



AUSTRALIAN INDUSTRIAL REGISTRY

Level 35, Nauru House
80 Collins Street, Melbourne, VIC 3000
GPO Box 1994S, Melbourne, VIC 3001
Telephone: (03) 8661 7777
Fax: (03) 9654 6672

Dr Sandra Cockfield
Branch Secretary
Monash University Branch
National Tertiary Education Industry Union
Room G02A, Building 19
Monash University
CLAYTON 3800

Dear Dr Cockfield

Re: Financial Returns for Financial Year ended 30 June 2003 - FR2003/439

Thank you for forwarding additional documentation in relation to the financial documents of the Monash University Branch for the year ended 30 June 2003; this has been placed with the documents previously lodged.

It is noted that the auditor's certificate is unsigned. Please ensure in future that the documents are appropriately signed.

Yours sincerely

Sylvia van Riet
Statutory Services Branch

19 February 2004

Australian Industrial Registry
Attention: Ms. S. van Riet
GPO Box 1994S
Melbourne 3001

18 February 2004

Dear Sylvia

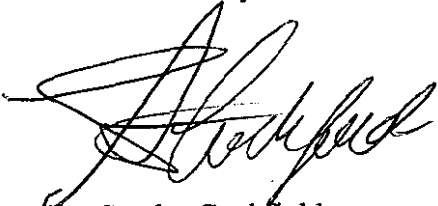
National Tertiary Education Industry Union – Monash University Branch
Financial Statements Y/E 30 June 2003 (FR2003/439)

Thankyou for your letter of 12 February noting that a Summary of Accounts had been distributed to our members and requesting the lodgement of a copy of the summary of the report, accounts and statements distributed. A copy of that summary is attached and we apologise for not lodging it at the same time as we lodged our full Branch Accounts.

The summary was distributed to our members by being posted to our website and then a regular email bulletin drew their attention to this posting and provided a hyperlink to it. A copy of that email bulletin is attached, with the Branch Accounts item highlighted (blue marker) and the summary is still posted to our website. No member has provided any comment or made any request in relation to this summary since it was posted.

Should you require any further information, please speak to our Branch Executive Officer (Rodger Smith) on 9905-4110.

Yours faithfully



Dr. Sandra Cockfield
Branch Secretary
NTEU – Monash University Branch

NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH
SUMMARY FINANCIAL REPORT
FOR THE YEAR ENDED
30TH JUNE 2003



PO Box 1300
1st Floor
586 Burke Road
Camberwell Vic 3124

Tel 03 9882 0566
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Email synergy@lock-wood.com.au

**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF THE
NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH**

The financial report of the National Tertiary Education Union - Monash University Branch for the year ended 30th June 2003 has been audited in accordance with the provisions of the Workplace Relations Act 1996 as amended. The following summary of the financial report is provided for members in accordance with subsection 279(2) of the Act. A full copy of the financial report will be supplied free of charge to any member who requests it. Certificates required to be given under the Act by the principal accounting officer and the committee of management, have been completed in accordance with the provisions of the Act and contain no qualifications.

In accordance with the requirements of the Workplace Relations Act 1996 as amended, the attention of members is drawn to the provision of sub-sections (1), (2) and (3) of section 274, which read 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 a member of the organisation or a Registrar, make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.
- (3) A Registrar may only make an application under subsection (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 member.

Auditor's Certificate

We certify that the summary attached is a fair and accurate summary of the financial report of National Tertiary Education Union – Monash University Branch for the year ended 30th June 2003. Our audit report on this financial report did not contain particulars of any deficiency, failure or shortcomings as referred to in subsection 276(4) of the Workplace Relations Act 1996 as amended.

Lockwood Wehrens
Chartered Accountants

Andrew Wehrens
Registered Company Auditor

Camberwell

7 November 2003

**NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH
SUMMARY FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2003**

**NTEU - MONASH UNIVERSITY BRANCH
DETAILED STATEMENT OF INCOME AND EXPENDITURE**

	2003	2002
	\$	\$
INCOME		
Net Member Subscriptions	146,571	140,974
Bank Interest	2,124	2,320
Other Income	1,166	1,725
TOTAL BRANCH INCOME	<u>149,861</u>	<u>145,019</u>
EXPENDITURE		
Accounting & Audit - Current year	2,700	2,500
Conferences	2,711	1,421
Depreciation	2,331	2,773
General Office Expenses	294	900
Meetings & Catering	2,507	2,984
Office Equipment Expenses	-	2,411
Other Expenses	398	4,703
Payroll Tax	3,253	6,352
Printing & Stationery	2,489	2,951
Salaries & Wages - Employees	77,240	110,232
Sundry Expenses	13,185	8,466
Superannuation	16,137	18,735
Telephones & E-Mail	1,264	2,085
Travel & Accommodation	2,977	5,295
Workcover	1,946	2,215
TOTAL BRANCH EXPENDITURE	<u>129,432</u>	<u>174,023</u>
PROFIT / (LOSS) FROM ORDINARY ACTIVITIES	<u>20,429</u>	<u>(29,004)</u>

**NTEU - MONASH UNIVERSITY BRANCH
BALANCE SHEET AS AT 30TH JUNE 2003**

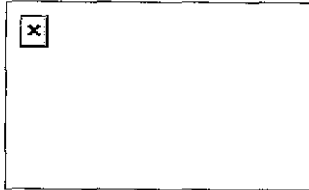
	2003	2002
	\$	\$
Current Assets	86,273	14,383
Non Current Assets	5,419	3,751
TOTAL ASSETS	<u>91,692</u>	<u>18,134</u>
Current Liabilities	57,063	9,493
Non Current Liabilities	5,559	-
TOTAL LIABILITIES	<u>62,622</u>	<u>9,493</u>
NET ASSETS	<u>29,070</u>	<u>8,641</u>
Represented By :		
Retained Profits as at 1st July 2002	8,641	37,645
Profit / (Loss) from ordinary activities	20,429	(29,004)
RETAINED PROFITS AS AT 30TH JUNE 2003	<u>29,070</u>	<u>8,641</u>

