



Australian Government
Australian Industrial Registry

Level 35
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9655 6672
Email: iain.stewart@air.gov.au

Mr Michael Barry
Secretary
National Tertiary Education Industry Union
Melbourne University Branch
Old Metallurgy Building
The University of Melbourne VIC 3010

Dear Mr Barry

Re: Financial Reports for year ended 30 June 2004 - National Tertiary Education Industry Union - Melbourne University Branch - FR 2004/492

I refer to your correspondence dated 21 June 2005, which was received in the Registry on 14 July 2005.

I note your advice the financial report for the financial year ended 30 June 2005 was presented to a meeting of Members on 19 My 2005.

The documents have now been filed.

Yours sincerely

Iain Stewart

Iain Stewart
Statutory Services Branch

27 July 2005



Australian Government
Australian Industrial Registry

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Mr Michael Barry
Secretary
National Tertiary Education Industry Union
Melbourne University Branch
Old Metallurgy Building
The University of Melbourne VIC 3010

Dear Mr Barry

Re: Financial Reports for year ended 30 June 2004 - National Tertiary Education Industry Union - Melbourne University Branch - FR 2004/492

I refer to previous correspondence in this matter and this morning's telephone call.

In my correspondence of 7 February 2005 I advised that the Branch should "circulate the relevant documents to members and re-submit those documents for consideration by the Branch Committee of Management." before lodging those documents in the Registry. In fact the documents should be presented to a General Meeting of members, not a Branch Committee of Management meeting.

Subsection 266 (1) of the RAO Schedule provides that the full financial report should be presented to "a general meeting of the members ...". Subsection (3) of that section allows reporting units to present the report to a committee of management meeting if "the rules of the reporting unit provide for a specified percentage (not exceeding 5%) of members to be able to call a general meeting of the reporting unit for the purpose of considering the auditor's report, the general purpose financial report and the operating report ...".

Rule 53A (1) and (2) of the organisation's rules makes such provision with respect to the organisation and Divisions respectively. However, the rule does not extend to branches of the organisation. I have discussed this oversight with Ms Sam Maynard from the National Office. I understand from that conversation the organisation will seek to make the necessary amendment to its rules in the future, certainly before branches are required to present their financial reports for the financial year ended 30 June 2005 to a meeting.

I hope my earlier advice has not caused you any inconvenience.

Should you wish to discuss any of the matters raised in this letter, I can be contacted on (03) 8661 7787.

Yours sincerely

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Iain Stewart
Statutory Services Branch

1 March 2005



Australian Government
Australian Industrial Registry

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80 Collins Street, Melbourne, VIC 3000
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Email: iain.stewart@air.gov.au

Mr Michael Barry
Secretary
National Tertiary Education Industry Union
Melbourne University Branch
Old Metallurgy Building
The University of Melbourne VIC 3010

Dear Mr Barry

Re: Financial Reports for year ended 30 June 2004 - National Tertiary Education Industry Union - Melbourne University Branch - FR 2004/492

I have received the financial reports of the National Tertiary Education Industry Union - The University of Melbourne Branch for the year ended 30 June 2004. The documents were lodged in the Industrial Registry on 10 January 2005.

It is apparent from the Secretary's certificate and the date of other documents that the Branch cannot have complied with the requirements of s265 of Schedule 1B of the Act. Before the financial documents can be filed the Branch will need to circulate the relevant documents to members and re-submit those documents for consideration by the Branch Committee of Management. Subsequently a copy of those documents should be lodged in the Registry. Also, the financial documents should be lodged in the Registry within 14 days of being presented to the relevant meeting (see s268).

Essentially the financial documents comply with the requirements of the relevant parts of Part 3, Chapter 8 of Schedule 1B. I have identified one matter in the course of the examination of the documents that I draw to your attention for the purposes of the preparation of future financial documentation.

Auditor's Report

Subsection 257(5) of the RAO Schedule now sets out the matters upon which an auditor is required to make an opinion. The following wording would satisfy the requirements of the Schedule:

"In our opinion the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of Schedule 1B of the Workplace Relations Act 1996."

A copy of this letter has also been forwarded to your auditor.

