting unit by the due date under s.268 of the RO Act, that being within 14 days after the meeting referred to in s.266 of the RO Act.

Timelines

The RO Act sets out a particular chronological order in which financial documents and statements must be prepared, audited, provided to members and presented to a meeting. For your assistance, the attached *Timeline/Planner* summarises these requirements.

Fact sheets, guidance notes and model statements

Fact sheets and guidance notes in relation to financial reporting under the RO Act are provided on the Fair Work Commission website. This includes a model set of financial statements which have been developed by the FWC. It is not obligatory to use this model but it is a useful resource to ensure compliance with the RO Act, the Reporting Guidelines and the Australian Accounting Standards. The model statement, Reporting Guidelines and other resources can be accessed through our website under [Financial Reporting](#) in the Compliance and Governance section.

Loans, grants and donations: our focus this year

Also you are reminded of the obligation to prepare and lodge a statement showing the relevant particulars in relation to each loan, grant or donation of an amount exceeding \$1,000 for the reporting unit during its financial year. Section 237 requires this statement to be lodged with the FWC within 90 days of the end of the reporting unit's financial year, that is on or before 28 September 2016. A sample statement of loans, grants or donations is available at [sample documents](#).

Over the past year we have noted issues in organisations' financial reports relating to timelines and how loans, grants and donations are reported. We will be focusing closely on these areas this year. Please find attached below fact sheets relating to these requirements or alternatively visit our website for information regarding [financial reporting timelines](#) and [loans, grants and donations](#).

It is requested that the financial report and any Statement of Loans, Grant or Donations be lodged electronically by emailing orgs@fwc.gov.au.

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

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

Civil penalties may apply

It should be noted that s.268 is a civil penalty provision. Failure to lodge a financial report may result in legal proceedings being issued with the possibility of a pecuniary penalty (up to \$54,000 for a body corporate and \$10,800 for an individual per contravention) being imposed upon your organisation and/or an officer whose conduct led to the contravention.

Contact

Should you wish to seek any clarification in relation to the above, email orgs@fwc.gov.au.