NTEU Monash

From: "NTEU Monash" <nteu@monash.edu.au>
To: "nteu" <nteu@monash.edu.au>
Sent: Monday, 15 December 2003 10:27 AM
Subject: E-BULLETIN #21

Monash NTEU E-Bulletin

No.21



In this issue

WORKPLACE RELATIONS OUTCOMES IN THE NELSON PACKAGE
UNIVERSITY OF SYDNEY HEADS OF AGREEMENT SIGNED!!
THE US ARRESTS IRAQ'S UNION LEADERS
BRANCH ACCOUNTS 2003

WORKPLACE RELATIONS OUTCOMES IN THE NELSON PACKAGE

The amended Nelson package was passed in the Senate late last week. While the Government won many of its key objectives - increased fees and charges, the student learning entitlement, no indexation and increased regulation - it was defeated on workplace relations issues. You will remember that the Government proposed tying \$404 million in Operating Grants to workplace relations requirements, the most important of which were that:

- institutions must offer AWAs and that these must prevail over enterprise agreements
- there should be no limitations on casual employment
- any agreed condition "above community standards" would be re-evaluated and potentially removed
- there would be no provision for resources for staff to have ready access to the Union

After extraordinarily acrimonious debate in the Senate all of these requirements have been rejected in their effect or otherwise tightly controlled. The outcome is that:

- There will be one industrial requirement tied to university operating grants - namely that each certified Agreement contain a clause which reads "the University may offer AWAs in accordance with the Workplace Relations Act 1966". This requirement is not established by guidelines but instead forms part of the new Act. These words do no more than state the current legal position - namely, that employees are free to offer AWAs at any time, but these AWAs do not prevail over the certified Agreement for its nominal life. Compare this with the proposed requirement above and it is clear that first, there is no mandatory requirement for universities to offer AWAs and second, the certified agreement will prevail over any AWA.
- The minister is specifically prohibited from imposing any further industrial relations requirements on university operating grants. Thus, the Government is prevented from blackmailing institutions in the future by imposing onerous conditions on basic operating grant money.
- The other three requirements (union rights, no limits on casualisation and limits on improved conditions) are no longer tied to the \$404 million in operating grants but universities will have access to \$55.2 million under the Workplace Productivity Pool [WPP] if they comply with the Government objectives in these areas, though these funds are not available until 2006/7. It would seem that the

amount of money is so small that there is little prospect of universities risking major disputes for the sake of very small shares in this pool.

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UNIVERSITY OF SYDNEY HEADS OF AGREEMENT SIGNED!!

This is exciting news for us all as it is a particularly good agreement and will smooth our own bargaining pathway to some extent. The Sydney University Agreement provides high quality leading outcomes in the following areas:

- 19.4% compounded pay rise with a further \$1,000 sign-on bonus on certification of the Agreement
- 36 week paid parental leave
- a 25% casual loading and a cap on casual employment numbers
- limits on academic workloads
- revised general staff classification procedures including establishment of a joint Union/management Classification Appeals Committee.
- a comprehensive Indigenous employment strategy, 5 days Cultural and Ceremonial Leave on top of existing entitlements, and a senior Indigenous appointment (possibly at PVC level) to have full responsibility for all Indigenous employment policy, student and educational matters
- a strong statement on Intellectual Freedom
- recognition of broken service for leave for research-only staff.

Congratulations to the negotiation teams on both sides at Sydney University. Sydney staff will certainly be looking forward to a Happy New Year.

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THE US ARRESTS IRAQ'S UNION LEADERS

This disturbing piece of news passed over my desk this morning. I present it here verbatim.

THE U.S. ARRESTS IRAQ'S UNION LEADERS

By David Bacon

BAGHDAD, IRAQ (12/10/03) – US occupation forces in Iraq escalated their efforts to paralyse Iraq's new labour unions with a series of arrests this weekend. On Saturday, a convoy of ten humvees and personnel carriers descended on the old headquarters building of the Transport and Communications Workers union, in Baghdad's central bus station, which has been used since June as the office of the Iraqi Workers Federation of Trade Unions. Twenty soldiers jumped out, stormed into the building, put handcuffs on eight members of the Federation's executive board, and took them into detention.

"They gave no reason at all, despite being asked over and over," says federation spokesperson Abdullah Muhsin.

Soldiers painted out the name of the federation on the front of the building with black paint. Because the new Iraqi unions lack basic resources like office furniture and machines, there was little to confiscate in the building. "But we did have a few files, and they took those," Muhsin adds. Ironically, the office had posters on the walls condemning terrorism, which soldiers tore down in the raid. Although the eight were released the following day, there was no explanation from the Coalition Provisional Authority for the detentions.

The bus station raid followed the detention of two other trade union leaders on November 23 -- Qasim Hadi, general secretary of the Union of the Unemployed, and Adil Salih, another leader of the organization. Hadi has been arrested twice before by occupation troops, for leading demonstrations of unemployed workers demanding unemployment benefits and jobs. In the latest raid, CPA troops said they'd found two guns in the union's office, which was only permitted to have one. Hadi explained that the organization has been the subject of threats and fatwas by Iraqi religious parties, and needs weapons for self-defense, since US troops are unable or unwilling to provide security.

The two were released after being detained for a day. Both union groups have been organizing Iraqi workers for months. The Iraqi Workers Federation of Trade Unions held a convention in Baghdad last June, at which it established unions in twelve industries. The Unemployed Union belongs to the Workers Unions and Councils group, which has also been organizing since last summer.

The wave of union organizing going on in Iraq is a product of the desperate conditions of the country's workers.

As many as seven million people, according to the Union of the Unemployed, or seventy percent of the workforce, have no jobs, go hungry, and are even homeless. Although Congress appropriated \$87 billion for reconstruction, Dr. Nuri Jafer, the deputy minister of Labor and Social Affairs admits he can find "no country willing to fund our plans" for a minimal system of unemployment benefits. Reconstruction is invisible in Baghdad. Work may be proceeding on pipelines and ports for oil exports, but huge piles of war rubble lie untouched in city streets.