Should you wish to discuss any of the matters raised in this letter, I can be contacted on (03) 8661 7787.

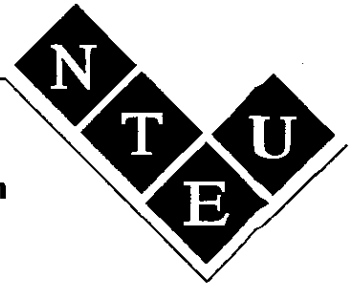
Yours sincerely

IS

Iain Stewart
Statutory Services Branch
7 February 2005

cc Lockwood Wehrens

**National
Tertiary
Education
Industry
Union**



21st June 2005

UNIVERSITY OF MELBOURNE BRANCH

Old Metallurgy Building, The University of Melbourne 3010
Tel: (03) 8344 6828 Fax: (03) 9348 1162
Email: v.mimis@unimelb.edu.au

**Australian Industrial Registry
Level 35, Nauru House
80 Collins Street
Melbourne 3000**

Attention: Iain Stewart

Dear Iain,

**Re: National Tertiary Education Industry Union – University of Melbourne Branch
Audited Accounts 2003-2004**

I would like to advise you that the above audited accounts were approved by a general meeting of members of the University of Melbourne Branch held on 19th May 2005.

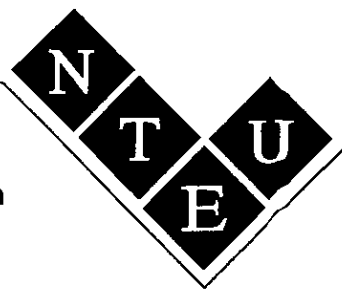
If you need any further information, please don't hesitate to contact me.

Yours sincerely

**Michael Barry
Secretary**

FR2004/492

**National
Tertiary
Education
Industry
Union**



7th January 2005

UNIVERSITY OF MELBOURNE BRANCH

Old Metallurgy Building, The University of Melbourne 3010
Tel: (03) 8344 6828 Fax: (03) 9348 1162
Email: vmimis@registrar.unimelb.edu.au

Deputy Industrial Registrar
Australian Industrial Registry
G.P.O. Box 1994S
Melbourne 3001

Dear Sir

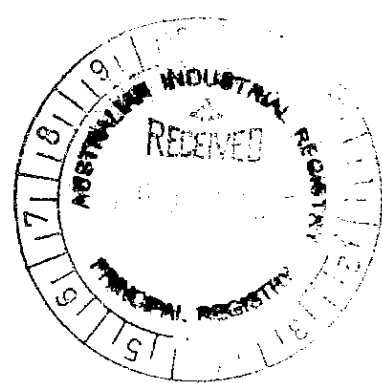
Enclosed are the audited accounts for NTEU University of Melbourne Branch for the period 1/7/2003 – 30/6/2004. The enclosed documents were supplied to members on 6th December 2004.

If you have any queries relating to the attached, please don't hesitate to contact me.

Yours sincerely

Michael Barry
Secretary

Encl.



**NATIONAL TERTIARY EDUCATION
INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

GENERAL PURPOSE FINANCIAL REPORT

FOR THE YEAR ENDED

30th JUNE 2004

Full Report

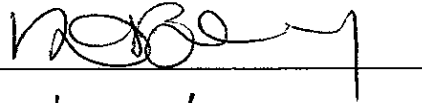
**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

CERTIFICATE OF SECRETARY OR OTHER AUTHORISED OFFICER

I, Mr Michael Barry, being the Branch Secretary of National Tertiary Education Industry Union – University of Melbourne Branch (the reporting unit) certify:

- that the documents lodged herewith are copies of the full report referred to in s268 of the RAO Schedule;
- that the full report was provided to members on 6th December 2004; and
- that the full report was presented to a meeting of the Committee of Management of the reporting unit on 1 Dec. 2004, in accordance with section 266 of the RAO Schedule.

Signature: _____



Date: _____

2/12/

2004

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 30th JUNE 2004

Principal Activities

The principal activities of the Branch during the financial year were:

- To improve and protect the salaries and conditions of employment of our members;
- To represent our members in approaches to and discussions with their employer;
- To negotiate collective agreements which improve the conditions of employment of our members;
- To enforce existing industrial agreements on behalf of our members; and
- To promote industrial peace through conciliation and arbitration.