Yours sincerely,

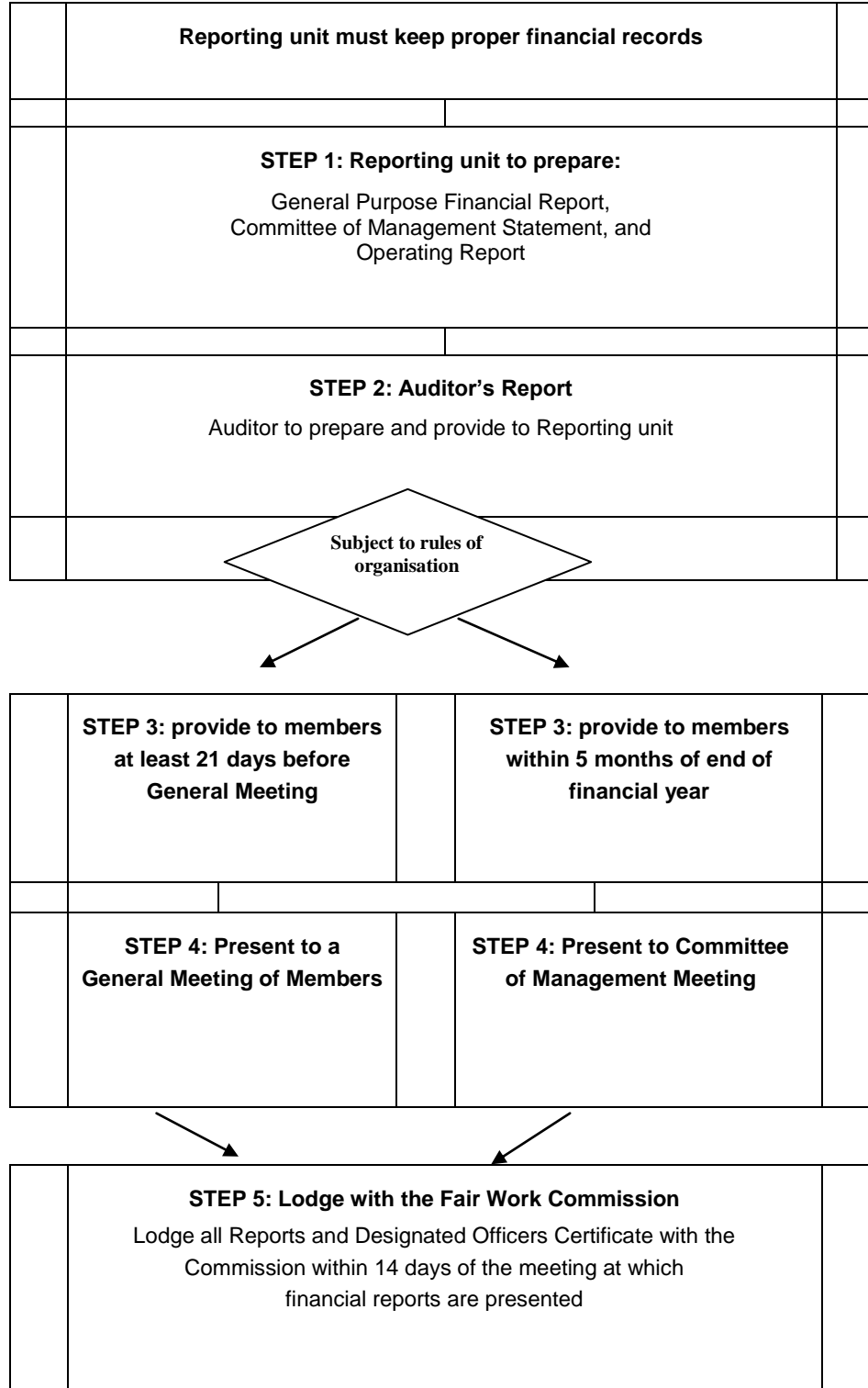


Anastasia Kyriakidis
Adviser
Regulatory Compliance Branch

Financial reporting timelines

Financial reports are to be lodged with the Fair Work Commission (the Commission) within 14 days of the meeting at which the financial reports have been presented, by completing the steps as outlined below.

See Fact sheet—Financial reporting for an explanation of each of these steps.



Fact Sheet - Loans, Grants & Donations

The Loans, Grants & Donations Requirements

The *Fair Work (Registered Organisations) Act 2009* (the RO Act) requires an organisation or branch to lodge a loans, grants and donations statement (the statement) within **90 days** of the ending of the financial year.

Under the General Manager's Reporting Guidelines, a reporting unit's General Purpose Financial Report (the financial report) must break down the amounts of grants and donations (see below). The figures in the financial report will be compared to the loans, grants and donations statement.

The Loans, Grants & Donations Statement

Section 237 of the RO Act applies to every loan, grant and donation made by an organisation or branch during the financial year that exceed \$1000. The following information must be supplied to the Commission for each relevant loan, grant or donation:

the amount,

the purpose,

the security (if it is a loan),

the name and address of the person to whom it was made,* and







the arrangements for repaying the loan.*

*The last two items are not required if the loan, grant or donation was made to relieve a member of the organisation (or their dependent) from severe financial hardship.

The statement must be lodged within 90 days of the end of the financial year and the Commission has a [Template Loans, Grants and Donations Statement](#) on its website. The Commission encourages branches and organisations to lodge the statement even if all of the figures are NIL.

Common misconceptions

Over the years, staff of the Commission have noted that there are some common misunderstandings made in relation to the Statement. They include:

Misconception	Requirement
 Only reporting units must lodge the Statement.	 All branches and organisations, regardless of whether they lodge a financial report, must lodge the statement within 90 days of the end of the financial year. An organisation cannot lodge a single statement to cover all of its branches.
 Employees can sign the Statement.	 The statement must be signed by an elected officer of the relevant branch.
 Statements can be lodged with the financial report.	 The deadline for the statement is much shorter (90 days) and if it is lodged with the financial report it is likely to be late.

Grants & Donations within the Financial Report

Item 16(e) of the [General Manager's Reporting Guidelines](#) requires the reporting unit to separate the line items relating to grants and donations into grants or donations that were \$1000 or less and those that exceeded \$1000.

As such, the note in the financial report relating to grants and donations will have four lines.

In the [Commission's Model Statements](#) the note appears as follows:

Note 4E: Grants or donations*

Grants:	2016	2015
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
Donations:		
Total paid that were \$1,000 or less	-	-
Total paid that exceeded \$1,000	-	-
Total grants or donations	-	-

Item 17 of the General Manager's Reporting Guidelines requires that these line items appear in the financial report even if the figures are NIL.

Implications for filing the Financial Report

During their review of the 2016 financial report staff of the Commission will confirm that the figures in the financial report match the disclosures made in the statement. Any inconsistencies in these figures will be raised with the organisation or branch for explanation and action.

This may involve lodging an amended loans, grants or donations statement. Any failure to lodge a loans, grants or donations statement or lodging a statement that is false or misleading can attract civil penalties under the RO Act.

If a reporting unit did not fully comply with these requirements in their 2015 financial report, its filing letter will have included a statement reminding the reporting unit of its obligations.

It is strongly recommended that all reporting units review their filing letters from the previous financial year to ensure any targeted concerns are addressed in their latest financial report. Failure to address these individual concerns may mean that a financial report cannot be filed.

Previous financial reports and filing letters are available from the [Commission's website](#).

Further information

If you have any further questions relating to the loan, grant and donation disclosure requirements in the statement or the financial report, please contact the Regulatory Compliance Branch on orgs@fwc.gov.au