US funding in Iraq pays for an overwhelming military presence, and the transformation of the Iraqi economy. Both are intended to make the country attractive to foreign investors. In an October 8 phone press conference, Thomas Foley, director for private sector development for the Coalition Provisional Authority, announced a list of the first Iraqi state enterprises to be sold off, including cement and fertilizer plants, phosphate and sulphur mines, pharmaceutical factories and the country's airline. On September 19, the CPA published Order No. 39, which permits 100% foreign ownership of businesses, except for the oil industry, and allows the transfer of profits outside the country. Iraqi workers view the prospect of the privatization of their workplaces with dread, fearing the sell off will bring massive layoffs. The manager of the Al Daura oil refinery, Dathar Al-Kashab, predicted that with privatization "I'll have to fire 1500 [of the refinery's 3000] workers. In America when a company lays people off, there's unemployment insurance, and they won't die from hunger. If I dismiss employees now, I'm killing them and their families."

At the refinery, as in most factories, those with jobs work 11 and 13 hour shifts for a salary of \$60 a month. They have no safety shoes, goggles, masks or other protective gear. The Iraqi Workers Federation of Trade Unions helped the refinery's workers organize a union and elect its leaders, and have done the same in other industries. In Basra workers have formed a central labor council, and have mounted protest demonstrations. The Workers Unions and Councils group has helped workers elect committees in the State Leather Industry plant, the largest shoe factory in the Middle East, and the Mamoun Vegetable Oil enterprise, among others. Whenever these new unions try to talk with the plant managers, however, they're told that a law decreed by Saddam Hussein in 1987 forbids workers in state-owned enterprises (where the majority of Iraqis work) from forming unions. The CPA is still enforcing this law. Another order issued by the CPA on June 6 threatens that anyone who "incites civil disorder" will be detained as a prisoner of war under the Geneva Convention. The recent arrests are the latest incidents in this effort by the occupation authorities to suppress unions. The anti-union campaign lays bare the economic purpose of the occupation – the privatization of the enterprises that employ most workers. While suppressing unions, international conferences take place in Washington and London every week, at which these assets are put on sale. At one recent conference, ExxonMobil, Delta Airlines and the American Hospital Group all expressed interest. Since new foreign owners can be expected to cut labor costs by laying off workers, resistance at the worksite has been made illegal by laws banning unions and the arrest of their leaders. In an additional step to make investment attractive, the CPA is holding down the wages of Iraqi workers. The \$60 a month received by most employees was the same salary paid under Saddam Hussein, but the bonuses, profit-sharing payments, and subsidies for food and housing were ended when the occupation began, resulting in a drastic cut in income. "The coalition forces control the finances, and our wages," says Detrala Beshab, president of Al Daura's new union Iraq's new labor movement is determined to stop the sell off of worksites, the loss of jobs, and the prohibition of unions and strikes. Jassim Mashkoul, the IFTU's director for internal communications, laments that "at the beginning, we thought our situation might get better, since we got rid of Saddam Hussein. But it hasn't improved." According to another federation leader, Muhsen Mull Ali, who spent two long stints in prison for organizing unions, "our responsibility is to oppose privatization as much as possible, and fight for the welfare of our workers." But to the Bush administration and the occupation authority, this activity is a crime.

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BRANCH ACCOUNTS 2003

Our auditor completed his audit recently and (after balance date adjustments) our audited result is a surplus of \$20,429 for the financial year ending 30 June 2003 available at:
<http://www.nteu.org.au/bd/monash/contact/committee/accounts>

Income components are broadly in line with 2002 levels. The major factor impacting Expenditure was a 30% reduction in Salaries & Wages (due to staff levels reducing from 2.5 to 2.0 and to the impact in 2002 of Chris Ryan's redundancy payment of \$25,603.04). Overall, it was a successful year where all activities of the Branch were able to be funded, while a significant surplus was being generated.

Our Members' Funds in 2001-02 (effectively our Branch Reserves) had sunk to a dangerously low \$8,640 (following Chris Ryan's unbudgeted redundancy), so this surplus builds up these Members' Funds to a healthier (but still low) \$29,070. How big should our Branch Reserves be? The view of our Auditors is that Branch Reserves should include 3 months expenses (to allow for the sudden cut-off of salary deductions), employee provisions (for Annual Leave and Long Service Leave) plus a contingency allowance (say 10%). In our case, this amounts to just under \$50,000 - so you can see that we still have some distance to go to build up our reserves to a prudent level. Some Branches even include the funding for staff redundancies in their

Branch Reserves (in our case, a further \$87,000). Apart from that, our Balance Sheet looks in good shape!"
RODGER SMITH, Branch Executive Officer

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NTEU Monash University Branch
Room G02A, Building 19
Monash University, Clayton Campus
Phone: 9905-4110 Fax: 9905-5746
Email: nteu@monash.edu.au
Web: www.nteu.org.au/bd/monash

Secure Jobs & Rational Workloads mean Quality Universities



AUSTRALIAN INDUSTRIAL REGISTRY

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80 Collins Street, Melbourne, VIC 3000
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Dr Sandra Cockfield
Branch Secretary
Monash University Branch
National Tertiary Education Industry Union
Room G02A, Building 19
Monash University
CLAYTON 3800

Dear Dr Cockfield

Re: Financial Returns for Financial Year ended 30 June 2003 - FR2003/439

Receipt is acknowledged of the financial documents of the Monash University Branch of the union for the year ended 30 June 2003. The documents were received in this office on 6 February 2004.

While the documents have been filed the following matter concerning the financial reporting requirements of the *Workplace Relations Act 1996* requires your further attention.