Results of Principal Activities

The Branch's principal activities resulted in the maintenance and improvement of the salaries and conditions of employment of our members, especially for those members covered by collective agreements negotiated by the Branch.

Significant Changes in the Nature of Principal Activities

There were no significant changes in the nature of the Branch's principal activities during the financial year.

Significant Changes in the Branch's Financial Affairs

No matters or circumstances arose during the reporting year which significantly affected the financial affairs of the Branch.

Trustee or Director of a Trustee Company of a Superannuation Entity or an Exempt Public Sector Superannuation Scheme

No officer of the Branch was a Trustee or Director of a Trustee Company of a Superannuation Entity or an Exempt Public Sector Superannuation Scheme.

Number of Members

The number of persons who, at the end of the financial year, were recorded on the Register of Members was 1,905.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 30th JUNE 2004 (Continued)

Number of Employees

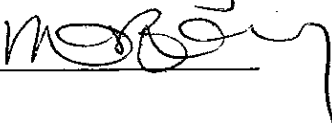
The number of persons who were, at the end of the financial year, employees of the Branch was 1.6 (including one part time employee) measured on a full time equivalent basis.

Members of the Committee of Management

The persons who held office as members of the Committee of Management of the Branch at the beginning of the financial year were:

Branch President	Mr Sean Cooney
Vice-President (Academic)	Mr Ted Clark
Vice-President (General)	Ms Louise Walker
Branch Secretary	Mr Michael Barry
Branch Treasurer	Mr David Wood
Committee Member	Ms Ailsa Dott
Committee Member	Ms Melanie Lazarow
Committee Member	Ms Katy LeRoy
Committee Member	Ms Lisa Sarmas
Committee Member	Mr Kim Sawyer
Committee Member	Mr Graham Sewell

There were no changes to the composition of the Committee of Management during the financial year.

Name Michael Barry
Title Secretary
Signature 

Date: 2 / 12 / 2004

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 30th JUNE 2004 (Continued)

Manner of Resignation – s254(2)(c)

Members may resign from the Branch in accordance with Rule 11 (Resignation from Membership) which reads as follows:

11.1 A member may resign from membership by written notice addressed and delivered to the member's Division Secretary or Branch Secretary provided that:

- (a) Where a written notice of resignation is received by a Division Secretary, he or she shall as soon as practicable forward a copy of the notice of resignation to the appropriate Branch Secretary;
- (b) Where a written notice of resignation is received by a Branch Secretary, he or she shall as soon as practicable forward a copy of the notice of resignation to the relevant Division Secretary.

11.2 A notice of resignation from membership takes effect :

(a) where the member ceases to be eligible to become a member of the Union

- (i) on the day on which the notice is received by the Union; or
- (ii) on the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member;

whichever is later; or

(b) in any other case:

- (i) at the end of two weeks, or if permitted by law three months after the notice is received by the Union; or
- (ii) on the day specified in the notice;

whichever is later.

11.3 Any dues payable but not paid by a former member in relation to a period before the member's resignation took effect, may be sued for and recovered in the name of the Union in a court of competent jurisdiction, as a debt due to the Union.

11.4 A notice delivered to the Division Secretary or Branch Secretary shall be taken to have been received by the Union when it was delivered.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

OPERATING REPORT FOR THE YEAR ENDED 30th JUNE 2004 (Continued)

- 11.5 A notice of resignation that has been received by the Union is not invalid because it was not addressed and delivered in accordance with sub-rule 1 of this rule.
- 11.6 A resignation from membership is valid even if it is not effected in accordance with this rule if the member is informed in writing by or on behalf of the Union that the resignation has been accepted.
- 11.7 Cessation of payment of any dues, levies and other amounts by a member does not, of itself, terminate membership of the Union.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

COMMITTEE OF MANAGEMENT STATEMENT

On 1 December 2004, the Committee of Management of National Tertiary Education Industry Union – University of Melbourne Branch (the reporting unit) passed the following resolution in relation to the General Purpose Financial Report (GPFR) of the reporting unit for the year ended 30th June 2004:

The Committee of Management declares that in relation to the GPFR that, in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of this reporting unit for the financial year to which they relate;
- (d) 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;
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the Committee of Management were held in accordance with the rules of National Tertiary Education Industry Union, including the rules concerning Branches of that union;
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of National Tertiary Education Industry Union, including the rules concerning Branches of that union;
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations;
 - (iv) 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 National Tertiary Education Industry Union;
 - (v) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar;

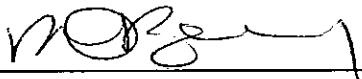
**NATIONAL TERTIARY EDUCATION INDUSTRY
UNIVERSITY OF MELBOURNE BRANCH**

COMMITTEE OF MANAGEMENT STATEMENT (C

- (vi) No orders for the inspection of financial records have been issued by the
Commission under section 273 of the RAO Schedule-

For the Committee of Management: Mr Michael Barry

Title of Office Held: Branch Secretary

Signature:  _____

Date: 2 / 12 / 2004

NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH

PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30th JUNE 2004

	2004	2003
	\$	\$
Profit from Ordinary Activities	74,908	23,468
Retained Profits at the beginning of the financial year	130,970	107,502
Retained Profits at the end of the financial year	<u>205,878</u>	<u>130,970</u>

The accompanying notes form part of these accounts.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

**BALANCE SHEET
AS AT 30th JUNE 2004**

	Note	2004 \$	2003 \$
CURRENT ASSETS			
Cash	2	215,137	138,683
Receivables	3	18,000	16,000
TOTAL CURRENT ASSETS		233,137	154,683
NON CURRENT ASSETS			
Plant & Equipment	4	7,941	5,233
TOTAL NON-CURRENT ASSETS		7,941	5,233
TOTAL ASSETS		241,078	159,916
 CURRENT LIABILITIES			
Payables	5	4,235	2,300
Employee Provisions	6	30,965	26,646
TOTAL CURRENT LIABILITIES		35,200	28,946
TOTAL LIABILITIES		35,200	28,946
NET ASSETS		205,878	130,970
 MEMBERS' FUNDS			
Retained Profits		205,878	130,970
TOTAL MEMBERS' FUNDS		205,878	130,970

The accompanying notes form part of these accounts.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

**DETAILED STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30th JUNE 2004**

	2004	2003
	\$	\$
INCOME		
Gross Member Subscriptions	838,462	722,727
Less:		
Capitation Fees - National Office	(319,414)	(317,998)
Capitation Fees - Victoria Division	(288,731)	(250,146)
Net Branch Income from Member Subscriptions	<u>230,317</u>	<u>154,583</u>
Interest Received	6,018	2,910
Other Income	229	10,050
NET BRANCH INCOME	<u>236,564</u>	<u>167,543</u>
 EXPENDITURE		
Audit Fees	2,500	2,300
Bank Charges	659	307
Office Administration		
Computer Consumables	539	224
Office Amenities	488	459
Postage	798	391
Printing	538	1,822
Stationery	899	1,622
Telephone	2,829	2,261
Computer Software	193	796
Depreciation	2,799	3,348
Industrial Campaigns		
Mailouts	165	-
Enterprise Bargaining	4,759	-
Membership Servicing & Recruitment		
Mailouts	485	32
Meetings	437	1,603
Outer Campus Servicing	1,911	-
Printing	1,233	6,530
Special Events	6,510	5,875
Stationery	-	231
New Members	395	-
Branch Administration		
Conferences	4,452	2,457
Committee Meetings	646	-
Delegates Meetings	101	-
Recruitment		
Campaigns	148	-
Printing	512	143
Mailouts	365	-

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

**DETAILED STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30th JUNE 2004**

	2004	2003
	\$	\$
Expenditure (cont'd)		
Accounting Fees	-	400
Donations	360	100
Insurance	596	541
Parking and Travel	1,921	1,558
Subscriptions	812	701
University Service Charge	1,218	675
Annual Leave Provision	2,443	4,600
Payroll Tax	7,575	2,728
Time Release	-	10,476
Long Service Leave Provision	1,875	1,794
Repairs & Maintenance	736	-
Sundry Expenses	583	700
Superannuation	15,891	12,718
Wages – Employees	91,018	74,810
Workcover	1,790	1,873
Training	478	-
TOTAL BRANCH EXPENDITURE	161,656	144,075
PROFIT FROM ORDINARY ACTIVITIES	74,908	23,468

