



National office | **national electrical and communications association**
Level 3, 100 Dorcas Street South Melbourne 3205 Australia
telephone +61 3 9645 5566 facsimile +61 3 9645 5577
email necanat@neca.asn.au

31 March 2004

Industrial Registrar
Australian Industrial Registry
Level 35, Nauru House
80 Collins Street
MELBOURNE VIC 3000

Dear Sir

The National Electrical Contractors Association Annual Return of Information for Year 2004 – Ref: AR 2004/256

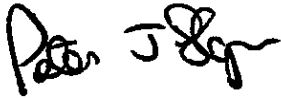
In accordance with S233(i) of the Registration and Accountability of Organisations Schedule (Schedule 1B to the Workplace Relations Act 1996), I, Peter James Glynn, herewith make the declaration certifying that:

- The register of members has, during the immediately preceding calendar year, been kept and maintained as required by the Schedule; and
- The following records, a copy of which is annexed is a correct statement of the information contained in those records.
 - i. A list of offices in the organisation and each branch of the organisation;
 - ii. A list of the names, postal addresses and occupations of the persons holding the offices:
 - Annexure 1 - National Office
 - Annexure 2 - NSW Chapter
 - Annexure 3 - VIC Chapter
 - Annexure 4 - ACT Chapter
 - Annexure 5 - WA Chapter
 - Annexure 6 - SA Chapter
 - Annexure 7 - QLD Chapter
 - Annexure 8 - TAS Chapter
 - Annexure 9 - NT Chapter
 - iii. A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January 2004 – Annexure 10

Ref: L040331-1
File:

iv. The number of members on 31 December 2003 was 3393.

Declared,

A handwritten signature in black ink, appearing to read "Peter J Glynn". The signature is written in a cursive style with a large initial "P" and a stylized "G".

PETER JAMES GLYNN
Secretary

ANNEXURE 3

THE NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION VICTORIAN CHAPTER OFFICE

Level 12, 222 Kingsway
South Melbourne 3205
Ph: 03 9645 5533
Fax: 03 9645 5544

Name, postal address and occupation of the person holding office:

PRESIDENT	Mr Neville Palmer Electrical Contractor National Councillor National Executive Member	Gordyn & Palmer Pty Ltd 46 Melverton Drive HALLAM VIC 3803
VICE PRESIDENT	Mr Wes McKnight Electrical Contractor National Councillor	WM McKnight & Sons Pty Ltd 18 Doveton Street North BALLARAT VIC 3350
TREASURER	Mr Ray Ford Electrical Contractor	Fordham Electrics P O Box 94 HEIDELBERG WEST VIC 3081
SECRETARY	Mr Philip Green	NECA VIC Chapter Level 12, 222 Kingsway SOUTH MELBOURNE VIC 3205
COUNCIL	Mr Norm Lancefield Electrical Contractor	Stork Electrical Pty Ltd Locked Bag 1200 PORT MELBOURNE VIC 3207
	Mr Andrew Lewis Electrical Contractor	Wilson & Lotton 11 Phoenix Street WARRAGUL VIC 3820
	Mr Denis O'Brien Electrical Contractor	Allen & O'Brien Pty Ltd 43 Market Road SUNSHINE VIC 3020
	Mr Trevor Cottrell Electrical Contractor	TM & CA Cottrell Pty Ltd Melbourne Road SHEPPARTON VIC 3630
	Mr David Peirce Electrical Contractor	ADJ Contracting Pty Ltd 37 De Havilland Road MORDIALLOC VIC 3195
	Mr Michael Graham Electrical Contractor	Automation and Control Electrics 14/26-30 Howleys Road NOTTINGHILL VIC 3168



ANNEXURE 10

THE NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION

The names of each office in respect of which an election is required:

1. National Council: Sixteen (16) comprising two (2) National Councillors elected by and from each Chapter committee;
National Executive: One (1) from each Chapter
Office Bearers: President, Vice President and Treasurer elected from the members of the Executive Committee
National Secretary:
2. Victoria Chapter
Council: Five (5) Councillors
Office Bearers: President, Vice President and Treasurer.
National Officials: Two (2) National Councillors, one of which shall also be the National Executive Member.
3. South Australia
Chapter Management
Committee: Three (3) members
Executive
Officers: President, Vice President, Treasurer and Secretary.
National Officials: Two (2) National Councillors, one of which shall also be the National Executive Member.
4. Australian Capital
Territory Chapter
Council: Six (6) members
Executive Office bearers and one member of the Council.
Office bearers: President, Vice President, Treasurer.
National Officials: Two (2) National Councillors, one of which shall also be the National Executive Member.
5. New South Wales
Executive: Four (4) members
Executive Offices: President, Vice President and Treasurer.
National Officials: Two (2) National Councillors, one of which shall also be the National Executive Member.
6. Tasmania Chapter
Council: Seven (7) members comprising one (1) councillor from each of the groups respectively as defined and four (4) councillors representing the membership of the Chapter as a whole.
Executive: President, Vice President and Treasurer.
National Officials: Two (2) National Councillors, one of which shall also be the National Executive Member.

ANNEXURE 10 (cont'd)

THE NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION

7. Northern Territory
Chapter Council: Six (6) members
Executive: Office bearers and one member of the Council.
Office Bearers: President, Vice President, Treasurer.
National Officials: Two (2) National Councillors, one of which shall also be the National Executive Member.

8. Western Australia
Chapter Council: Ten (10) members.
Executive: Four (4) members of Council and Office Bearers.
Office Bearers: President, Vice President, Treasurer.
National Officials: Two (2) National Councillors, one of which shall also be the National Executive Member.

9. Queensland Chapter
Council: Ten (10) members
Executive: Office Bearers and four (4) members of the Council.
Office Bearers: President, Vice President and Treasurer.
National Officials: Two (2) National Councillors, one of which shall also be the National Executive Member.

The reason for the election is that the term of office has expired.

All offices become vacant.

Date and time of commencement and expiration of nominations is outlined in the attachment to this letter.

The voting systems employed in the conduct of these elections are:

- Chapter Council - direct voting system
- Chapter Executive, Office Bearers and National Council, Executive and Office Bearers - collegiate system.

ANNEXURE 10 (cont'd)

THE NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION

CONDUCT OF ELECTIONS FOR OFFICE 2004 ELECTION TIMETABLE - REGULATION 61(1)(e)

Chapter committee Elections			Rule
Tuesday	15 June	Nominations invited	23(a)
Tuesday	29 June	Nominations close	
Tuesday	6 July	If ballot - issue ballot papers	23(g)(i)
Tuesday	20 July	Ballot closes	23(g)(iii)(a)
Chapter Office Bearers			
	July/August	1st chapter meeting after committee elections - Chapter Office Bearers - Chapter Executive - National Councillors	25(a)
National Office Bearers and Executive			
Tuesday	27 July	Nominations invited	18(a)
Tuesday	10 August	Nominations close	18(c)
Thursday	12 August	If ballot - issue ballot papers	18(f)
Thursday	2 September	Ballot closes	18(f)
Annual General Meetings			
National		11 November 2003	29
Victoria		14 September 2003	9
South Australia		13 September 2003	16
New South Wales		15 September 2003	14(a)
Australian Capital Territory		6 September 2003	9(a)
Tasmania		1 August 2003	9(a)
Northern Territory		15 September 2003	9(a)
Western Australia		14 September 2003	9(a)
Election of Secretaries			
National		2004	19
Victoria		2006	26(a)
South Australia		2007	26(a)
New South Wales		2005	26(a)
Australian Capital Territory		2005	26(a)
Tasmania		2007	26(a)
Northern Territory		2007	26(a)
Western Australia		2006	26(a)
Queensland		2007	