Summary of auditor's report, accounts and statements

Sub-section 279(2) of the *Workplace Relations Act 1996* prescribes

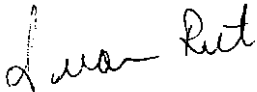
If, under the rules of the organisation, the committee of management of the organisation resolves to provide to the members of the organisation a summary of the report, accounts and statements, the organisation may comply with subsection (1) by providing free of charge to its members a copy of the summary if:

- (a) the organisation lodges a copy of the summary in the Industrial Registry;*
- (b) the auditor certifies that the summary is, in the auditor's opinion, a fair and accurate summary of the report, accounts and statements;*
- (c) the summary contains a statement to the effect that the organisation will provide a copy of the report, accounts and statements free of charge to any member who requests; and*
- (d)*

It appears from the minutes of the Committee of Management meeting of 22 October 2003 that a summary of accounts was distributed to members. Accordingly, would you please lodge in the Industrial Registry a copy of the summary of the report, accounts and statements distributed.

Should you wish to discuss this letter or if you require further information on the financial reporting requirements of the *Workplace Relations Act 1996*, I may be contacted on 8661 7776.

Yours sincerely



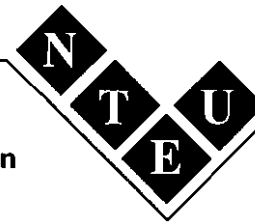
Sylvia van Riet
Statutory Services Branch

12 February 2004

Australian Industrial Registry
Attention: Ms. S. van Riet
GPO Box 1994S
Melbourne 3001



National
Tertiary
Education



Monash
University
Branch

5 February 2004

Dear Sylvia

National Tertiary Education Industry Union – Monash University Branch
Financial Statements Y/E 30 June 2003

In accordance with Section 280 of the *Workplace Relations Act 1996*, I attach two copies of the Financial Statements for the year ended 30 June 2003 for National Tertiary Education Industry Union – Monash University Branch. These include duly signed :

- Independent Auditor's Report
- Committee of Management Certificate and
- Accounting Officer's Certificate
- Secretary's Certificate

as required under the Act.

Also attached for your information are copies of NTEU Monash Branch Committee Minutes for:

- 22 October 2003, showing (at orange marker) the motion adopting the Branch Accounts as true and fair, authorizing the signing of various Certificates and resolving to distribute a Summary of Accounts to our members; and
- 28 January 2004, showing (at green marker) the motion noting the presentation of the Branch Accounts to that Branch Committee meeting and authorizing the signing of the Secretary's Certificate and the filing of the Branch Accounts with the Australian Industrial Registry.

Should you require any further information, please speak to our Branch Executive Officer (Rodger Smith) on 9905-4110.

Yours faithfully

Dr. Sandra Cockfield
Branch Secretary
NTEU – Monash University Branch

c.c. Ms. J.Savage NTEU National Office

Minutes of NTEU BRANCH COMMITTEE Meeting No. 10,
Wednesday 22 October 2003 in VideoConference Centre, Clayton
(with videolink to Gippsland)

1. ATTENDANCE / APOLOGIES

Present: Carol Williams (Chair), Sandra Cockfield, Tom Clark, Dale Halstead, Rod Hall, Philip Dearman, Joshua Beggs and Ron King.

Also Darryn Snell, John Arkinstall and Karen Stancombe.

Apologies: Andrew Barnden, Miranda Phelan and Phil Andrews

2. MINUTES OF PREVIOUS MEETING

The minutes of Branch Committee Meeting 9/03 were adopted without amendment. The minutes of the Special Branch Committee Meeting of 9 October 2003 were adopted with minor amendment.

3. BUSINESS ARISING FROM THE MINUTES

Carol Williams suggested that Tom Clark's proposal regarding Workplace Delegates be forwarded to Sandra Cockfield and then listed on the agenda for the next Branch Officers' meeting.

Resolved to star items 5, 8.1, 8.3, 9.1, 9.2, 10.1 and 10.2.

4. CORRESPONDENCE LIST

As a "non-starred" item, the meeting did not deal with this item.

5. CAMPAIGNS

Enterprise Bargaining Mark4

Sandra Cockfield reported on the EB negotiation meeting held earlier that day:

- Management does not propose to provide specific time release for EB negotiation team members;
- Management does not propose to provide NTEU with access to global email facilities;
- Generally, management is prepared to provide information which is already publicly available;
- Our only victory at that meeting was that management agreed to provide Sandra (based at Peninsula) with a Yellow Parking Permit.

Carol Williams noted that the university seems very reluctant to sign any written agreement which binds them to provide anything for NTEU.

There was broad discussion on what should be our ongoing negotiation tactics.

ACTION POINT: To discuss with National Office what should be our ongoing strategy and tactics following the strike
Carol Williams

Philip Dearman raised the desirability of incorporating within our Log of Claims a broad clause on monitoring the implementation of technological change. He was assured that this could be encompassed by our Consultation About Change claim.

Higher Education Campaign / 16 October Strike

Carol Williams expressed the thanks of Branch Officers to all who had participated in the hard work of planning beforehand or who had been on the picket lines on the day.

There was a broad discussion on the success of the industrial action at each campus, highlighting violent incidents on some picket lines and the contribution of students at many campuses to the success of the strike. Concern was expressed about how the contribution by students was essential to the success of the strike and about how we mobilise more of our own members in future industrial actions.

Ron King suggested that the Branch give explicit recognition to all who had participated on our picket lines. Rod Hall proposed that a message be sent to members outlining the success of the strike.

ACTION POINT: To discuss with National Office the best way of progressing the issue of violence to NTEU members on the picket lines
Carol Williams.

6. CASE COMMITTEE

As a "non-starred" item, the meeting did not deal with this item.

7. EMPLOYEE RELATIONS CONSULTATIONS

As a "non-starred" item, the meeting did not deal with this item.

8. REPORTS

University Council

Carol Williams explained the process used by NTEU to encourage members to stand as General Staff representative on University Council. While several had expressed interest, there had been only two valid nominations: Dale Halstead (incumbent) and Jeffrey Bender. There was a statement from each candidate before Branch Committee which needed to determine which candidate would be endorsed by NTEU in the forthcoming University Council election.

After a broad ranging discussion, Branch Committee resolved to endorse Dale Halstead to NTEU members as the preferred candidate for General Staff representative on University Council.