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30th JUNE 2004**

	2004	2003
	\$	\$
	Inflows (Outflows)	Inflows (Outflows)
Cash flows from Operating Activities		
Receipts from members	838,462	722,727
Interest received	6,018	2,910
Other income	229	10,050
Payments to suppliers & employees	(762,748)	(798,189)
	81,961	(62,502)
Cash flows from Investing Activities		
Purchases of fixed assets	(5,507)	(3,624)
	(5,507)	(3,624)
Cash flows from Financing Activities	-	-
	76,454	(66,126)
Net increase / (decrease) in cash held		
Cash at the beginning of the financial year	138,683	204,809
	215,137	138,683
Cash at the end of the financial year – Note A		

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

**STATEMENT OF CASH FLOWS (Continued)
FOR THE YEAR ENDED 30th JUNE 2004**

2004 2003
\$ \$

Note A Reconciliation of Cash

For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money markets. Cash at the end of the financial year is shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

Cash at Bank	42,124	18,808
Interest Bearing Deposits	173,013	119,875
	215,137	138,683
	215,137	138,683

Note B Reconciliation of net cash provided by / (used in) operating activities to profit from ordinary activities

Profit from ordinary activities	74,908	23,468
Non-cash flows in profit from ordinary activities:		
Depreciation	2,799	3,348
Changes in Assets & Liabilities:		
(Increase) / decrease in receivables	(2,000)	(10,000)
Increase / (decrease) in payables	1,935	(85,712)
Increase / (decrease) in provisions	4,319	6,394
	81,961	(62,502)
	81,961	(62,502)

The association has no credit stand-by or financing facilities in place.

There were no non-cash financing or investing activities during the period.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30th JUNE 2004**

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Consensus Views, other authoritative pronouncements of the Australian Accounting Standards Board, the Trustees' accountability requirements under the Unions' Rules and the requirements under the Workplace Relations Act 1996.

The financial report covers the National Tertiary Education Industry Union – University of Melbourne Branch as an individual entity. The National Tertiary Education Industry Union – University of Melbourne Branch is a trade union, recognised by the Australian Industrial Registry and domiciled in Australia.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where stated, current valuations of non-current assets.

The following is a summary of the material accounting policies adopted by the economic entity in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

(a) Fixed Assets

Depreciation is provided on all fixed assets so as to write off the assets progressively over their estimated economic lives to the Branch. The prime cost method of depreciation is used.

Depreciation rates used for each class of assets are:

Class of asset	Depreciation Rate
Office Furniture and Equipment	20 – 33%

(b) Revenue

Member subscription revenue is recognised when the respective fees have been deducted from the members' wages and salaries.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th JUNE 2004**

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

(c) Provision for Employee Entitlements

The provision relates to annual leave and long service leave and has been calculated on the basis of actual entitlements under appropriate awards, based on current wage rates.

(d) Leases

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

(e) Income Tax

No income tax has been provided, as the Branch is exempt from income tax pursuant to section 50-15 of the Income Tax Assessment Act 1997, as amended.

(f) Information to be provided to members or registrar

In accordance with the requirements of the Workplace Relations Act 1996, as amended, the attention of members is drawn to the provisions of sub-section (1) (2) and (3) of section 272, which reads as follows:

- (1) A member of an organisation or a Registrar may apply to the organisation for specified prescribed information in relation to the organisation.
- (2) An organisation shall, on application made under subsection (1) by members of the organisation or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time as prescribed.
- (3) A Registrar may only make an application under sub-section (1) at the request of a member of the organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the members.

(g) Economic Dependency

The Branch is not economically dependent on any other reporting units of the organisation.

(h) Segment Reporting

The reporting entity operates in one business and geographical segment being the provision of trade union services to its members in Victoria.

