



AUSTRALIAN INDUSTRIAL REGISTRY

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7993
Fax: (03) 9654 6672

Ref: FR 2001/697

Dr. M. Donaldson
Secretary
National Tertiary Education Industry Union
New South Wales Division
Level 2
104 Commonwealth Street
SURRY HILLS NSW 2010

Dear Dr. Donaldson,

**Re: Application for certificate of exemption from requirements of Part IX, Division 11
of the Workplace Relations Act 1996**

I refer to your application dated 16 September 2002 for a certificate of exemption under subsection 271A(1) of the *Workplace Relations Act 1996* ('the Act'), in respect of the College of Law Branch of the National Tertiary Education Industry Union, for the financial year ended 30 June 2001.

I have granted the application. My certificate is enclosed.

Yours sincerely,

Damien P. Staunton
Deputy Industrial Registrar

20 September 2002




Workplace Relations Act 1996
s.271A certificate of exemption from requirements of Part IX, Division 11

National Tertiary Education Industry Union
(FR 2001/697)

CERTIFICATE

On 20 September 2002 an application was made under subsection 271A(1) of the *Workplace Relations Act 1996* for a certificate of exemption by the College of Law Branch of the National Tertiary Education Industry Union in respect of financial year ended 30 June 2001. I am satisfied that the branch did not have any financial affairs in the year ended 30 June 2001.

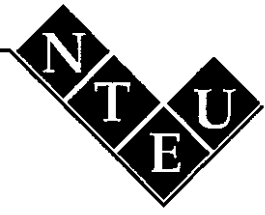

Damien P. Staunton
Deputy Industrial Registrar



20 September 2002

National Tertiary Education Union

New South Wales



Larry Powell
Team Manager
Australian Industrial Registry
Level 35, Nauru House
80 Collins Street
MELBOURNE VIC 3000

September 16, 2002

Dear Mr Powell

Re: Financial Reporting for NTEU Branch

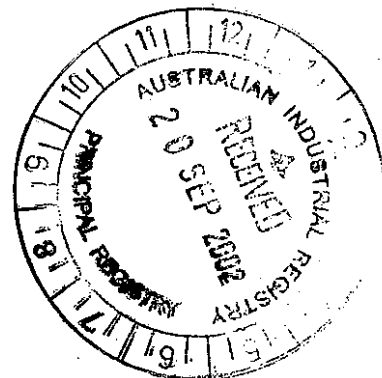
I advise that the College of Law Branch and the Australian Film Television and Radio School Branch did not have any financial affairs during the 2001 tax year and they both have no intention of conducting any affairs in the future due to the small number of members and size of the two Branches.

I enclose application for exemption for each Branch.

Please contact me if you require any further information.

Yours faithfully

Dr Michael Donaldson
NSW State Secretary



NTEU (NSW)

S271A OF WORKPLACE RELATIONS ACT 1996

Issues to be addressed

1. Does the branch hold an interest in any real or personal property? If yes, does it derive any income or incur any liabilities in relation to such property?
Did the branch engage in any financial transactions in relation to such property in the last financial year?
 - *The branch of the NTEU holds no interest in any real or personal property of any kind.*
2. Does the branch act as a trustee in any form?
If so, what is the nature of the trust?
Does such a role involve any financial transactions of any description?
Did the branch engage in any financial transactions in relation to such trusts in the last financial year?
 - *The branch of the NTEU does not act as a trustee in any form.*
3. Does the branch have any funds under the rules of the organisation?
 - *The branch has no funds of any kind.*
4. Is the branch structure closely mirrored in the form of another organisation such as a State registered union ('associated body')? If so, what is the name of that body?
What legislation, if any, regulates that body in its (financial) accounting to its members?
Is the membership of the branch and the associated body identical?
If not, in what way does it differ? Is there a formal agreement between the organisation and an "associated body" in relation to the provision of services to the branch by the associated body?
 - *The branch of the NTEU is not associated or affiliated with any other branch staff association nor is it associated or affiliated with an industry body of any kind except for our parent body, the National Tertiary Education Industry Union.*
5. How do members of the branch pay dues or levies payable under the rules of the organisation ?
 - *Members of the branch pay union dues to the parent body, the National Tertiary Education Industry Union. The branch collects no dues.*
6. How does the branch pay dues or levies or any other payments that may be imposed under the rules of the organisation to the federal or other body of the organisation under the rules of the organisation ?
 - *The branch of the NTEU is not required to pay dues to the NTEU. All dues required by the NTEU are paid by individual members.*
7. How does the branch secure the funds, if any, required to discharge its obligations as a branch of the organisation as provided in the rules of the organisation ?
 - *The branch of the NTEU has never needed any funds in order to discharge its obligations.*
8. Has the branch at any time in the past produced financial accounts, in particular, statements of income and expenditure and balance sheets ?
If so, what has altered in the circumstances which has led to the discontinuance of this practice?
 - *The branch has not, at any time, produced financial accounts of any kind.*
9. In addition to your answers to the above specific questions what are the circumstances which the branch believes warrant the issuing of a certificate in accordance with s271A?

FR 2001/097 ✓



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Mr. K. M. Mulcahy
Secretary
National Tertiary Education Industry Union
College of Law Branch
NTEU Office
2 Chandos Street
ST. LEONARDS NSW 2065

Dear Mr. Mulcahy,

Re: Financial statements for year ended 30 June 2001

This is a courtesy letter to remind you of the financial reporting requirements of Part IX, Division 11 of the Workplace Relations Act 1996 ('the Act') in respect of financial year ended 30 June 2001.

An organisation registered under the Act or a branch of such an organisation is required to carry out the various steps of the financial reporting obligations within certain time-scales.

In relation to financial documents for year ended 30 June 2001, the auditor should have made a report to the branch as required by subsection 276(1) of the Act before 31 December 2001. If you have not done so already you should consider implementing the following steps:

- provision of copies of the auditor's report, accounts and statements to the members,
- following provision of copies to the members, presentation of the auditor's report, accounts and statements to a meeting of the members or the committee of management
- lodgement of copies of the auditor's report, accounts and statements in the Industrial Registry accompanied by your certificate confirming that the documents so lodged are copies of those presented to the relevant meeting - the certificate should specify the type of meeting and the date when the meeting was held.

In the normal course of events, financial statements for year ended 30 June 2001 should be lodged in the Industrial Registry before 31 March 2002. Please note that the Act provides for extensions of time to be sought and granted in certain circumstances.

If you have already taken steps to have the financial statements lodged in the Industrial Registry before 31 March 2002, please disregard this letter.

I have enclosed for your information a notice describing the financial reporting requirements in more detail, including the time-scales prescribed by the legislation.

Should you wish to discuss this letter please contact me on (03) 8661 7787.

Yours sincerely

Clency Lapierre
Statutory Services Branch

15 February 2002