ACTION POINT: To email Monash members indicating that Dale Halstead has been endorsed by Branch Committee
Carol Williams.

Occupational Health & Safety

As a "non-starred" item, the meeting did not deal with this item.

Adoption of Accounts 2003

Rodger Smith spoke to the **2003 Summary of Accounts** and the accompanying (unqualified) **Independent Audit Report**. In particular, he referred to the surplus of \$20,429 earned over the year and to the need to continue to earn strong surpluses so as to build **Members' Funds** (effectively our Branch Reserves). Finally, he drew attention to the fact that the appointment of Lockwood Wehrens as auditors had now expired and he recommended the renewal of that appointment.

Branch Committee then adopted the following motion:

"Branch Committee is of the opinion that:

- the Branch Accounts presented here show a true and fair view of the financial affairs of the Branch as at 30 June 2003;
- meetings of NTEU Monash University Branch Committee were held during the period 1 July 2002 to 30 June 2003 in accordance with NTEU rules;
- the Branch has complied with all requirements of the *Workplace Relations Act 1996* (as amended), in relation to the supply of documents to members and presentation to meetings in respect of the year 30 June 2002;
- the Branch has complied with all the requirements of sub-sections 279 (1) and (6) of the Act in relation to the distribution and presentation to members in General Meetings of the Financial Accounts in respect of the year ended 30 June 2002 and the Auditor's Report therein;

and accordingly authorises :

- Carol Williams and Miranda Phelan to sign the **Committee of Management Certificate**;
- Peter Carey to sign the **Accounting Officer's Certificate**.

Further, Branch Committee notes that a **Summary of Accounts** has been approved by our Auditor and resolves to distribute this **Summary of Accounts** to all members of the Branch.

Further, once the **Summary of Accounts** has been distributed to members and has been endorsed by members in General Meetings (or by Branch Committee as provided by section 279 (6) of the Act), Branch Committee authorises Sandra Cockfield to sign the **Secretary's Certificate**.

Finally, once all these requirements have been met, Branch Committee authorises Rodger Smith to lodge the **Branch Accounts** with the Australian Industrial Registry.

Finally, Branch Committee resolved that the appointment of Lockwood Wehrens as Branch Auditors be extended until the implementation of the NTEU National Review makes further Branch Audits unnecessary.

9. BRANCH INFRASTRUCTURE & ORGANISATION

Recruitment & Organising

In addition to the usual Membership Report (for September 2003), a report showing new members in the first three weeks of October 2003 (compared with the same periods in October 2002) was tabled. This demonstrated conclusively that our recent industrial action had triggered a surge in new members, with October 2003 activity some 5.5 times higher than October 2002 activity.

Sandra Cockfield noted that the Branch planned to follow this up with a Recruitment Contest in November.

ACTION POINT: To follow up the surge of new members following our industrial action with a Recruitment Contest in November **Sandra Cockfield.**

Planning Day Outcomes

As a "non-starred" item, the meeting did not deal with this item.

Workplace Delegates

As a "non-starred" item, the meeting did not deal with this item.

NTEU National Council 2003

Monash National Councillors reported that:

- Much of the effort at Council had been devoted to a comprehensive motion which (inter alia) authorised the strike action on 16 October at all universities;
- In relation to the NTEU Organisational Review, it was reported that negotiations between NTEU management and NTEU staff (as represented by the Managing Change Working Party and the Staff Reference Group) had broken down;
- The motion proposed by Monash Branch had been well supported but had been largely incorporated into the strike authorising motion.

10. GENERAL BUSINESS

Donation to Noel Butlin Archives Centre

Resolved to renew the Branch's annual subscription (\$50) to NBAC and to make a further donation of \$100 towards the publication of a commemorative book *Collecting the Archives of Australian Business and Labour*.

ACTION POINT: To action Branch Committee's decision outlined above
Rodger Smith.

Branch Committee End-of-Year Function

After a brief discussion, it was decided that Branch Officers would consider the issue further and would make a specific recommendation to the next Branch Committee meeting.

ACTION POINT: To consider further and make a specific recommendation to the next Branch Committee meeting
Branch Officers.

11. NEXT MEETING

The next Branch Committee meeting will be held on Thursday 20 November 2003 at the Clayton Video Conference Centre (with videolinks to Gippsland & Peninsula) commencing at 4.00PM.



Signed as a true and correct record

Chair

Minutes of NTEU BRANCH COMMITTEE Meeting No. 1/04,
Wednesday 28 January 2004 in Room G27, Building 72, Clayton
(with no videolinks)

1. ATTENDANCE / APOLOGIES

Present: Carol Williams (Chair), Sandra Cockfield, Andrew Barnden, Miranda Phelan, Ann Maharaj, Andrew Dixon, Phil Andrews, Jenny Vero, Susan Feteris, Tom Clark and Rod Hall.

Also Matthew McGowan, Garry Ryan and Karen Stancombe.

Apologies: Philip Dearman, Dale Halstead, Ron King, Maree Dermott, Joshua Beggs and Peter Carey.

2. MINUTES OF PREVIOUS MEETING

The minutes of Branch Committee Meeting 12/03 were adopted without amendment.

3. BUSINESS ARISING FROM THE MINUTES

Resolved to star items 5.1, 5.2, 7, 8.2, 8.3, 9.1.1, 10.1, 10.2, 10.3 and 10.4.

4. CORRESPONDENCE LIST

As a "non-starred" item, the meeting did not deal with this item.

5. CAMPAIGNS

Enterprise Bargaining Mark4

Our last negotiation meeting was held on 17 December 2003. While there was some explanation and discussion of our Workloads claim – specifically on a paper tabled by NTEU – management agreed to provide a considered response by 3 March 2004.

Management is continuing to push very strongly for a negotiating process based on reviewing each clause of the existing Enterprise Agreement to document the clauses already agreed by both sides. In the face of NTEU's continuing resistance to such an approach, management proposed a *parallel negotiating process* (based on the main negotiating sessions continuing to focus on NTEU threshold issues while a small working group examines the current Enterprise Agreement to identify clauses about which neither side has concerns). After a brief *in camera* discussion, NTEU agreed to provide a written response to this proposal at our next negotiation meeting on 18 February 2004.