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th JUNE 2004**

	2004	2003
	\$	\$
2. CASH ASSETS		
Cash at bank	42,124	18,808
Interest Bearing Deposits	<u>173,013</u>	<u>119,875</u>
	<u>215,137</u>	<u>138,683</u>
3. RECEIVABLES		
Sundry Debtor – Faculty of Law	10,000	10,000
Unsecured Loan – University of Melbourne	<u>8,000</u>	<u>6,000</u>
	<u>18,000</u>	<u>16,000</u>
4. PLANT AND EQUIPMENT		
Office Furniture and Equipment- at cost	24,516	19,473
Less : Accumulated Depreciation	<u>(16,575)</u>	<u>(14,240)</u>
	<u>7,941</u>	<u>5,233</u>
5. PAYABLES		
Sundry Creditors And Accruals	<u>4,235</u>	<u>2,300</u>
	<u>4,235</u>	<u>2,300</u>
6. EMPLOYEE PROVISIONS		
Annual Leave	18,209	15,766
Long Service Leave	<u>12,756</u>	<u>10,880</u>
	<u>30,965</u>	<u>26,646</u>

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th JUNE 2004**

7. FINANCIAL INSTRUMENTS

(a) Interest Rate Risk

The reporting entity's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted average interest rates on those financial assets and liabilities, is as follows:

	Weighted Average Effective Interest Rate		Floating Interest Rate	
	2004	2003	2004	2003
Financial Assets				
Cash at bank	\$42,124	\$18,808	1.85%	2.00%
Interest Bearing Deposits	\$173,013	\$119,875	4.52%	0.85%

No financial assets are subject to a fixed interest rate.

(b) Credit Risk

The reporting entity does not have any material credit risk exposure to any single debtor or group of debtors under any financial instruments entered into by the reporting entity.

(c) Net Fair Values

The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the balance sheet and in the notes to the financial statements.

8. UNION DETAILS

The registered office of the union is:

Old Metallurgy Building
UNIVERSITY OF MELBOURNE VIC 3010

INDEPENDENT AUDIT REPORT

**TO THE MEMBERS OF
NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

Scope

The financial report and trustees' responsibility

The financial report comprises the profit and loss statement, balance sheet, detailed statement of income and expenditure statement, statement of cash flows and accompanying notes to the financial statements and the committee of management statement for the National Tertiary Education Industry Union – University of Melbourne Branch for the year ended 30th June 2004.

The trustees of the union are responsible for the preparation and true and fair presentation of the financial report in accordance with the Workplace Relations Act 1996. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

Audit Approach

We conducted an independent audit in order to express an opinion to the members of the associations. Our audit was conducted in accordance with Australian Auditing Standards, in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with the accounting policies described in Note 1, so as to present a view which is consistent with our understanding of the associations' financial position, and of their performance as represented by the results of their operations and their cash flows. These policies do not require the application of all Accounting Standards and other mandatory professional reporting requirements in Australia. No opinion is expressed as to whether the accounting policies used and described in Note 1, are appropriate for the needs of the members.



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Lockwood & Co (Melb) Pty Ltd
ABN 36 290 638 803
ACN 101 133 804
Chartered Accountants / Business Consultants

Lockwood Wehrens
ABN 74 135 421 190
Auditors

INDEPENDENT AUDIT REPORT

**TO THE MEMBERS OF
NATIONAL TERTIARY EDUCATION INDUSTRY UNION
UNIVERSITY OF MELBOURNE BRANCH**

We formed our audit opinion on the basis of these procedures, which included:

- examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report, and
- assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the board of management.

While we considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

Audit Opinion

In our opinion, the financial report of the National Tertiary Education Industry Union – University of Melbourne Branch is in accordance with:

- (a) the Workplace Relations Act 1996, including
 - (i) giving a true and fair view of the branch's financial position as at 30th June 2004 and of its performance for the year ended on that date; and
 - (ii) complying with Accounting Standards in Australia and the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003; and
 - (iii) other mandatory professional reporting requirements.

Lockwood Wehrens

LOCKWOOD WEHRENS
Chartered Accountants
Camberwell

A. Wehrens

ANDREW WEHRENS
Registered Company Auditor 176520
2nd December 2004