Animal Services Campaign

NTEU members in Animal Services have been subjected over a considerable period to workplace harassment and irregular practices by Animal Services management. It has however taken some time to build the confidence of these members in NTEU's capacity to take effective action. We now have their support and have today written to the Vice-Chancellor (with copies to the DVC (Resources) and to Prof. David de Kretser as key supervisors of this area) raising several specific issues (on all of which we have documentary evidence) and seeking an independent investigation.

Carol Williams reported that the letter had been distributed very quickly among Monash management and that early signs were that it was being treated seriously. If the university fails to take effective action, NTEU intends to move towards a more public strategy.

AVCC Report: Performance Indicators for Learning & Teaching

On 21 January, AVCC released this report covering the following indicators:

- Student Satisfaction
- Retention & Completion
- Support Services
- Financial Resources
- Graduate Outcomes
- Internationalisation
- Reputation
- Teaching Resources
- Teaching Scholarship

and it was apparent that the entries for Monash were sparse in many areas, thus reflecting poorly on Monash in many of these areas.

Jenny Vero, who had been involved in the preparation of the Monash input to this report, commented that she had focussed on **university-wide** (rather than faculty-level) performance indicators.

Resolved to raise the issue of the Monash response at the next meeting with the Vice-Chancellor's Group, especially seeking staff input into any review of Monash key performance indicators

6. CASE COMMITTEE

As a "non-starred" item, the meeting did not deal with this item.

7. EMPLOYEE RELATIONS CONSULTATIONS

Karen Stancombe reported that the most recent meeting with Employee Relations had focussed mainly on individual cases.

There is an issue of high levels of staff turnover in the HEDU / CeLTS area and NTEU have requested data on this. We have also requested details of Exit Interviews completed by departing staff but management declined citing confidentiality. Summary (non-identifying) data was recently reported to University Council and should be obtainable from our Council representative (Dale Halstead).

ACTION POINT: To seek NTEU representation at Exit Interviews

Carol Williams

8. REPORTS

University Council

As a "non-starred" item, the meeting did not deal with this item.

Occupational Health & Safety

Leah Zaks (Equity & Diversity) has offered training for NTEU representatives as Harassment Advisors. She will be meeting with Carol Williams at the Branch Office on Friday 30 January to discuss exactly what training would best meet our needs and all Branch Committee members are encouraged to have input to this discussion.

ACTION POINT: To send out a reminder to Branch Committee members about this meeting

Carol Williams

Presentation of Branch Accounts

Rodger Smith spoke briefly indicating that the *Workplace Relations Act 1996* (as amended) provides for the Branch Accounts to be presented to a Branch Committee meeting before being filed in the *Australian Industrial Registry*.

Branch Committee then adopted the following motion:

In accordance with section 279(6) of the *Workplace Relations Act 1996* (as amended), this meeting of NTEU Monash Branch Committee notes that:

- A *Summary of Accounts* was distributed to all NTEU Monash Branch members on 15 December 2003;

- No comments or questions have been received from members in relation to this *Summary of Accounts*; and that
- It has not been practicable to arrange for presentation of the Branch Accounts to General Meetings of members at all campuses within the time allowed by the Registrar.

Accordingly, on behalf of NTEU Monash members, Monash Branch Committee notes the presentation of the Branch Accounts and authorises the Branch Secretary to sign the required Secretary's Certificate and then the Branch Executive Officer to lodge the Branch Accounts with the Australian Industrial Registry.

9. BRANCH INFRASTRUCTURE & ORGANISATION

Recruitment & Organising

As a "non-starred" item, the meeting did not deal with this item.

Planning Day Outcomes

Discussion of this item was deferred until General Business.

Workplace Delegates

As a "non-starred" item, the meeting did not deal with this item.

10. GENERAL BUSINESS

Victorian Division: Allocations for IOs

Victorian Division: Branch Involvement in HE Campaign

Victorian Division: Strategy for Enterprise Bargaining Mark4

Victorian Division: Question Time

Matthew McGowan led off a broad discussion around several issues:

- What should be the role of the Division?
- How should we prosecute the HE campaign?
- It is already apparent that NTEU is not coping well with OH&S issues – a campaign is being developed to improve this position
- Enterprise Bargaining is proceeding jointly in Higher Education, in TAFE and in Adult & Community Education – putting significant pressure on Division

- Following the passage of recent legislation, we are facing a potential 25% increase in HECS fees at universities – NTEU propose to mount aggressive campaigns on such issues this year (a Federal Election year)
- Internally, a National Review of NTEU is proceeding plus a review of the structure of Victorian Division

Successful campaigns can build both union membership and delegate structures. It is however crucial how we communicate with both members and with non-members. We are looking to build an activist group of members – each of whom is prepared to take on a continuing small role for NTEU – by conducting a phone poll of 10%-20% of our membership. A critical issue is engaging these activists in useful tasks, as soon as they have identified their willingness to become involved.

Matthew noted that it was a decision of Division Council to campaign in all universities against the 25% rise in HECS fees and that it was important for Branches to support with real action decisions of Division Council and Division Executive (made by Branch representatives).

In relation to Enterprise Bargaining, the key question is what do Branches need from Division? We are already bringing together regularly Branch Presidents and EB Negotiators and we are exploring the possibility of common industrial action across Victoria. There needs to be coordination across Branches so that common issues are being pursued concurrently by all Branches. Again, a critical issue is communication with members and non-members. Division is attempting to persuade members to become involved in both Enterprise Bargaining and in campaign opportunities.

We need to build links with student organisations and with organisations in primary and secondary education – as an Education Alliance. A HE Campaign poster will be available within a few weeks and we will have flyers available for handout during Orientation Week.

In relation to the Enterprise Agreement for Trades & Services staff, Matthew advised that the CFMEU had negotiated an agreement with management without any involvement from NTEU. Our members in Grounds Department are concerned about many aspects of the Agreement (including the dropping of a specified core number of staff for their area). NTEU opposed certification of the Agreement by the AIRC but the AIRC certified it anyway. NTEU now propose to lodge an appeal against this certification. If management have posted to their EB website comment critical of NTEU, the Branch should issue a response to members through newsletters / bulletins.

Monash catering staff, currently ALHMWU members, have made clear that they wish to join NTEU. Matthew acknowledged the urgency of the matter and undertook to talk to ALHMWU (Brian Daley) with a view to resolving the issue by 15 February.

Finally, Matthew gave an overview of the proposed HE Campaign:

- Branch Committee members to peruse the Branch Membership List to identify 10%-20% of members worth calling by phone (2 days);
- Division will organise (at the ACTU Call Centre) a training exercise (morning) followed by live calling using a prepared script (afternoon) (1 day);
- Some further calls will be done by ACTU Call Centre staff; any remaining calls will need to be done by Branches;
- The whole exercise should be completed during February 2004, so that these activists were available for campaigns over the balance of 2004.

11. NEXT MEETING

The next Branch Committee meeting will be held on Wednesday 18 February 2004 at Clayton Campus (with videolinks to Gippsland and Peninsula) commencing at 4.00PM.

Signed as a true and correct record

Chair

**NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH**

FINANCIAL REPORT

FOR THE YEAR ENDED

30TH JUNE 2003



PO Box 1300

1st Floor

586 Burke Road

Camberwell Vic 3124

Tel 03 9882 0566

Fax 03 9882 0436

Email synergy@lock-wood.com.au

**NATIONAL TERTIARY EDUCATION INDUSTRY UNION
MONASH UNIVERSITY BRANCH**

SECRETARY'S CERTIFICATE

I, Sandra Cockfield, Branch Secretary of the National Tertiary Education Industry Union – Monash University Branch certify that:

1. A copy of the certificates of the Auditor and an approved summary of the financial statements of the Branch for the period 1 July 2002 to 30 June 2003 were distributed to all members of the Branch free of charge on 15 December 2003; and
2. The enclosed documents are copies of the certificates of the Accounting Officer, of the Branch Committee and of the Auditor, and the financial statements of the Branch for the period 1 July 2002 to 30 June 2003 presented to a Branch Committee meeting on 28 January 2004.
3. The information contained in the accounts and statements is correct.



Sandra Cockfield
Branch Secretary

4 February 2004

**NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH**

**ACCOUNTING OFFICER'S CERTIFICATE
FOR THE YEAR ENDED 30TH JUNE 2003**

I, Peter Carey, being the officer responsible for keeping the accounting records of the National Tertiary Education Union – Monash University Branch certify that as at 30th June 2003 the number of members of the Branch was 1,706 (2002 1,748).

In my opinion:

- (i) The accompanying accounts show a true and fair view of the financial affairs of the Branch as at 30th June 2003.
- (ii) A record has been kept of all monies paid or collected from members of the Branch and all monies so paid or collected have been credited to the bank account to which those monies are to be credited in accordance with the rules of the Branch.
- (iii) Before any expenditure was incurred by the Branch, approval of the incurring of the expenditure was obtained in accordance with the rules of the Branch.
- (iv) No payments were made out of funds or accounts operated by contributions collected from members, or other funds, the operation of which is required by the rules of the Branch, for a purpose other than the purpose for which the fund was empowered.
- (v) No loans or other financial benefits, other than remuneration in respect of their full time employment with the Branch (or honoraria in respect of their holding office in the organisation) were made to persons holding office in the Branch.
- (vi) The register of members of the Branch was maintained in accordance with the requirements of the Workplace Relations Act 1996, as amended.



Peter Carey
Branch Treasurer
3 November 2003

**NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH**

**COMMITTEE OF MANAGEMENT'S CERTIFICATE
FOR THE YEAR ENDED 30TH JUNE 2003**

We, Carol Williams and Miranda Phelan, being two members of the Branch Committee of the National Tertiary Education Union – Monash University Branch do state on behalf of the Branch Committee and in accordance with a resolution passed by the Branch Committee that:

- (1) in the opinion of the Branch Committee, the attached accounts show a true and fair view of the financial affairs of the Branch as at 30th June 2003;
- (2) in the opinion of the Branch Committee meetings of the Committee of Management of the Branch were held during the year ended 30th June 2003 in accordance with the rules of the Branch;
- (3) to the knowledge of any member of the Branch Committee, there have been no instances where records of the Branch or other documents (not being documents containing information made available to a member of the Branch under Sub-Section 274 (1,2 & 3) Workplace Relations Act 1996 as amended or copies of those records or documents, or copies of the rules of the Branch, have not been furnished, or made available, to members in accordance with the requirements of the Workplace Relations Act 1996, as amended, the Regulations thereto or the rules of the Branch; and
- (4) the Branch has complied with Sub-sections 279 (1) and (6) of the Act in relation to the Financial Accounts in respect of the year ended 30th June 2002 and the Auditor's report therein



Carol Williams
President
November 2003



Miranda Phelan
Vice-President - General Staff
November 2003

**NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH**

**PROFIT & LOSS STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2003**

	2003	2002
	\$	\$
Profit / (Loss) from Ordinary Activities	20,429	(29,004)
Retained Profits at the beginning of the financial year	8,641	37,645
Retained Profits at the end of the financial year	<u>29,070</u>	<u>8,641</u>

The accompanying notes form part of these accounts.

**NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH**

**BALANCE SHEET
AS AT 30TH JUNE 2003**

	Note	2003 \$	2002 \$
CURRENT ASSETS			
Cash	2	86,016	13,291
Other	3	257	1,092
TOTAL CURRENT ASSETS		<u>86,273</u>	<u>14,383</u>
NON CURRENT ASSETS			
Plant & Equipment	4	5,419	3,751
TOTAL NON-CURRENT ASSETS		<u>5,419</u>	<u>3,751</u>
TOTAL ASSETS		<u>91,692</u>	<u>18,134</u>
CURRENT LIABILITIES			
Payables	5	49,582	2,511
Employee Provisions	6	7,481	6,982
TOTAL CURRENT LIABILITIES		<u>57,063</u>	<u>9,493</u>
NON-CURRENT LIABILITIES			
Employee Provisions	6	5,559	-
TOTAL NON-CURRENT LIABILITIES		<u>5,559</u>	<u>-</u>
TOTAL LIABILITIES		<u>62,622</u>	<u>9,493</u>
NET ASSETS		<u>29,070</u>	<u>8,641</u>
MEMBERS' FUNDS			
Retained Profits		29,070	8,641
TOTAL MEMBERS' FUNDS		<u>29,070</u>	<u>8,641</u>

The accompanying notes form part of these accounts.

**NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH**

**DETAILED STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30TH JUNE 2003**

	2003	2002
	\$	\$
INCOME		
Gross Member Subscriptions	663,741	638,536
Less : Capitation Fees	(517,170)	(497,562)
Net Member Subscriptions	<u>146,571</u>	<u>140,974</u>
Interest Received	2,124	2,320
Other Income	<u>1,166</u>	<u>1,725</u>
BRANCH INCOME	<u>149,861</u>	<u>145,019</u>
EXPENDITURE		
Audit - current year	2,700	2,500
Audit - previous year	-	350
Bank Charges	377	401
Conferences	2,711	1,421
Depreciation	2,331	2,773
Donations	400	350
Employee Provisions	6,059	1,287
General Office Expenses	294	900
Insurance	629	857
Meetings & Catering	2,507	2,984
Office Equipment Expenses	-	2,411
Payroll Tax	3,253	6,352
Photocopier Lease & Charges	4,602	3,450
Postage	339	-
Printing & Stationery	2,489	2,951
Recruitment Expenses	573	947
Salaries & Wages - Employees	77,240	110,232
Subscriptions	206	491
Sundry Expenses	398	4,703
Superannuation	16,137	18,735
Telephones & E-Mail	1,264	2,085
Training	-	331
Travel & Accommodation	2,977	5,295
Workcover	<u>1,946</u>	<u>2,215</u>
BRANCH EXPENDITURE	<u>129,432</u>	<u>174,023</u>
PROFIT / (LOSS) FROM ORDINARY ACTIVITIES	<u>20,429</u>	<u>(29,004)</u>

**NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2003**

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared in order to satisfy the Trustees' accountability requirements under the Unions' Rules and the requirements under the Workplace Relations Act 1996 as amended to prepare a financial report. The Trustees' have determined that the Branch is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the Workplace Relations Act 1996 as amended, and the following Australian Accounting Standards.

AAS 4	Depreciation of Non-Current Assets
AAS 5	Materiality
AAS 8	Events Occurring After Reporting Date
AAS 17	Accounting for Leases

No other applicable Accounting Standards, Urgent Issues Group Consensus Views or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

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 material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this report:

(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.

(b) Revenue

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

**NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2003**

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.

(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 274, which reads as follows:

- (1) A member of an organisation or 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.

**NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2003**

	2003	2002
	\$	\$
2. CASH ASSETS		
Cash on Hand	250	250
Cash at Bank	85,766	13,040
	86,016	13,290
3. OTHER CURRENT ASSETS		
Accrued Member Subscriptions	257	1,092
	257	1,092
4. PLANT AND EQUIPMENT		
Office Equipment- at cost	31,670	27,867
Less : Accumulated Depreciation	(26,251)	(24,116)
	5,419	3,751
5. PAYABLES		
Sundry Creditors And Accruals	2,700	2,500
Capitation Fees Payable	41,727	-
GST Owing	5,155	11
	49,582	2,511

NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE 2003

	2003	2002
	\$	\$
6. EMPLOYEE PROVISIONS		
Annual Leave	7,481	6,982
Long Service Leave	5,559	-
	<u>13,040</u>	<u>6,982</u>
7. COMMITMENTS - OPERATING LEASES		
Being for lease of photocopier Payable:		
Not later than one year	2,760	2,760
Later than one year but not later than five years	-	1,380
Later than five years	-	-
	<u>2,760</u>	<u>4,140</u>

**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF****NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH****Scope**

We have audited the financial report, being a special purpose financial report set out on pages 1 to 10 of the National Tertiary Education Union – Monash University Branch for the year ended 30th June 2003. The Branch Committee is responsible for the financial report and has determined that the accounting policies used and described in Note 1 to the financial statements which form part of the financial report are appropriate to meet the requirements of the Workplace Relations Act 1996 as amended and are appropriate to meet the needs of the members. We have conducted an independent audit of this financial report in order to express an opinion on it to the members of the National Tertiary Education Union – Monash University Branch. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial report has been prepared for the purpose of fulfilling the requirements of the Workplace Relations Act. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members or for any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures include examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented 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 Branch's financial position and performance as represented by the results of its operations. These policies do not require the application of all Accounting Standards and other mandatory professional reporting requirements in Australia.

The audit opinion expressed in this report has been formed on the above basis.

**INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF**

**NATIONAL TERTIARY EDUCATION UNION
MONASH UNIVERSITY BRANCH**

Opinion

(a) In our opinion:

(i) there were kept by the organisation in relation to the year satisfactory accounting records, including:

(A) the sources and nature of the income of the organisation (including income from members); and

(B) records of the nature and purposes of the expenditure of the organisation; and

(ii) the accounts and statements prepared under section 273 in relation to the year were properly drawn up so as to give a true and fair view of:-

(A) the financial affairs of the organisation as at the end of the year; and

(B) the income and expenditure, and any surplus or deficit, of the organisation for the year; and

(b) all the information and explanations that under subsection (2), officers or employees of the organisation were required to provide were provided;

and there were no deficiencies, failures or shortcomings in relation to any matters referred to in paragraphs (a) or (b).

Lockwood Wehrens

LOCKWOOD WEHRENS
Chartered Accountants

A. Wehrens

ANDREW WEHRENS
Registered Company Auditor

Camberwell 7th November 2003

